

<b>Annual PHA Plan</b> <i>(Standard PHAs and Troubled PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

**Applicability.** Form HUD-50075-ST is to be completed annually by **STANDARD PHAs** or **TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form.

**Definitions.**

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

A.	PHA Information.																																
A.1	<p>PHA Name: <u>DANVILLE REDEVELOPMENT &amp; HOUSING AUTHORITY</u>    PHA Code: <u>VA010</u></p> <p>PHA Type:   <input type="checkbox"/> Standard PHA   <input checked="" type="checkbox"/> Troubled PHA</p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>01/2021</u></p> <p>PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)</p> <p>Number of Public Housing (PH) Units <u>492</u>    Number of Housing Choice Vouchers (HCVs) <u>1614</u>    Total Combined Units/Vouchers <u>2106</u></p> <p>PHA Plan Submission Type:   <input checked="" type="checkbox"/> Annual Submission                      <input type="checkbox"/> Revised Annual Submission</p> <p><b>Availability of Information.</b> PHAs must have the elements listed below in sections B and C readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p><input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 20%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 25%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 15%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																							
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<b>B. Annual Plan Elements</b>	
<b>B.1</b>	<p><b>Revision of PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Operation and Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Grievance Procedures.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Community Service and Self-Sufficiency Programs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Asset Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):</p> <p>The PHA is considering partnerships with City Police for off- duty officers to conduct security on all Public Housing properties.</p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office review.</p>
<b>B.2</b>	<p><b>New Activities</b></p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Designated Housing for Elderly and/or Disabled Families.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Over-Income Families.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Police Officers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Non-Smoking Policies.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project-Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p>
<b>B.3</b>	<p><b>Civil Rights Certification.</b></p> <p>Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<b>B.4</b>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p> <p>A few of the audited HCV client files had a document or two missing in the areas of original application (3 files), citizen declaration (2 files), HUD-9887 (2 files), LB paint form (5 files), rent reasonableness (2 files), annual inspection (2 files), 50058 (3 files). The HA will make corrective actions where appropriate.</p>

<b>B.5</b>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.</p> <p>The DRHA Board of Commissioners formally adopted a new Mission and Vision Statement during the August board meeting. The new Mission and Vision Statements are attached.</p>
<b>B.6</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y <input checked="" type="checkbox"/> N <input type="checkbox"/></p> <p>(c) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p> <p>Due to the COVID -19 restrictions all residents were sent a proposal of changes within the PHA. Residents were asked to either email their comments or join a conference call. No emails were sent, but several residents joined the call. Resident comments are attached</p>
<b>B.7</b>	<p><b>Certification by State or Local Officials.</b></p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<b>B.8</b>	<p><b>Troubled PHA.</b></p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></p> <p>(b) If yes, please describe:</p> <p>DRHA has a recovery plan in place and sends updated monthly to the local field office and speaks with the local field office on a monthly basis. The DRHA Board of Commissioners has created a Review Committee that meets with the ED once a month to be updated on steps that are being taken to improve the DRHA score.</p>
<p><b>C. Statement of Capital Improvements.</b> Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>	
<b>C.1</b>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p>The most recent HUD-approved 5-Year Action Plan was CFP Grant No. VA36P01050119. It was approved by HUD in October 2020.</p>

# Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

DANVILLE REDEVELOPMENT AND HOUSING AUTHORITY

Program/Activity Receiving Federal Grant Funding

LOW-INCOME PUBLIC HOUSING/OPERATING SUBSIDY/CAPITAL FUND/ROSS

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

CARDINAL VILLAGE, 651 CARDINAL PLACE, CEDAR TERRACE, 127 CEDAR PLACE, PLEASANT VIEW, 101 PLEASANT VIEW AVE., INGRAM HEIGHTS 149 NEW INGRAM ROAD, SEELAND CROSSING 299 GARFIELD ST., JAMES SLADE BUILDING, 135 JONES CROSSING.

ALL SITES LOCATED IN DANVILLE, VIRGINIA 24540 AND 24541

Check here  if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Larissa Deedrich

Title

CEO/EXECUTIVE DIRECTOR

Signature

X *Larissa Deedrich*

Date

November 18, 2020

**Certification of Payments  
to Influence Federal Transactions**

**U.S. Department of Housing  
and Urban Development**  
Office of Public and Indian Housing

Applicant Name

DANVILLE REDEVELOPMENT AND HOUSING AUTHORITY, DANVILLE, VIRGINIA

Program/Activity Receiving Federal Grant Funding

LOW-INCOME PUBLIC HOUSING/OPERATING SUBSIDY/CAPITAL FUND/ROSS

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

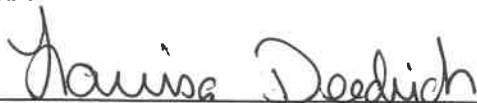
Name of Authorized Official

Larissa Deedrich

Title

CEO/EXECUTIVE DIRECTOR

Signature



Date (mm/dd/yyyy)

November 18, 2020

**Certification by State or Local  
Official of PHA Plans Consistency  
with the Consolidated Plan or  
State Consolidated Plan  
(All PHAs)**

U. S Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 2/29/2016

**Certification by State or Local Official of PHA Plans  
Consistency with the Consolidated Plan or State Consolidated Plan**

I, EARL B. REYNOLDS, JR., the Deputy City Manager  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the

Danville Redevelopment & Housing Authority  
*PHA Name*

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of  
Impediments (AI) to Fair Housing Choice of the

City of Danville, VA  
*Local Jurisdiction Name*

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State  
Consolidated Plan and the AI.

The Danville Redevelopment and Housing Authority's annual PHA plan is consistent with the City  
of Danville's plan to revitalize distressed housing and create additional affordable housing options  
and access to Danville citizens.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

EARL B. REYNOLDS, JR.

Signature



Title

Deputy City Manager

Date

November 18, 2020

# DANVILLE REDEVELOPMENT AND HOUSING AUTHORITY

## FY 2021 AGENCY PLAN

### SUMMARY FOR RESIDENTS

Each year DRHA puts together an Agency Plan for the next fiscal year. Resident comments are welcomed and we look forward to receiving your insights.

#### **DRHA's Mission**

The Danville Redevelopment and Housing Authority's mission is to provide safe, decent, and sanitary housing conditions for very low-income families and to manage resources efficiently. DRHA will strive to promote personal, economic and social upward mobility to provide families the opportunity to make the transition from subsidized to non-subsidized housing

#### **DRHA's Vision**

The Danville Redevelopment and Housing Authority's vision is to become a vital partner in revitalizing the housing community in Danville, VA, and the surrounding communities, through development, management, and the renovation of neighborhoods. DRHA's goals are designed to improve health, safety, employment, mobility, and educational outcomes. DRHA wishes to create partnerships that are necessary for public and private reinvestment in the community, including improving racial disparities, creating a better quality of life, and improving family assets.

#### **Management**

DRHA anticipates improving software capabilities and will begin the process of streamlining services for clients, including but not limited to, mobile work order and inspection systems, online tenant, landlord and applicant portals.

DRHA is currently implementing a new, redesigned website that is easier to navigate with more information available to the general public.

DRHA aims to continue to work on improving operations throughout the agency, by updating policies, providing staff training, implementing quality control protocols, improving customer service and more.

DRHA will continue building public and private partnerships in the community with various agencies, municipalities, and companies in an effort to expand and provide a suitable living environment for everyone in Danville and the surrounding communities.

### **Section 8**

In 2021 DRHA plans to review the Section 8 ADMIN plan to recommend changes that make it easier to receive assistance and improve operations.

Along with making Section 8 more accessible, DRHA plans to develop a plan to increase landlord participation in an effort to deconcentrate poverty in Danville. By providing security deposit assistance, landlord and tenant support, and offering landlord incentives when feasible it is the hope that landlords will offer homes to clientele in more affluent neighborhoods in the communities.

DRHA anticipates increasing the Project- Based voucher program in an effort to provide long-term housing options for participants and will focus on providing greater choices for families experiencing or near homelessness.

In 2020 DRHA received additional mainstream and VASH vouchers and will continue to work towards a goal of increasing vouchers and voucher participation and utilization for the agency.

### **Public Housing**

DRHA will review the ACOP and supporting documents such as leases, late notices, collection policies, etc. In 2020 our Capital Fund was approved for an amount of \$1,209,545.00 and we believe that amount will carry over for 2021.

DRHA is planning to focus Capital Fund dollars on upgrading all of the public housing properties. This includes but is not limited to remodeling the exterior and landscaping of the buildings.



DRHA has hired an architect to consult on the best design and layouts to maximize the two oldest public housing properties, Cedar Terrace and Cardinal Village.

