

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

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2000

NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES

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PHAgency Plan Agency Identification

PHA Name: Altoona Housing Authority

PHA Number: PA28-P031

PHA Fiscal Year Beginning: (mm07/yyyy2000) 07/2000

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:
(select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government (City Clerk's Office)
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website (website is currently in development)
- Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA
- PHA development management offices
- Other (list below)

5-YEAR PLAN PHA FISCAL YEARS 2000 - 2004

[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is:

The Mission of the Altoona Housing Authority is to provide affordable, quality housing that promotes self-sufficiency and other resident opportunities based on sound management which is a valuable asset to the community.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies: [achieve 97% occupancy](#)
 - Leverage private or other public funds to create additional housing opportunities: [utilize homeownership sales proceeds to develop housing opportunities.](#)
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score) [95](#)

- Improve voucher management: (SEMAP score)
- Increase customer satisfaction: [monitor HUD survey results to maintain/increase resident satisfaction in public housing and Section 8.](#)
- Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units: [continue modernization efforts to retain residents and provide highest quality possible.](#)
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)
 1. [Follow established HUD procedures to keep existing Section 8 Moderate Rehabilitation certificates with existing non-profit agencies when original contracts expire.](#)
 2. [Work with City of Altoona and property owner to ensure expiration of Section 8 Project Based Certificates at Penn Alto do not result in loss of affordable housing opportunity to low income residents.](#)

- PHA Goal: Increase assisted housing choices
Objectives:
 - Provide voucher mobility counseling:
 - Conduct outreach efforts to potential voucher landlords
 - Increase voucher payment standards
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- PHA Goal: Provide an improved living environment
Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements: [implement youth oriented drug prevention activities funded by PHDEP grant.](#)

- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - Increase the number and percentage of employed persons in assisted families: [5% per year.](#)
 - Provide or attract supportive services to improve assistance recipients' employability: [work with service agencies to provide necessary services.](#)
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities. [Continue resident service coordinator at elderly sites.](#)
 - Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Other: (list below)

Other PHA Goals and Objectives: (list below)

1. To manage the Authority using recognized sound administration practices.
2. To manage the Authority following sound fiscal practices.
3. To adopt the highest standards in operating housing developments.
4. To promote self-sufficiency and independence of residents.
5. To pursue partnerships which promote resident opportunity and quality of life.
6. To ensure that the maintenance function is performed efficiently and cost effectively.
7. To provide housing that is an asset to the community.
8. To market the administrative, management and other skills of the Authority.
9. To acquire assets which will support the mission of the Authority.

Annual PHA Plan PHA Fiscal Year 2000

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

- High Performing PHA**
 Small Agency (<250 Public Housing Units)
 Administering Section 8 Only

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

[The Quality Housing and Work Responsibility Act of 1998 \(QHWRA\) makes several changes in the way public housing is administered. QHWRA now requires public housing authorities to engage in short and long term planning in an effort to improve operations and make authorities more efficient. The agency's Annual and Five Year Plan incorporate goals and policies to insure an efficient and cost effective operation.](#)

[The Altoona Housing Authority has been designated as a "High Performing PHA" by the PHAS and PHMAP evaluation criteria. This designation exempts the Authority from many of the QHWRA requirements and allows submission of a "streamlined plan". While the Authority was exempt from some categories in the Annual Plan, the information required was considered and evaluated in the development of our plan.](#)

[Following is a summary of each component of the Annual Plan:](#)

Housing Needs

[This section is a statement of the housing needs of the extremely low \(below 30%\), very-low \(30-50%\) and low-income \(50-80% of median income\) residents of the City of Altoona. We administer 536 Public Housing apartments, 18 home ownership units, and 917 Section 8 Certificates, Vouchers and Mod Rehab units.](#)

[An examination of current occupancy levels and waiting list information shows a majority of families with incomes below 30% of median income. This illustrates a need to maintain quality affordable housing choices for these families.](#)

Financial Resources

Currently, we have sufficient financial resources to maintain the operation of the Housing Authority. We have been able to adjust to the fluctuations in HUD funding regulations and maintain a consistent level of operation. As occupancy levels have increased in the Section 8 program we have become concerned that HUD funding levels are not sufficient to maintain the level of certificates and vouchers previously awarded. Staff will closely monitor this situation in the future.

