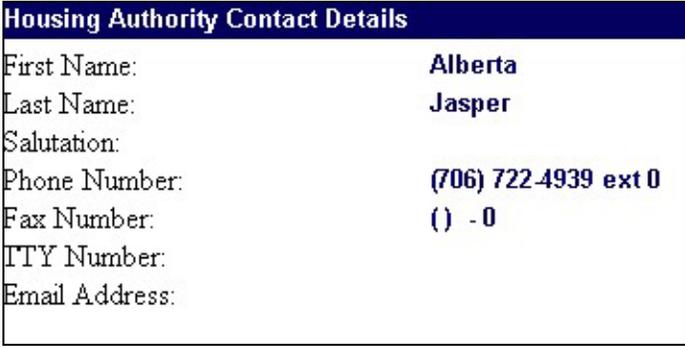
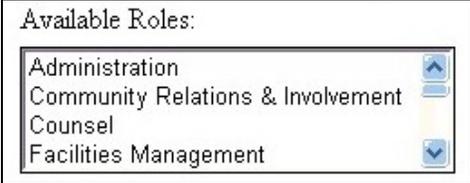


Appendix A

Quick Reference Guide (Hub and PC Version)

<p>1. Log on to PIC.</p>																			
<p>2. Access the Housing Authority Submodule.</p>																			
<p>3. Select an HA from the HA List.</p>	<table border="1" data-bbox="812 737 1318 1150"> <thead> <tr> <th style="text-align: left;">HA Code ▲</th> <th style="text-align: left;">HA Name ▲</th> </tr> </thead> <tbody> <tr> <td>TX001</td> <td>Austin</td> </tr> <tr> <td>TX006</td> <td>San Antonio</td> </tr> <tr> <td>TX007</td> <td>Brownsville</td> </tr> <tr> <td>TX008</td> <td>Corpus Christi</td> </tr> <tr> <td>TX011</td> <td>Laredo</td> </tr> <tr> <td>TX016</td> <td>Del Rio</td> </tr> <tr> <td>TX019</td> <td>Eagle Pass</td> </tr> <tr> <td>TX025</td> <td>San Benito</td> </tr> </tbody> </table>	HA Code ▲	HA Name ▲	TX001	Austin	TX006	San Antonio	TX007	Brownsville	TX008	Corpus Christi	TX011	Laredo	TX016	Del Rio	TX019	Eagle Pass	TX025	San Benito
HA Code ▲	HA Name ▲																		
TX001	Austin																		
TX006	San Antonio																		
TX007	Brownsville																		
TX008	Corpus Christi																		
TX011	Laredo																		
TX016	Del Rio																		
TX019	Eagle Pass																		
TX025	San Benito																		
<p>4. Verify HA Information:</p> <ul style="list-style-type: none"> • Program Details • Phone Numbers • Email Addresses • Physical and Mailing Addresses 	<div data-bbox="751 1184 1377 1535" style="border: 1px solid black; padding: 5px;"> <p>Address Information</p> <p>Select Address Type: Physical ▼</p> <p>Address Line 1: 1640B E 2ND Street</p> <p>Address Line 2:</p> <p>City/Locality: AUSTIN</p> <p>County Name: TRAVIS</p> <p>State: TX</p> <p>Zip Code: 78702 - 4412</p> </div>																		

<p>5. Enter or Update HA Contact Information:</p> <ul style="list-style-type: none"> • Names • Roles • Phone Numbers • Email Addresses • Physical and Mailing Addresses 	 <p>Housing Authority Contact Details</p> <p>First Name: Alberta Last Name: Jasper Salutation: Phone Number: (706) 722-4939 ext 0 Fax Number: () - 0 TTY Number: Email Address:</p>
<p>6. Assign HUD Staff (if necessary).</p>	 <p>Available Roles:</p> <ul style="list-style-type: none"> Administration Community Relations & Involvement Counsel Facilities Management
<p>7. Assign a Temporary Office (if necessary).</p>	 <p>Temporary Office Assignment List</p> <p>Did not find any temporary office assignments for this HA.</p>
<p>8. Review/Approve/Reject Occupancy Reports.</p>	 <p>Housing Authority Occupancy</p> <p>Report Period End Date: 09/30/2003 Status View: Submitted for Approval</p>
<p>9. Generate reports.</p>	 <p>HUD Staff Temporary Office Occupancy Report Reports</p> <p>Housing Authority HA Contacts HA History Comments Approval</p> <p>HA Contact List HA Profile HA Report HA Summary Development Summary</p>

Appendix B Grant Acronym List

Note: Some of the grants listed may no longer be available.

All	All Grants
Operating Subsidy	Performance Funding System (Operation Subsidy for Public Housing)
CBMG	No longer in use.
Certificates	Housing Choice Vouchers
CFP	Capital Fund Grant
CIAP	Comprehensive Improvement Assistance Program
Comp Grant	Competitive Grant Program
PHDEP	Public Housing Drug Elimination Program
EDSS	Economic Development Support Services
FIC	Family Investment Center
HEI	No longer in use.
HOP1	HOPE 1 Planning Grant
HOPE VI	HOPE VI Planning Grant
LBP	Lead-Based Paint Grant
Mod-Rehab	Section 8 Moderate Rehabilitation Grant
MT	No longer in use.
MTO	Moving to Opportunity for Fair Housing Grant

PDEV	Public Housing Development Payment Voucher
PSPG	Special Purpose Grants Payment Voucher
SCPH	Service Coordinators for Public Housing Payment Vouchers
Single-Room Occupancy	Single-Room Occupancy Program Grant
TOP	Tenant Opportunities Program Payment Voucher
UYC	Urban Youth Corp Payment Voucher
Vouchers	Housing Choice Vouchers
VRP	Vacancy Reduction Program
YAP	Youth Apprenticeship Program
YDI	Youth Development Initiative
Youth Sports Program	Public Housing Youth Sports Program Payment Voucher

Appendix C

List of Available Roles for HUD Staff and HA Contacts

As of December, 2003

HA Contact Roles	HUD Staff Roles
<ul style="list-style-type: none"> • Accountant • Assistant Executive Director • Attorney • Board Chairperson • Board Chairperson (Acting) • Board Member • Board Member (Resident) • Board Vice Chairperson • CDBG Administrator • Chief Executive Officer • Chief Financial Officer • Chief Information Officer • Chief Operating Officer • Congressional Staff • Contact • Executive Director • Executive Director (Acting) • Federal Official • Financial Officer • Formula Characteristics • FSS Coordinator • HA Housing Director • HA PIC Contact • HA Public Contact • HUD Field Staff • IPA Auditor • Local Official • Maintenance Officer • Mayor • Mayor (Acting) • Miscellaneous • Planners • Resident Leader/President • Section 8 Director • State Agency Director • State/Local Government 	<ul style="list-style-type: none"> • Administration • Community Relations and Involvement • Counsel • Facilities Management • Finance and Budget • Financial Analyst • Leasing Management Services • Legal • Maintenance • Marketing, Leasing, and Management • Management Information System (MIS) • Operations • Organization, Administration, and Planning • Organization, Management, and Plan • PIC Coach • Planning and Analysis • Public Housing Revitalization Specialist • Public Trust Specialist • Supervision/Management • Team Leader