DRHA is planning to focus funds on the rehabilitation of public housing properties, not only for 2021, but going forward for the next several years.

Even though DRHA plans to continue exploring options for affordable housing development throughout the community, the agency feels that the revitalization of the public housing properties in Danville, VA should be made a priority.

DRHA management has begun to explore options available for financing, repositioning, and development opportunities to improve the conditions of public housing.

### **Resident Self-Sufficiency**

DRHA plans to continue to work towards securing FSS and ROSS grants as available. In anticipation of receiving these grants DRHA plans to re-structure the resident services team to expand supportive services in order to improve the employability of assisted residents.

In addition to improving employability the agency will continue to provide supportive services to increase independence for the elderly or families with disabilities.

Although funding for youth activities may be difficult to secure DRHA pledges to continue to search for funding sources that will continue to provide and increase activities for the youth of our community.

### **Homeownership**

DRHA anticipates continuing to support and work with The Center for Housing Education on securing funds to increase the number of homeownership participants.

DRHA and the Center plan to continue to look at options for the Choice Homes homeownership program and hope to grow the number of new homes in the Danville community.

**DANVILLE REDEVELOPMENT AND HOUSING AUTHORITY**  
**2021-2025**  
**GOALS AND OBJECTIVES**

1. The Danville Redevelopment and Housing Authority will manage the existing public housing program in an efficient and effective manner and strive to qualify as a high performer under the Public Housing Assessment System (PHAS).
2. The Danville Redevelopment and Housing Authority shall provide continuous training and ensure that all staff requiring certifications will meet that criteria within the guidelines described in their job description.
3. The Danville Redevelopment and Housing Authority will strive to achieve average vacancy rates of 3% or less in an effort to keep the vacancy rate as low as possible.
4. The Danville Redevelopment and Housing Authority will continue to assist our community in increasing the availability of affordable, suitable housing for families in the very-low income range, cited as a need in the City's *Consolidated Plan*, leveraging federal, private or other public funds to create additional affordable and suitable housing opportunities in partnership with the City of Danville
5. The Danville Redevelopment and Housing Authority will continue to work towards a goal of assisting as many families that are interested to become homeowners.
6. The Danville Redevelopment and Housing Authority shall remove all graffiti within seventy-two (72) hours of discovering it.
7. The Danville Redevelopment and Housing Authority shall continue to strive for proper curb appeal for its public housing developments by improving landscaping, keeping grass trimmed, cleaning up litter, and other actions.
8. Manage the Danville Redevelopment and Housing Authority's tenant-based program in an efficient and effective manner, and continue to qualify as a high performer under the Section 8 Management Assessment Program (SEMAP).
9. The Danville Redevelopment and Housing Authority will strive to maintain a Housing Choice Voucher program utilization rate of at least 98%.
10. Reduce vacancy turnover time from current level of an average of 45 days per turnover to an average of 25 days or less per vacancy turnover.
11. Transfer as much as 10% of Capital Fund program funds to operations.
12. Through the DRHA Housing Voucher Program and Administrative Plan, utilize project-based vouchers, where applicable, to assist veterans, disabled, and other low-income individuals and families to have available affordable housing opportunities.

## RESIDENT COMMENTS FOR ANNUAL PLAN

DRHA held a Resident meeting via a conference call on 11/17/2020.

Due to COVID-19 restrictions, in person meetings were not held. Residents were sent a description of the annual plan and proposed changes and were able to email their comments and/or join the conference call.

There were no emails sent, but there were several comments made during the call.

Many public housing residents are happy with the plans to focus capital funds on upgrading units. They suggest new appliances, cabinets and front doors. We spoke about using funds to upgrade unit interiors and exteriors. There were no negative comments from public housing residents on the capital fund expenses.

Many Section 8 residents called in and were happy with their assistance. We spoke about creating a landlord team that would assist residents and landlords with discrepancies and disputes. Many residents commented that this is needed and that they would take advantage of such a program. We spoke about trying to disperse poverty and create incentives to create housing options throughout Danville.

Everyone was excited about this possibility and commented about the difficulty of finding housing in Danville.

**Strategy for Addressing Housing Needs.** Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.**

The following strategies will be used by the Danville Redevelopment and Housing Authority to address the housing needs of the renter families in our jurisdiction in the coming year. We will continue our current outreach efforts which include conducting group briefings for potential applicants, attending community-wide functions displaying the services available at the Housing Authority, advertising our services in area newspapers and resident newsletters, and leaving flyers and miscellaneous information at Social Services and various other public agencies in the area. We will also continue distributing flyers to area churches and post information on public bulletin boards regarding the services available at the Housing Authority.

The following additional strategies have been implemented by the Section 8 department of the Danville Redevelopment and Housing Authority to address the housing needs of families in the jurisdiction and on the waiting list:

1. The Section 8 department has obtained permission from the Board of Supervisors of Pittsylvania County to allow the participants of the Danville Section 8 program to lease in the county. The DRHA also has participants from Halifax County, Henry County and the City of Martinsville. The purpose of this action is to allow the participants a wider selection of housing and to deconcentrate housing developments in the Danville city area.
2. The Section 8 department has implemented annual meetings for all participants and landlords/agents to keep them updated on all changes in the Section 8 program.
3. The Section 8 department has implemented a Section 8 homeownership program. This enables those on the waiting list and those who are applying to either choose to participate in homeownership or rental assistance.
4. The Section 8 department is currently coordinating with other agencies in surrounding areas to increase awareness of the program. These agencies include Danville-Pittsylvania Community Services, Piedmont Independent Living, West Piedmont Better Housing Coalition, etc.
5. The DRHA has developed as part of mixed-financing and mixed-income efforts. DRHA has completed a 10 unit project that will have project-based vouchers for veterans and disabled families and individuals. If affordable housing funding opportunities become available through HUD, DRHA will seek to apply for additional affordable housing.
6. If creation of affordable housing opportunities can be accomplished by project basing vouchers, then DRHA will consider assigning vouchers.
7. The DRHA has modified our waiting list preference points to include families who have been identified by the Danville School District as eligible for benefits under McKinney-Vento and we have given preference points to veterans of U.S. military service.

8. DRHA will continue to explore new opportunities to create affordable housing by whatever means. Possibilities include partnering with the City of Danville in various efforts as well as a newly created Danville Neighborhood Development Corporation.

9. DRHA received additional Mainstream Vouchers in 2020. The total number of Mainstream Vouchers is currently 184.

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

Status: Approved

Approval Date: 10/16/2020

Approved By: EPIC SYSTEM

2577-0274  
02/28/2022

Part I: Summary

PHA Name : Danville Redevelopment & Housing Authority

Locality (City/County & State)

Original 5-Year Plan  Revised 5-Year Plan (Revision No: )

PHA Number: VA010

A.	Development Number and Name	Work Statement for				
		Year 1 2020	Year 2 2021	Year 3 2022	Year 4 2023	Year 5 2024
	AUTHORITY-WIDE	\$371,700.00	\$303,196.00	\$385,045.00	\$384,045.00	\$392,905.00
	CEDAR TERRACE (VA010800002)	\$144,000.00	\$579,600.00	\$66,600.00	\$414,600.00	\$258,240.00
	CARDINAL VILLAGE (VA010000001)	\$336,000.00	\$113,200.00	\$536,200.00	\$199,200.00	\$250,000.00
	INGRAM HEIGHTS (VA010000004)	\$163,300.00	\$97,700.00	\$18,700.00	\$20,600.00	\$122,600.00
	PLEASANT VIEW (VA010000003)	\$160,545.00	\$56,000.00	\$129,000.00	\$130,600.00	\$95,800.00
	SEELAND CROSSING PHASE I-III (VA010000005)	\$34,000.00	\$59,849.00	\$74,000.00	\$60,500.00	\$90,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 1 2020

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$371,700.00
ID0012	OPERATIONS(Operations (1406))	OPERATIONS		\$224,700.00
ID0016	ADMINISTRATION(Administration (1410)-Salaries)	ADMINISTRATION		\$75,000.00
ID0017	COMPUTER SOFTWARE/HARDWARE(Management Improvement (1408)-System Improvements)	EQUIPMENT-PROGRAMS		\$8,000.00
ID0021	STAFF TRAINING(Management Improvement (1408)-Staff Training)	TRAINING		\$6,000.00
ID0025	NETWORK ADMINISTRATOR(Management Improvement (1408)-System Improvements)	SALARY FOR STAFF		\$30,000.00
ID0029	HAND TOOLS(Management Improvement (1408)-Other)	EQUIPMENT FOR STAFF		\$1,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (\$)