Policies Governing Eligibility, Selection, Admissions

This section outlines our policies for 1) eligibility of applicants for Public Housing and Section 8 rental assistance; 2) selection process and waiting list maintenance for Public Housing and Section 8 participants, and 3) continued occupancy of Public Housing and Section 8 apartments.

Although the regulations allow the development of site-based waiting lists we do not meet the established criteria, nor would we benefit from site-based waiting lists. Also, a review of local conditions for current residents and applicants do not warrant a de-concentration policy.

Rent Determination

Public Housing residents are now able to choose between income based or flat rate rents, we have determined that ceiling rents are not necessary at this time. The flat rent option should help with our occupancy issues by making our apartments less expensive than comparable subsidized apartments in the community. Our minimum rent will be maintained at the current \$50.

Operations and Management

This section addresses relevant rules, standards and policies governing maintenance and management of the housing owned, assisted or operated by the Authority. High performer exempt.

Grievance Procedures

This section outlines the grievance procedures available to residents and applicants. Our grievance procedure has been reviewed and updated. High performer exempt.

Capital Improvements

The Altoona Housing Authority has been diligent in maintaining a high standard of quality for all of the properties it owns and manages. This section includes a copy of our Capital Improvements Grant Application. The application indicates total needed improvements exceed \$7.0 million, while annual funding is limited to \$765,000. The Capital Fund replaces the Comprehensive Grant Program. The Annual Statement HUD-52837 and 5 year action plan are included.

Demolition and/or Disposition

We are not proposing the demolition or disposition of any of our existing public housing apartments nor will we be applying for Hope VI funding.

Designation of Public Housing

The Green Avenue and Eleventh Street Towers have previously been designated as "Elderly Only". This designation has helped to stabilize the resident population in both buildings and we are proposing that this designation be extended. High performer exempt.

Conversion of Public Housing

Analysis of housing stock does not indicate need to convert additional public housing units beyond those units currently approved for conversion from efficiency to one bedroom apartments in the Green Avenue Tower. High performer exempt.

Homeownership

The Altoona Housing Authority has been successful in developing home ownership opportunities for our residents through a Section 5(h) Homeownership Plan. Seventy-two houses were developed for home ownership for low-income families. Sales proceeds will be utilized to develop additional housing opportunities. High performer exempt

Community Service and Self Sufficiency

This section outlines our coordination efforts with the Department of Public Welfare and other agencies providing services and assistance to residents to gain self-sufficiency. High performer exempt.

Safety and Crime Prevention

This section outlines our strategy for safety and crime prevention to ensure the safety of our residents.

We are planning to continue our relationship with the Altoona Police Department and have received Public Housing Drug Elimination Program (PHDEP) funds to expand the police presence in the community and provide prevention activities for the children of the community.

Additional regulations require submission of our PHDEP Strategy with this document. The required descriptions and funding requests are included.

Ownership of Pets in Public Housing

The Department of Housing and Urban Development has yet to finalize rules and regulations concerning this requirement. This section will be reserved and information will be inserted following appropriate guidance from HUD.

Civil Rights Certification

This section of the plan contains the necessary Civil Rights Certifications indicating that we will carry out our Plan in compliance with all applicable civil rights requirements and that we will affirmatively further fair housing.

Most Recent Fiscal Year Audit

This section of our Plan contains a copy of our most recent fiscal year audit. We received an unqualified opinion for this year's audit.

