

811PRA Program

On-Site Preparation

The following information will assist in completing the 811PRA review. Please collect the below information and be prepared to discuss.

Project Identification
Project Name
Address, City, State, Zip

Security

Indicate whether any of the events below have been documented in the last twelve months, and the frequency of the event(s).

Event	Frequency	Event	Frequency
Break-ins		Arrests	
Vandalism		Drug activity	
Auto theft		Other (specify):	
Personal assaults		None	

Comments:

Vacancy and Turnover

A. Vacancy rate for 811PRA units over the past 12 months? _____

Comments:

B. Average Length of time for unit turnover: _____

Maintenance Procedures

A. Average number of days from move-out until the unit is ready for occupancy? _____

Comments :

B. Current number of open work orders/maintenance requests, and comments:

Between 1-3 days: _____

Between 4-7 days: _____

More than one week: _____

Training

Does owner/agent have a formal ongoing training program for its staff? Yes No

If yes, indicate types of training used and the frequency.

Type	Frequency	Type	Frequency
On-site		Industry/Association Training	
HUD seminars		Local colleges	
Energy conservation		Other (specify):	

Lease, Deposits, Rent

A. Aside from rents and security deposits, what other charges are assessed (replacement keys, lockouts, etc.)? List the type and amount. _____

B. Number of evictions completed during the last 12 months: _____

C. Average cost per eviction: \$ _____

D. Eviction handled by:

Owner/Agent Attorney on staff Attorney on contract Attorney on call

Miscellaneous

A. Total number of 811PRA units: _____

B. Total number of other (non-811PRA units) restricted to persons with disabilities: _____

C. Total number of units at the property (assisted + non-assisted): _____

D. Percentage of property units restricted to persons with disability (A+B) / C = _____