Work Statement for Year		1	2020		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	
ID0033	MAINTENANCE ENHANCEMENT(Management Improvement (1408)-Other)	UNIFORMS FOR MAINT. STAFF		\$7,000.00	
ID0037	ARCHITECTURAL & ENGINEERING FEES(Contract Administration (1480)-Other Fees and Costs)	FEES FOR DESIGN OF PROJECTS		\$20,000.00	
	CEBDAR TERRACE (VA010000002)			\$144,000.00	
ID0045	CATHODIC PROTECTION SURVEY(Non-Dwelling Site Work (1480)-Site Utilities)	CHECK GAS LINES		\$3,600.00	
ID0076	RESURFACE BATHTUBS(Dwelling Unit-Interior (1480)-Tubs and Showers)	FIX BATHTUBS		\$25,000.00	
ID0092	REFRIGERATOR REPLACEMENT(Dwelling Unit-Interior (1480)-Appliances)	REPLACE 10 UNITS		\$10,000.00	
ID0119	REPLACE EXTERIOR DOORS(Dwelling Unit-Exterior (1480)-Exterior Doors)	APPROXIMATELY 25%		\$30,400.00	



Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 1		2020		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0122	FORMICA BACKSPLASH AROUND RANGES(Dwelling Unit-Interior (1480)-Other)	FORMICA PLACED AROUND STOVES		\$20,000.00
ID0127	FENCING OVER A/C AREA(Non-Dwelling Site Work (1480)-Fencing)	COVER A/C WITH FENCE TO PREVENT ACCESS TO RESIDENTS		\$25,000.00
ID0143	DRYER HOOKUPS(Dwelling Unit-Interior (1480)-Electrical)	WIRE FOR DRYERS		\$15,000.00
ID0146	SANITARY SEWER LINE MAINTENANCE(Dwelling Unit-Site Work (1480)-Sewer Lines - Mains)	CLEAN OUT OF SEWER LINES		\$15,000.00
	CARDINAL VILLAGE (VA0100300001)			\$336,000.00
ID0052	CATHODIC PROTECTION SURVEY(Non-Dwelling Site Work (1480)-Site Utilities)	CHECK GAS LINES		\$4,200.00
ID0074	RESURFACE BATHTUBS(Dwelling Unit-Interior (1480)-Tubs and Showers)	FIX BATHTUBS		\$30,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 1 2020

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0079	INSTALL MINI-BLINDS(Dwelling Unit-Interior (1480)-Other)	WINDOW COVERINGS		\$40,000.00
ID0091	REFRIGERATOR REPLACEMENT(Dwelling Unit-Interior (1480)-Appliances)	REPLACE EIGHT SIX UNITS		\$8,000.00
ID0118	REPLACE EXTERIOR DOORS(Dwelling Unit-Exterior (1480)-Exterior Doors)	APPROXIMATELY 25%		\$29,000.00
ID0142	DOOR BELLS(Dwelling Unit-Exterior (1480)-Other)	INSTALL DOOR BELLS IN UNITS		\$15,000.00
ID0144	SANITARY SEWER LINE MAINTENANCE(Dwelling Unit-Site Work (1480)-Sewer Lines - Mains)	CLEAN OUT OF SEWER LINES		\$14,800.00
ID0152	REPLACEMENT OF WINDOWS(Dwelling Unit-Exterior (1480)-Windows)	REPLACE CURRENT ALUMINUM WINDOWS WITH HIGH EFFICIENCY VINYL		\$180,000.00
ID0172	DRYER HOOKUPS(Dwelling Unit-Interior (1480)-Electrical)	WIRE FOR DRYERS		\$15,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 1		2020		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	INGRAM HEIGHTS (VA010000004)			\$163,300.00
ID0053	CATHODIC PROTECTION SURVEY(Non-Dwelling Site Work (1480)-Site Utilities)	CHECK GAS LINES		\$800.00
ID0124	PAVE/RESTRIP PARKING LOT(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	PAVE PARKING AREAS		\$40,000.00
ID0148	SANITARY SEWER LINE MAINTENANCE(Dwelling Unit-Site Work (1480)-Sewer Lines - Mains)	CLEAN OUT OF SEWER LINES		\$7,500.00
ID0154	COUNTERTOP & FORMICA IN KITCHEN(Dwelling Unit-Interior (1480)-Kitchen Cabinets)	REPLACE FORMICA COUNTERTOPS		\$93,000.00
ID0155	REPLACE EXTERIOR DOORS(Dwelling Unit-Exterior (1480)-Exterior Doors)	APPROXIMATELY 50%		\$12,000.00
ID0156	REFRIGERATOR REPLACEMENT(Dwelling Unit-Interior (1480)-Appliances)	10 REFRIGERATORS REPLACED		\$10,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 1 2020

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0057	PLEASANT VIEW (VA010000003)	CHECK GAS LINES		\$1,000.00
ID0125	SEAL/RESTRIIP PARKING LOT(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	SEAL/RESTRIIP PARKING AREAS		\$20,000.00
ID0129	REPLACE BATHTUBS(Dwelling Unit-Interior (1480)-Tubs and Showers)	REPLACE BATHTUBS 40 UNITS		\$50,000.00
ID0141	UPGRADE TO YOUTH CENTER(Non-Dwelling Interior (1480)-Community Building)	26 PLEASANT VIEW - UPGRADES		\$5,545.00
ID0150	SANITARY SEWER LINE MAINTENANCE(Dwelling Unit-Site Work (1480)-Sewer Lines - Mains)	CLEAN OUT OF SEWER LINES		\$6,000.00
ID0157	REFRIGERATOR REPLACEMENT(Dwelling Unit-Interior (1480)-Appliances)	10 REFRIGERATORS REPLACED		\$10,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 1 2020

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0158	FORMICA BACKSPLASH AROUND RANGES(Dwelling Unit-Interior (1480)-Other)	FORMICA PLACED AROUND STOVES		\$40,000.00
ID0159	REPLACE EXTERIOR DOORS(Dwelling Unit-Exterior (1480)-Exterior Doors)	APPROXIMATELY 50%		\$18,000.00
ID0160	ROOF MAINTENANCE(Dwelling Unit-Exterior (1480)-Roofs)	ROOFING REPLACED SOME AREAS		\$10,000.00
	SEELAND CROSSING PHASE I-III (VA010000005)			\$34,000.00
ID0162	LANDSCAPING-TREE TRIMMING(Non-Dwelling Site Work (1480)-Landscape)	KEEP TREES AND LANDSCAPING IN SHAPE		\$10,000.00
ID0166	RENTAL UNIT MAINTENANCE(Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Mechanical)	UNIT REPLACEMENT CARPETS-HVAC-OTHER SYSTEMS		\$20,000.00
ID0231	STORM/SANITARY DRAIN MAINTENANCE(Dwelling Unit-Site Work (1480)-Sewer Lines - Mains)	DRAIN MAINTENANCE		\$4,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year		1	2020		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	
	Subtotal of Estimated Cost			\$1,209,545.00	

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 2 2021

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$303,196.00
ID0011	OPERATIONS(Operations (1406))	OPERATIONS		\$133,700.00
ID0015	ADMINISTRATION(Administration (1410)-Salaries)	ADMINISTRATION		\$75,000.00
ID0018	COMPUTER SOFTWARE/HARDWARE(Management Improvement (1408)-System Improvements)	EQUIPMENT-PROGRAMS		\$6,000.00
ID0022	STAFF TRAINING(Management Improvement (1408)-Staff Training)	TRAINING		\$6,000.00
ID0026	NETWORK ADMINISTRATOR(Management Improvement (1408)-System Improvements)	SALARY FOR STAFF		\$35,000.00
ID0030	HAND TOOLS(Management Improvement (1408)-Other)	EQUIPMENT FOR STAFF		\$4,996.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 2		2021		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0034	MAINTENANCE ENHANCEMENT(Management Improvement (1408)-Other)	UNIFORMS FOR MAINT. STAFF		\$7,500.00
ID0038	ARCHITECTURAL & ENGINEERING FEES(Contract Administration (1480)-Other Fees and Costs)	FEES FOR DESIGN OF PROJECTS		\$35,000.00
	CEDAR TERRACE (VA010000002)			\$579,600.00
ID0046	CATHODIC PROTECTION SURVEY(Non-Dwelling Site Work (1480)-Site Utilities)	CHECK GAS LINES		\$3,600.00
ID0067	STORM DRAIN MAINTENANCE(Non-Dwelling Site Work (1480)-Storm Drainage)	CLEAN OUT DRAINS		\$15,000.00
ID0096	INTERIOR PAINTING OF APARTMENTS(Dwelling Unit-Interior (1480)-Interior Painting (non routine))	PAINT UNITS 5 OR MORE YRS SINCE LAST PAINT		\$15,000.00
ID0174	SECURITY CAMERA MAINTENANCE(Dwelling Unit-Site Work (1480)-Other)	REPAIRS TO CAMERAS IF NEEDED		\$7,000.00



Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 2 2021

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0180	LANDSCAPING-TREE TRIMMING(Non-Dwelling Site Work (1480)-Landscape)	KEEP TREES AND LANDSCAPING IN SHAPE		\$7,000.00
ID0188	REPLACE INTERIOR DOORS(Dwelling Unit-Interior (1480)-Interior Doors)	APPROXIMATELY 25%		\$25,000.00
ID0189	INSTALL DOORS ON CLOSETS(Dwelling Unit-Interior (1480)-Interior Doors)	PUT DOORS ON CLOSETS THAT DONT HAVE ONE		\$43,000.00
ID0190	STORAGE UNITS FOR APARTMENTS(Dwelling Unit-Exterior (1480)-Other)	BUILD STORAGE UNITS		\$26,000.00
ID0191	SEWER LINE CLEANOUTS (Dwelling Unit-Site Work (1480)-Sewer Lines - Mains)	BEHIND BLDGS INSTALL SEWER LINE CLEANOUTS		\$18,000.00
ID0192	SIDEWALKS/STEPS REPAIRS(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving)	REPAIR WHERE NEEDED SIDEWALKS AND STEPS		\$50,000.00
ID0193	REPLACE KITCHEN CABINETS(Dwelling Unit-Interior (1480)-Kitchen Cabinets)	NEW KITCHEN CABINETS		\$350,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 2 2021

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0196	UPGRADES TO CEDAR TERRACE OFFICE(Non-Dwelling Interior (1480)-Administrative Building)	CEDAR TERRACE OFFICEUPGRADES		\$20,000.00
	CARDINAL VILLAGE (VA0100000001)			\$113,200.00
ID0051	CATHODIC PROTECTION SURVEY(Non-Dwelling Site Work (1480)-Site Utilities)	CHECK GAS LINES		\$4,200.00
ID0065	STORM DRAIN MAINTENANCE(Non-Dwelling Site Work (1480)-Storm Drainage)	CLEAN OUT DRAINS		\$15,000.00
ID0095	INTERIOR PAINTING OF APARTMENTS(Dwelling Unit-Interior (1480)-Interior Painting (non routine))	PAINT UNITS 5 OR MORE YRS SINCE LAST PAINT		\$10,000.00
ID0173	SECURITY CAMERA MAINTENANCE(Dwelling Unit-Site Work (1480)-Other)	REPAIRS TO CAMERAS IF NEEDED		\$7,000.00
ID0177	LANDSCAPING-TREE TRIMMING(Non-Dwelling Site Work (1480)-Landscape)	KEEP TREES AND LANDSCAPING IN SHAPE		\$7,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 2		2021		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0195	UPGRADES TO CARDINAL VILLAGE OFFICE(Non-Dwelling Building)	CARDINAL VILLAGE OFFICE UPGRADES		\$20,000.00
ID0201	SIDEWALKS/STEPS REPAIRS(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving)	REPAIR WHERE NEEDED SIDEWALKS AND STEPS		\$50,000.00
	INGRAM HEIGHTS (VA010000004)			\$97,700.00
ID0054	CATHODIC PROTECTION SURVEY(Non-Dwelling Site Work (1480)-Site Utilities)	CHECK GAS LINES		\$800.00
ID0070	STORM DRAIN MAINTENANCE(Non-Dwelling Site Work (1480)-Storm Drainage)	CLEAN OUT DRAINS		\$7,200.00
ID0097	INTERIOR PAINTING OF APARTMENTS(Dwelling Unit-Interior (1480)-Interior Painting (non routine))	PAINT UNITS 5 OR MORE YRS SINCE LAST PAINT		\$5,700.00
ID0175	SECURITY CAMERA MAINTENANCE(Dwelling Unit-Site Work (1480)-Other)	REPAIRS TO CAMERAS IF NEEDED		\$5,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 2 2021

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0178	LANDSCAPING-TREE TRIMMING(Non-Dwelling Site Work (1480)-Landscape)	KEEP TREES AND LANDSCAPING IN SHAPE		\$4,000.00
ID0194	CLEAN/SEAL CONCRETE FLOORS(Dwelling Unit-Exterior (1480)-Building Slab)	CLEAN AND SEAL CONCRETE FLOORS		\$7,000.00
ID0197	UPGRADES TO INGRAM HEIGHTS OFFICE BUILDING(Non-Dwelling Interior (1480)-Administrative Building)	INGRAM HEIGHTS OFFICE UPGRADES		\$12,000.00
ID0199	INGRAM HEIGHTS COMMUNITY CENTER UPGRADES (Non-Dwelling Interior (1480)-Community Building)	UPGRADES TO IH COMMUNITY CENTER		\$46,000.00
ID0200	INGRAM HEIGHTS PICNIC EQUIPMENT(Non-Dwelling Site Work (1480)-Playground Areas - Equipment)	RECREATION EQUIPMENT		\$10,000.00
	PLEASANT VIEW (VA010000003)			\$56,000.00
ID0058	CATHODIC PROTECTION SURVEY(Non-Dwelling Site Work (1480)-Site Utilities)	CHECK GAS LINES		\$1,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 2 2021

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0071	STORM DRAIN MAINTENANCE(Non-Dwelling Site Work (1480)-Storm Drainage)	CLEAN OUT DRAINS		\$8,000.00
ID0098	INTERIOR PAINTING OF APARTMENTS(Dwelling Unit-Interior (1480)-Interior Painting (non routine))	PAINT UNITS 5 OR MORE YRS SINCE LAST PAINT		\$12,000.00
ID0176	SECURITY CAMERA MAINTENANCE(Dwelling Unit-Site Work (1480)-Other)	REPAIRS TO CAMERAS IF NEEDED		\$6,000.00
ID0179	LANDSCAPING-FREE TRIMMING(Non-Dwelling Site Work (1480)-Landscape)	KEEP TREES AND LANDSCAPING IN SHAPE		\$6,000.00
ID0187	PAINTING OF BUILDING HALLWAYS(Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking)	PAINT HALLWAYS		\$7,000.00
ID0198	UPGRADES TO PLEASANT VIEW OFFICE(Non-Dwelling Interior (1480)-Administrative Building)	PLEASANT VIEW OFFICE UPGRADES		\$16,000.00
	SEELAND CROSSING PHASE I-III (VA010000005)			\$59,849.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year		2021		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0139	BRICK COOK-OUT GRILL(Non-Dwelling Site Work (1480)-Playground Areas - Equipment)	GRILL FOR RESIDENTS TO USE		\$15,000.00
ID0163	LANDSCAPING-TREE TRIMMING(Non-Dwelling Site Work (1480)-Landscape)	KEEP TREES AND LANDSCAPING IN SHAPE		\$10,000.00
ID0167	RENTAL UNIT MAINTENANCE(Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Mechanical)	UNIT REPLACEMENT CARPETS-HVAC-OTHER SYSTEMS		\$20,000.00
ID0171	UPGRADES TO SLADE BUILDING(Non-Dwelling Interior (1480)-Administrative Building)	SLADE BLDG UPGRADES		\$14,849.00
	Subtotal of Estimated Cost			\$1,209,545.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 3 2022

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0010	AUTHORITY-WIDE (NAWASD)  OPERATIONS(Operations (1406))	OPERATIONS		\$385,045.00  \$200,549.00
ID0014	ADMINISTRATION(Administration (1410)-Salaries)	ADMINISTRATION		\$80,000.00
ID0019	COMPUTER SOFTWARE/HARDWARE(Management Improvement (1408)-System Improvements)	EQUIPMENT-PROGRAMS		\$6,000.00
ID0023	STAFF TRAINING(Management Improvement (1408)-Staff Training)	TRAINING		\$6,000.00
ID0027	NETWORK ADMINISTRATOR(Management Improvement (1408)-System Improvements)	SALARY FOR STAFF		\$35,000.00
ID0031	HAND TOOLS(Management Improvement (1408)-Other)	EQUIPMENT FOR STAFF		\$4,996.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 3 2022

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0035	MAINTENANCE ENHANCEMENT(Management Improvement (1408)-Other)	UNIFORMS FOR MAINT. STAFF		\$7,500.00
ID0039	ARCHITECTURAL & ENGINEERING FEES(Contract Administration (1480)-Other Fees and Costs)	FEES FOR DESIGN OF PROJECTS		\$45,000.00
	CEDAR TERRACE (VA010000002)			\$66,600.00
ID0047	CATHODIC PROTECTION SURVEY(Non-Dwelling Site Work (1480)-Site Utilities)	CHECK GAS LINES		\$3,600.00
ID0100	INTERIOR PAINTING OF APARTMENTS(Dwelling Unit-Interior (1480)-Interior Painting (non routine))	PAINT UNITS 5 OR MORE YRS SINCE LAST PAINT		\$15,000.00
ID0147	SANITARY SEWER LINE MAINTENANCE(Dwelling Unit-Site Work (1480)-Sewer Lines - Mains)	CLEAN OUT OF SEWER LINES		\$15,000.00
ID0182	LANDSCAPING-TREE TRIMMING(Non-Dwelling Site Work (1480)-Landscape)	KEEP TREES AND LANDSCAPING IN SHAPE		\$8,000.00



Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (\$)

Work Statement for Year 3 2022

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0204	REPLACE INTERIOR DOORS(Dwelling Unit-Interior (1480)-Interior Doors)	APPROXIMATELY 25%		\$25,000.00
	CARDINAL VLLAGE (VA010000001)			\$536,200.00
ID0050	CATHODIC PROTECTION SURVEY(Non-Dwelling Site Work (1480)-Site Utilities)	CHECK GAS LINES		\$4,200.00
ID0099	INTERIOR PAINTING OF APARTMENTS(Dwelling Unit-Interior (1480)-Interior Painting (non routine))	PAINT UNITS 5 OR MORE YRS SINCE LAST PAINT		\$10,000.00
ID0145	SANITARY SEWER LINE MAINTENANCE(Dwelling Unit-Site Work (1480)-Sewer Lines - Mains)	CLEAN OUT OF SEWER LINES		\$15,000.00
ID0181	LANDSCAPING-TREE TRIMMING(Non-Dwelling Site Work (1480)-Landscape)	KEEP TREES AND LANDSCAPING IN SHAPE		\$7,000.00
ID0202	REPLACE KITCHEN CABINETS(Dwelling Unit-Interior (1480)-Kitchen Cabinets)	NEW KITCHEN CABINETS		\$350,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 3 2022

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0205	CARDINAL VILLAGE LAUNDRY(Non-Dwelling Construction-New Construction (1480)-Laundry Arcas)	LAUNDROMAT AT CARDINAL VILLAGE		\$150,000.00
	INGRAM HEIGHTS (VA010000004)			\$18,700.00
ID0055	CATHODIC PROTECTION SURVEY(Non-Dwelling Site Work (1480)-Site Utilities)	CHECK GAS LINES		\$800.00
ID0101	INTERIOR PAINTING OF APARTMENTS(Dwelling Unit-Interior (1480)-Interior Painting (non routine))	PAINT UNITS 5 OR MORE YRS SINCE LAST PAINT		\$6,700.00
ID0149	SANITARY SEWER LINE MAINTENANCE(Dwelling Unit-Site Work (1480)-Sewer Lines - Mains)	CLEAN OUT OF SEWER LINES		\$7,200.00
ID0207	LANDSCAPING-TREE TRIMMING(Non-Dwelling Site Work (1480)-Landscape)	KEEP TREES AND LANDSCAPING IN SHAPE		\$4,000.00
	PLEASANT VIEW (VA010000003)			\$129,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 3 2022

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0059	CATHODIC PROTECTION SURVEY(Non-Dwelling Site Work (1480)-Site Utilities)	CHECK GAS LINES		\$1,000.00
ID0102	INTERIOR PAINTING OF APARTMENTS(Dwelling Unit-Interior (1480)-Interior Painting (non routine))	PAINT UNITS 5 OR MORE YRS SINCE LAST PAINT		\$12,000.00
ID0111	WATER HEATER REPLACEMENT(Dwelling Unit-Interior (1480)-Plumbing)	UNITS REPLACED		\$53,000.00
ID0151	SANITARY SEWER LINE MAINTENANCE(Dwelling Unit-Site Work (1480)-Sewer Lines - Mains)	CLEAN OUT OF SEWER LINES		\$8,000.00
ID0183	LANDSCAPING-TREE TRIMMING(Non-Dwelling Site Work (1480)-Landscape)	KEEP TREES AND LANDSCAPING IN SHAPE		\$5,000.00
ID0206	COMMUNITY SHELTER(Non-Dwelling Construction-New Construction (1480)-Other)	PLEASANT VIEW COMMUNITY SHELTER		\$50,000.00
	SEELAND CROSSING PHASE I-III (VA010000005)			\$74,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 3 2022

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0126	SEAL/RESTRIP PARKING LOT(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	SEAL/RESTRIP PARKING LOT AT SLADE BUILDING		\$43,000.00
ID0164	LANDSCAPING-TREE TRIMMING(Non-Dwelling Site Work (1480)-Landscape)	KEEP TREES AND LANDSCAPING IN SHAPE		\$11,000.00
ID0168	RENTAL UNIT MAINTENANCE(Dwelling Unit-Interior (1480)-Mechanical)	UNIT REPLACEMENT CARPETS-HVAC-OTHER SYSTEMS		\$20,000.00
	Subtotal of Estimated Cost			\$1,209,545.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 4 2023

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0009	AUTHORITY-WIDE (NAWASD) OPERATIONS(Operations (1406))	OPERATIONS		\$200,549.00
ID0013	ADMINISTRATION(Administration (1410)-Salaries)	ADMINISTRATION		\$70,000.00
ID0020	COMPUTER SOFTWARE/HARDWARE(Management Improvement (1408)-System Improvements)	EQUIPMENT-PROGRAMS		\$20,000.00
ID0024	STAFF TRAINING(Management Improvement (1408)-Staff Training)	TRAINING		\$6,000.00
ID0028	NETWORK ADMINISTRATOR(Management Improvement (1408)-System Improvements)	SALARY FOR STAFF		\$35,000.00
ID0032	HAND TOOLS(Management Improvement (1408)-Other)	EQUIPMENT FOR STAFF		\$4,996.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 4 2023

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0036	MAINTENANCE ENHANCEMENT(Management Improvement (1408)-Other)	UNIFORMS FOR MAINT. STAFF		\$7,500.00
ID0040	ARCHITECTURAL & ENGINEERING FEES(Contract Administration (1480)-Other Fees and Costs)	FEES FOR DESIGN OF PROJECTS		\$40,000.00
	CEDAR TERRACE (VA010000002)			\$414,600.00
ID0048	CATHODIC PROTECTION SURVEY(Non-Dwelling Site Work (1480)-Site Utilities)	CHECK GAS LINES		\$3,600.00
ID0068	STORM DRAIN MAINTENANCE(Non-Dwelling Site Work (1480)-Storm Drainage)	CLEAN OUT DRAINS		\$15,000.00
ID0104	INTERIOR PAINTING OF APARTMENTS(Dwelling Unit-Interior (1480)-Interior Painting (on routine))	PAINT UNITS 5 OR MORE YRS SINCE LAST PAINT		\$15,000.00
ID0185	LANDSCAPING-TREE TRIMMING(Non-Dwelling Site Work (1480)-Landscape)	KEEP TREES AND LANDSCAPING IN SHAPE		\$10,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year		4	2023		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	
ID0209	REPLACEMENT OF FLOOR TILES(Dwelling Unit-Interior (1480)-Flooring (non routine))	FLOOR TILE REPLACED		\$110,000.00	
ID0210	REPLACE INTERIOR DOORS(Dwelling Unit-Interior (1480)-Interior Doors)	APPROXIMATELY 25%		\$25,000.00	
ID0211	HARDWOOD FLOORING(Dwelling Unit-Interior (1480)-Flooring (non routine))	REMOVE CARPET-REFINISH HARDWOOD FLOOR		\$3,000.00	
ID0220	WATER HEATER REPLACEMENT(Dwelling Unit-Interior (1480)-Plumbing)	UNITS REPLACED		\$60,000.00	
ID0221	REPLACE KITCHEN COUNTERTOPS(Dwelling Unit-Interior (1480)-Kitchen Cabinets)	NEW KITCHEN COUNTERTOPS		\$173,000.00	
	CARDINAL VILLAGE (VA010000001)			\$199,200.00	
ID0049	CATHODIC PROTECTION SURVEY(Non-Dwelling Site Work (1480)-Site Utilities)	CHECK GAS LINES		\$4,200.00	

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year		4	2023			
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost		
ID0066	STORM DRAIN MAINTENANCE(Non-Dwelling Site Work (1480)-Storm Drainage)	CLEAN OUT DRAINS		\$15,000.00		
ID0103	INTERIOR PAINTING OF APARTMENTS(Dwelling Unit-Interior (1480)-Interior Painting (non routine))	PAINT UNITS 5 OR MORE YRS SINCE LAST PAINT		\$10,000.00		
ID0112	WATER HEATER REPLACEMENT(Dwelling Unit-Interior (1480)-Plumbing)	UNITS REPLACED		\$60,000.00		
ID0184	LANDSCAPING-TREE TRIMMING(Non-Dwelling Site Work (1480)-Landscape)	KEEP TREES AND LANDSCAPING IN SHAPE		\$10,000.00		
ID0208	REPLACEMENT OF FLOOR TILES(Dwelling Unit-Interior (1480)-Flooring (non routine))	FLOOR TILE REPLACED		\$100,000.00		
	INGRAM HEIGHTS (VA010000004)			\$20,600.00		
ID0056	CATHODIC PROTECTION SURVEY(Non-Dwelling Site Work (1480)-Site Utilities)	CHECK GAS LINES		\$800.00		



Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 4 2023

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0069	STORM DRAIN MAINTENANCE(Non-Dwelling Site Work (1480)-Storm Drainage)	CLEAN OUT DRAINS		\$7,100.00
ID0105	INTERIOR PAINTING OF APARTMENTS(Dwelling Unit-Interior (1480)-Interior Painting (non routine))	PAINT UNITS 5 OR MORE YRS SINCE LAST PAINT		\$5,700.00
ID0186	LANDSCAPING-TREE TRIMMING(Non-Dwelling Site Work (1480)-Landscape)	KEEP TREES AND LANDSCAPING IN SHAPE		\$7,000.00
	PLEASANT VIEW (VA010000003)			\$130,600.00
ID0060	CATHODIC PROTECTION SURVEY(Non-Dwelling Site Work (1480)-Site Utilities)	CHECK GAS LINES		\$1,000.00
ID0072	STORM DRAIN MAINTENANCE(Non-Dwelling Site Work (1480)-Storm Drainage)	CLEAN OUT DRAINS		\$8,000.00
ID0106	INTERIOR PAINTING OF APARTMENTS(Dwelling Unit-Interior (1480)-Interior Painting (non routine))	PAINT UNITS 5 OR MORE YRS SINCE LAST PAINT		\$12,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 4 2023

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0203	REPLACE KITCHEN COUNTERTOPS(Dwelling Unit-Interior (1480)-Kitchen Cabinets)	NEW KITCHEN COUNTERTOPS		\$50,000.00
ID0212	RE-WIRE EXHAUST FAN SWITCHES(Dwelling Unit-Interior (1480)-Electrical)	FAN COMES ON AUTOMATICALLY WHEN LIGHT IS TURNED ON		\$1,200.00
ID0213	RE-WIRE & MOVE SMOKE ALARMS(Dwelling Unit-Interior (1480)-Electrical)	MOVE SMOKE ALARMS AWAY FROM BATHROOMS		\$3,400.00
ID0214	OVERSTOVE MICROWAVE(Dwelling Unit-Interior (1480)-Appliances)	PUT MICROWAVES OVER THE STOVES		\$38,000.00
ID0215	BRICK COOK OUT GRILL(Non-Dwelling Site Work (1480)-Playground Areas - Equipment)	BUILD A GRILL FOR RESIDENT USAGE		\$10,000.00
ID0222	LANDSCAPING-TREE TRIMMING(Non-Dwelling Site Work (1480)-Landscape)	KEEP TREES AND LANDSCAPING IN SHAPE		\$7,000.00
	SBELAND CROSSING PHASE I-III (VA010000005)			\$60,500.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 4 2023

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0165	LANDSCAPING-TREE TRIMMING(Non-Dwelling Site Work (1480)-Landscape)	KEEP TREES AND LANDSCAPING IN SHAPE		\$12,000.00
ID0169	RENTAL UNIT MAINTENANCE(Dwelling Unit-Interior (1480)-Flooring (non routine), Dwelling Unit-Interior (1480)-Mechanical)	UNIT REPLACEMENT CARPETS-HVAC-OTHER SYSTEMS		\$25,000.00
ID0170	STORM DRAIN MAINTENANCE(Non-Dwelling Site Work (1480)-Storm Drainage)	CLEAN OUT DRAINS		\$15,000.00
ID0216	INSTALL CONCRETE PAD IN FRONT OF DUMPSTER(Non-Dwelling Site Work (1480)-Asphalt-Concrete - Paving)	CONCRETE PAD INSTALLED IN FRONT OF DUMPSTER		\$2,500.00
ID0217	SEWER REPAIRS(Dwelling Uni-Site Work (1480)-Sewer Lines - Mains)	REPAIRS TO SEWER AT SLADE BLDG		\$1,000.00
ID0218	MAINTENANCE ON FIRST TEE AREA(Non-Dwelling Site Work (1480)-Landscape)	FIRST TEE AREA UPKEEP		\$5,000.00
	Subtotal of Estimated Cost			\$1,209,545.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 5 2024

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0232	AUTHORITY-WIDE (NAWASD)  OPERATIONS(Operations (1406))	OPERATIONS		\$241,909.00
ID0233	ADMINISTRATION(Administration (1410)-Salaries)	ADMINISTRATION		\$70,000.00
ID0234	COMPUTER SOFTWARE/HARDWARE(Management Improvement (1408)-System Improvements)	EQUIPMENT-PROGRAMS		\$20,000.00
ID0235	STAFF TRAINING(Management Improvement (1408)-Staff Training)	TRAINING		\$6,000.00
ID0237	NETWORK ADMINISTRATOR(Management Improvement (1408)-System Improvements)	SALARY FOR STAFF		\$35,000.00
ID0238	Maintenance Equipment - Small(Management Improvement (1408)-Other)	EQUIPMENT FOR STAFF		\$4,996.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 5 2024

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0239	Maintenance Equipment - Uniforms(Management Improvement (1408)-Other)	UNIFORMS FOR MAINT. STAFF		\$15,000.00
	CARDINAL VILLAGE (VA010000001)			\$250,000.00
ID0240	INTERIOR PAINTING OF APARTMENTS(Dwelling Unit-Interior (1480)-Interior Painting (non routine))	PAINT UNITS 5 OR MORE YRS SINCE LAST PAINT		\$10,000.00
ID0241	LANDSCAPING-TREE TRIMMING(Non-Dwelling Site Work (1480)-Landscape)	KEEP TREES AND LANDSCAPING IN SHAPE		\$15,000.00
ID0247	Replace refrigerators(Dwelling Unit-Interior (1480)-Appliances)	Replace Refrigerators with up to date , energy efficient appliances		\$150,000.00
ID0256	Replace Outside Lighting (Dwelling Unit-Site Work (1480)-Lighting)	Replace Outside lighting with newer poles, bulbs		\$75,000.00
	CEDAR TERRACE (VA010000002)			\$258,240.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 5 2024

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0242	INTERIOR PAINTING OF APARTMENTS(Dwelling Uni-Interior (1480)-Interior Painting (non routine))	PAINT UNITS 5 OR MORE YRS SINCE LAST PAINT		\$15,000.00
ID0243	LANDSCAPING-TREE TRIMMING(Non-Dwelling Site Work (1480)-Landscape)	KEEP TREES AND LANDSCAPING IN SHAPE		\$15,000.00
ID0250	Replace refrigerators(Dwelling Uni-Interior (1480)-Appliances)	Replace Refrigerators with up to date , energy efficient appliances		\$150,000.00
ID0257	Replace Outside Lighting (Dwelling Uni-Site Work (1480)-Lighting)	Replace Outside lighting with newer poles, bulbs		\$78,240.00
	INGRAM HEIGHTS (VA010000004)			\$122,600.00
ID0245	LANDSCAPING-TREE TRIMMING(Non-Dwelling Site Work (1480)-Landscape)	KEEP TREES AND LANDSCAPING IN SHAPE		\$15,000.00
ID0246	REPLACE KITCHEN COUNTERTOPS(Dwelling Uni-Interior (1480)-Kitchen Cabinets)	NEW KITCHEN COUNTERTOPS		\$50,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 5 2024

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0251	Replace refrigerators(Dwelling Unit-Interior (1480)-Appliances)	Replace Refrigerators with up to date , energy efficient appliances		\$57,600.00
	PLEASANT VIEW (VA010000003)			\$95,800.00
ID0248	Replace refrigerators(Dwelling Unit-Interior (1480)-Appliances)	Replace Refrigerators with up to date , energy efficient appliances		\$88,800.00
ID0249	LANDSCAPING-TREE TRIMMING(Non-Dwelling Site Work (1480)-Landscape)	KEEP TREES AND LANDSCAPING IN SHAPE		\$7,000.00
	SEELAND CROSSING PHASE I-III (VA010000005)			\$90,000.00
ID0252	LANDSCAPING-TREE TRIMMING(Non-Dwelling Site Work (1480)-Landscape)	KEEP TREES AND LANDSCAPING IN SHAPE		\$15,000.00
ID0253	RENTAL UNIT MAINTENANCE(Dwelling Unit-Interior (1480)-Flooring (non routine).Dwelling Unit-Interior (1480)-Mechanical)	UNIT REPLACEMENT CARPETS-HVAC-OTHER SYSTEMS		\$35,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)

Work Statement for Year 5 2024

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0234	STORM DRAIN MAINTENANCE(Non-Dwelling Site Work (1480)-Storm Drainage)	CLEAN OUT DRAINS		\$15,000.00
ID0235	Office Upgrades 299 Garfield (Non-Dwelling Interior (1480)-Administrative Building)	Upgrade carpet, paint interior of rental office at 200 Garfield		\$25,000.00
	Subtotal of Estimated Cost			\$1,209,545.00



Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part III: Supporting Pages - Management Needs Work Statements (s)

Work Statement for Year	1	2020	
Development Number/Name General Description of Major Work Categories			Estimated Cost
Housing Authority Wide			
OPERATIONS(Operations (1406))			\$224,700.00
ADMINISTRATION(Administration (1410)-Salaries)			\$75,000.00
COMPUTER SOFTWARE/HARDWARE(Management Improvement (1408)-System Improvements)			\$8,000.00
STAFF TRAINING(Management Improvement (1408)-Staff Training)			\$6,000.00
NETWORK ADMINISTRATOR(Management Improvement (1408)-System Improvements)			\$30,000.00
HAND TOOLS(Management Improvement (1408)-Other)			\$1,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 1	2020
Development Number/Name General Description of Major Work Categories	Estimated Cost
MAINTENANCE ENHANCEMENT(Management Improvement (1408)-Other)	\$7,000.00
ARCHITECTURAL & ENGINEERING FEES(Contract Administration (1480)-Other Fees and Costs)	\$20,000.00
Subtotal of Estimated Cost	\$371,700.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part III: Supporting Pages - Management Needs Work Statements (s)

Work Statement for Year	2021	
Development Number/Name		Estimated Cost
General Description of Major Work Categories		
Housing Authority Wide		
OPERATIONS(Operations (1406))		\$133,700.00
ADMINISTRATION(Administration (1410)-Salaries)		\$75,000.00
COMPUTER SOFTWARE/HARDWARE(Management Improvement (1408)-System Improvements)		\$6,000.00
STAFF TRAINING(Management Improvement (1408)-Staff Training)		\$6,000.00
NETWORK ADMINISTRATOR(Management Improvement (1408)-System Improvements)		\$35,000.00
HAND TOOLS(Management Improvement (1408)-Other)		\$4,996.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year	2021
Development Number/Name General Description of Major Work Categories	Estimated Cost
MAINTENANCE ENHANCEMENT(Management Improvement (1408)-Other)	\$7,500.00
ARCHITECTURAL & ENGINEERING FEES(Contract Administration (1480)-Other Fees and Costs)	\$35,000.00
Subtotal of Estimated Cost	\$303,196.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part III: Supporting Pages - Management Needs Work Statements (s)

Work Statement for Year	3	2022	
Development Number/Name		Estimated Cost	
General Description of Major Work Categories			
Housing Authority Wide			
OPERATIONS(Operations (1406))		\$200,549.00	
ADMINISTRATION(Administration (1410)-Salaries)		\$80,000.00	
COMPUTER SOFTWARE/HARDWARE(Management Improvement (1408)-System Improvements)		\$6,000.00	
STAFF TRAINING(Management Improvement (1408)-Staff Training)		\$6,000.00	
NETWORK ADMINISTRATOR(Management Improvement (1408)-System Improvements)		\$35,000.00	
HAND TOOLS(Management Improvement (1408)-Other)		\$4,996.00	

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year	2022
Development Number/Name General Description of Major Work Categories	Estimated Cost
MAINTENANCE ENHANCEMENT(Management Improvement (1408)-Other)	\$7,500.00
ARCHITECTURAL & ENGINEERING FEES(Contract Administration (1480)-Other Fees and Costs)	\$45,000.00
<b>Subtotal of Estimated Cost</b>	<b>\$385,045.00</b>

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part III: Supporting Pages - Management Needs Work Statements (s)

Work Statement for Year	2023	
Development Number/Name		
General Description of Major Work Categories		Estimated Cost
Housing Authority Wide		
OPERATIONS(Operations (1406))		\$200,549.00
ADMINISTRATION(Administration (1410)-Salaries)		\$70,000.00
COMPUTER SOFTWARE/HARDWARE(Management Improvement (1408)-System Improvements)		\$20,000.00
STAFF TRAINING(Management Improvement (1408)-Staff Training)		\$6,000.00
NETWORK ADMINISTRATOR(Management Improvement (1408)-System Improvements)		\$35,000.00
HAND TOOLS(Management Improvement (1408)-Other)		\$4,996.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part III: Supporting Pages - Management Needs Work Statements (s)

Work Statement for Year	4	2023	
Development Number/Name		Estimated Cost	
General Description of Major Work Categories			
MAINTENANCE ENHANCEMENT(Management Improvement (1408)-Other)		\$7,500.00	
ARCHITECTURAL & ENGINEERING FEES(Contract Administration (1480)-Other Fees and Costs)		\$40,000.00	
Subtotal of Estimated Cost		\$384,045.00	



Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 5	2024
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
OPERATIONS(Operations (1406))	\$241,909.00
ADMINISTRATION(Administration (1410)-Salaries)	\$70,000.00
COMPUTER SOFTWARE/HARDWARE(Management Improvement (1408)-System Improvements)	\$20,000.00
STAFF TRAINING(Management Improvement (1408)-Staff Training)	\$6,000.00
NETWORK ADMINISTRATOR(Management Improvement (1408)-System Improvements)	\$35,000.00
Maintenance Equipment - Small(Management Improvement (1408)-Other)	\$4,996.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 2577-0274  
 02/28/2022

Part III: Supporting Pages - Management Needs Work Statements (s)

Work Statement for Year	2024	
Development Number/Name General Description of Major Work Categories		Estimated Cost
Maintenance Equipment - Uniforms(Management Improvement (1408)-Other)		\$15,000.00
Subtotal of Estimated Cost		\$392,905.00

## **Overview**

Danville Redevelopment and Housing Authority established a new housing education department, The Center For Housing Education, in 2016. The Center is a US Dept. of Housing and Urban Development (HUD) approved Housing Counseling Agency.

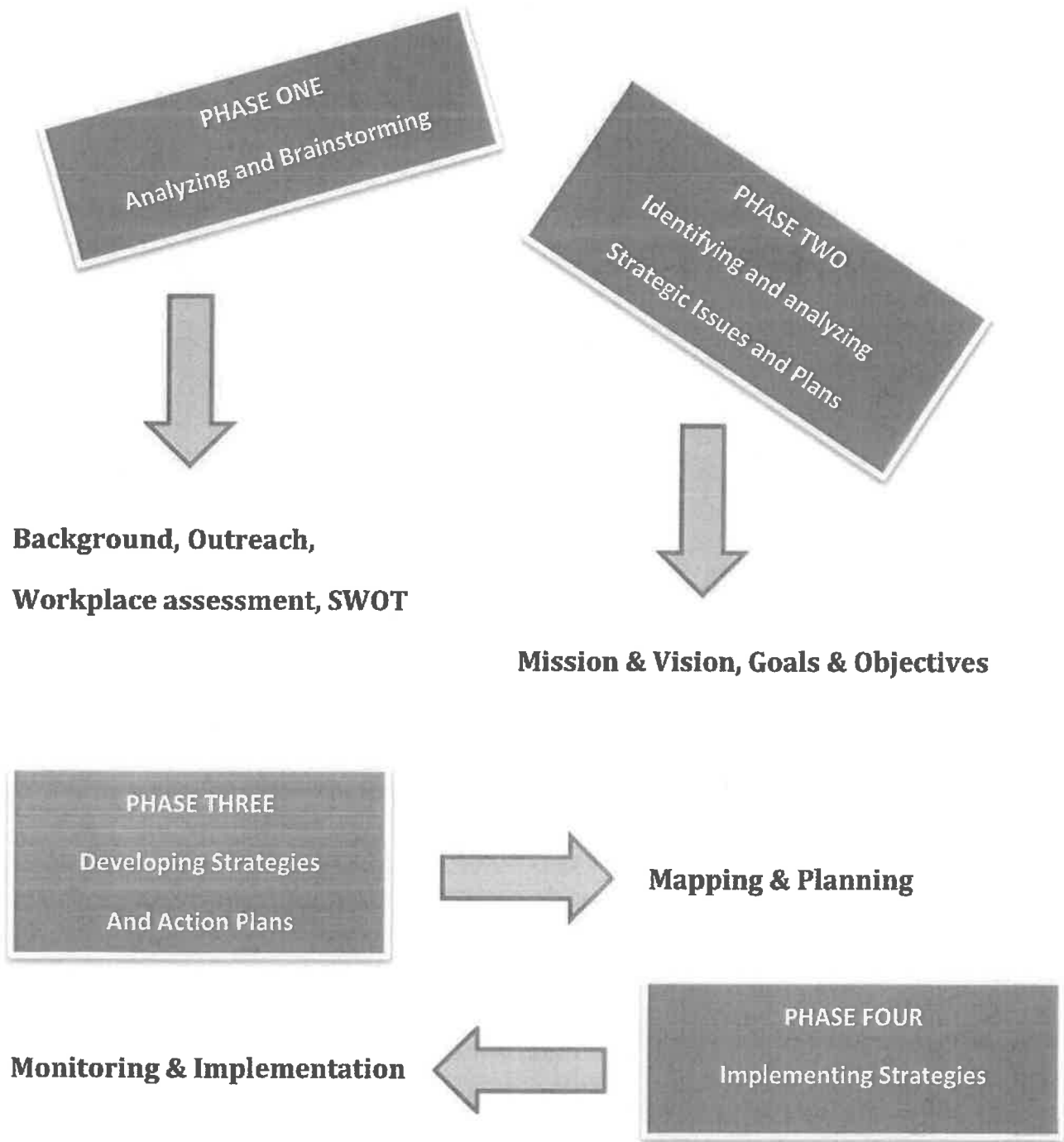
Mission statement: The Center For Housing Education cultivates housing lifestyles for each consumer while they transition along the affordable housing spectrum by tailoring educational opportunities and financial wellness through individual counseling and workshops.

The Center provides programs that will connect with the community to promote wealth preservation and educational expertise to spark a different and a more significant conversation within the community and throughout the State of Virginia. The goal of the center is to create educational opportunities that will prepare individuals for the new challenges as they transition along the affordable housing spectrum, while instilling the value of property maintenance for the community's sustainability.

Services offered to individuals, families/ households are: financial literacy counseling/course, credit counseling, rental counseling/course, pre and post purchase counseling, Homebuyers Gold Club educational course, hand on post purchase workshop, fair housing training, disaster relief counseling/training, and youth financial literacy training. The center provides face to face, phone and group confidential counseling/training services. The Center for Housing Education defines a housing counselor as a professional who provides advice, guidance and coaching to individuals and households in order to assist them in improving their housing situation, and meeting the responsibilities of tenancy and homeownership.

The Center promotes homeownership through the new Choice Home program. Through this program consumers can purchase new manufactured homes within the city limits of Danville, VA. Our mission statement: The Center For Housing Education cultivates housing lifestyles for each consumer while they transition along the affordable housing spectrum by tailoring educational opportunities and financial wellness through individual counseling and workshops.

# Danville Redevelopment and Housing Authority Strategic Plan Template



## **MISSION STATEMENT:**

**The Danville Redevelopment and Housing Authority's mission is to provide safe, decent, and sanitary housing conditions for very low-income families and to manage resources efficiently. DRHA will strive to promote personal, economic and social upward mobility to provide families the opportunity to make the transition from subsidized to non-subsidized housing**

## **VISION STATEMENT:**

**The Danville Redevelopment and Housing Authority's vision is to become a vital partner in revitalizing the housing community in Danville, VA, and the surrounding communities, through development, management, and the renovation of neighborhoods. DRHA's goals are designed to improve health, safety, employment, mobility, and educational outcomes. DRHA wishes to create partnerships that are necessary for public and private reinvestment in the community, including improving racial disparities, creating a better quality of life, and improving family assets.**

## **Strengths, Weaknesses, Opportunities, and Threats (SWOT)**

### Strengths

- Organization Longevity
- Experienced Staff
- Community Engagement
- Proactive Planning
- Engaged Board of Commissioners
- Financially Secure
- Legal Team
- Resident and Youth Relations

### Weaknesses

- Quality Control Policies
- Consistency in Operations
- Staff Accountability
- IT Service
- Outdated Technology
- Staff Education
- Outgoing Staff

### Opportunities

- Partnerships with developers
- Growing Housing Needs
- Partnerships with other Non-profits
- Partnerships with municipalities
- Employment growth in the Community

### Threats

- Competition from Private Developers
- Economical History in Danville
- Competition for Tax Credits
- Competitive Market Rate Units
- Competitive Affordable Housing

## Our Goals

Goal 1: Improve HUD PHAS Score **HIGH PRIORITY**- Complete in 2021

Strategies:

- a) Improve Tenant Account Receivables by implementing enforcement of rent collections
- b) Improve Vacancy Rates: Market available units, Online Waiting Lists, Create Unit Prep Team
- c) Improve REAC Scores: Create a Planned Maintenance Team, Conduct in- house inspections
- d) Improve Work Order Turnarounds: Create Mechanics Teams, Implement Mobil Work order systems:
- e) Have a score of Standard for 2020
- f) Have a score of High Performer in 2021

Goal 2: Improve the consistency of the operations of the agency. **HIGH PRIORITY**

Strategies:

- a) Review and Update DRHA Policies & Procedures Manual: **Complete 2021**
- b) Review and Update Section 8 ADMIN Plan: **Complete 2021**
- c) Review and Update Public Housing ACOP: **Complete 2021**
- d) Review & Update Maintenance Policy: **Complete 2021**
- e) Create a new IT team, Possibly partner with an outside company: **Complete 2021**
- f) Utilize the software to implement Lindsey for efficient client submissions: **Complete 2022**
- g) Rearranging staff to ensure that job duties are clearly defined and that there are goals for each employee to meet or exceed: **Complete 2021**
- h) Create new Quality Control procedures for all aspects of operations: **Complete 2021**
- i) Implement a training program for all staff. Ensure that staff has a clear understanding of their job duties and the expectations of the agency: **Ongoing**
- j) Reward staff for a job well done through bonuses, raises, and promotions when merited: **Ongoing**
- k) Train staff to ensure that they are aware of the customer service standards of the agency: **Ongoing**
- l) Enhance public dialogue, improve public awareness, and promote community outreach: **Ongoing**
- m) Security Enhancement of Properties: **Complete 2021**

Goal 3: Increase Affordable Housing

Strategies:

- a) Promote affordable housing by increasing DRHA's portfolio: **Increase by 15% 2022**
- b) Invest in purchasing rental properties that will cash flow and allow DRHA to increase their profits in order to achieve the vision statement: **Ongoing**

- c) Pursue diverse public, private partnerships that fit the mission and vision of DRHA: **Ongoing**
- d) Hire property management staff as these properties grow: **Ongoing**
- e) Project-base vouchers in units that are either owned by DRHA or fit into the mission and Vision: **Ongoing**
- f) Increase number of participants in the education and financial literacy program: **High priority for 2021**

Goal 4: Housing Development/Neighborhood Revitalization

Strategies:

- a) Create a non-profit component unit of the HA: **Complete 2021**
- b) Partner with the City of Danville and the Danville Neighborhood Development Corporation: **Complete 2021**
- c) Partner with experienced, dedicated developers that can assist with Tax Credit applications, community "buy-in," land acquisition, Etc: **Ongoing**
- d) Partner with local nonprofits to pool money and resources into improving the quality of housing within the neighborhoods of Danville: **Ongoing**
- e) Partner with financial institutions to tap into the funding opportunities needed to invest in properties: **High Priority for 2021**
- f) Increase the Choice Homes Program (Modular): **Complete 2023**
- g) Partner with other municipalities to create a positive relationship that will allow DRHA to access features and services that may be available: **Complete 2022**

Goal 5: Innovation

Strategies:

- a) Keeping an open mind about opportunities that may present themselves, as long as they align with the vision and mission of the agency:
- b) Research and learn from the innovative ways that other Housing Authorities are expanding their resources:
- c) Be willing to consider alternatives to increase revenue and services:
- d) Be prepared to revisit the strategic plan and understand that growth is about change:

Goal 6: Resident /Youth Relations

Strategies:

- a) Promote Home ownership
- b) Increase Skill building and Job Training opportunities
- c) Innovative Youth Programs
- d) Increase opportunities for residents outside of Danville
- e) Promote LL participation