Asset Management

The Authority previously established policies to effectively manage the Authority's assets. High performer exempt.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

Table of Contents

	<u>Page #</u>
Annual Plan	
i. Executive Summary	<u>1</u>
ii. Table of Contents	<u>5</u>
1. Housing Needs	<u>9</u>
2. Financial Resources	<u>17</u>
3. Policies on Eligibility, Selection and Admissions	<u>19</u>
4. Rent Determination Policies	<u>30</u>
5. Operations and Management Policies	<u>35</u>
6. Grievance Procedures	<u>37</u>
7. Capital Improvement Needs	<u>38</u>
8. Demolition and Disposition	<u>40</u>
9. Designation of Housing	<u>42</u>
10. Conversions of Public Housing	<u>44</u>
11. Homeownership	<u>46</u>
12. Community Service Programs	<u>49</u>
13. Crime and Safety	<u>52</u>
14. Pets (Inactive for January 1 PHAs)	<u>55</u>
15. Civil Rights Certifications (included with PHA Plan Certifications)	<u>55</u>
16. Audit	<u>55</u>
17. Asset Management	<u>56</u>
18. Other Information	<u>57</u>

Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- Admissions Policy for Deconcentration (**Attachment a**)
- FY 2000 Capital Fund Program Annual Statement (Attachment **b01**)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart (Attachment [e02](#))
- FY 2000 Capital Fund Program 5 Year Action Plan (Attachment [d03](#))
- Public Housing Drug Elimination Program (PHDEP) Plan (Attachment [e04](#))
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (Attachment [f](#))
- Other (List below, providing each attachment name)

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
Yes	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
Yes	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
Yes	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
Yes	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
Yes	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
Yes	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
Yes	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
Yes	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	
Yes	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
Yes	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
Yes	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
Yes	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
Yes	Public housing grievance procedures <input type="checkbox"/> <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
Yes	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
Yes	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
No	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
Yes	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
No	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
No	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
Yes	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
Yes	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
No	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
No	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
Yes	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
Yes	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
Yes	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
Yes	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
No	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ability	Size	Loca-tion
Income <= 30% of AMI	2059	3N/A	4N/A	3N/A	5N/A	4N/A	2N/A
Income >30% but <=50% of AMI	1505	3N/A	4N/A	3N/A	5N/A	4N/A	2N/A
Income >50% but <80% of AMI	1318	3N/A	3N/A	3N/A	5N/A	4N/A	2N/A
Elderly	1531	3N/A	4N/A	4N/A	3N/A	4N/A	4N/A
Families with Disabilities	1895	N/A	N/A	N/A	N/A	N/A	N/A
Black (Non-Hispanic)	793	4N/A	3N/A	3N/A	5N/A	4N/A	2N/A
Hispanic	194	4N/A	3N/A	3N/A	5N/A	4N/A	2N/A
Native American	55	4N/A	3N/A	3N/A	5N/A	4N/A	2N/A
Asian & Pacific Islander	142	4N/A	3N/A	3N/A	5N/A	4N/A	2N/A

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s
Indicate year:
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:

Other sources: (list and indicate year of information)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	832 <u>355</u>	100%	<u>N/A</u>
Extremely low income <=30% AMI	504 <u>241</u>	60% <u>68%</u>	
Very low income (>30% but <=50% AMI)	334 <u>83</u>	40% <u>23%</u>	
Low income (>50% but <80% AMI)	0 <u>19</u>	0% <u>6%</u>	
Families with children	787 <u>185</u>	94.6% <u>52%</u>	
Elderly families	45 <u>19</u>	5.4%	
Families with Disabilities	<u>12</u>	<u>3%</u>	
Race/ethnicity (<u>White</u>)	748 <u>319</u>	90%	
Race/ethnicity (<u>Black</u>)	74 <u>30</u>	8.5%	
Race/ethnicity (<u>Hispanic</u>)	136	1.5%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			

Housing Needs of Families on the Waiting List			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
- Public Housing
- Combined Section 8 and Public Housing
- Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	499 <u>394</u>	100%	<u>N/A</u>
Extremely low income <=30% AMI	249 <u>270</u>	50% <u>68%</u>	
Very low income (>30% but <=50% AMI)	174 <u>77</u>	35 <u>20</u> %	
Low income (>50% but <80% AMI)	76 <u>47</u>	15 <u>12</u> %	
Families with children	434 <u>158</u>	87 <u>40</u> %	
Elderly families	65 <u>31</u>	13 <u>8</u> %	
Families with Disabilities	<u>12</u>	<u>3</u> %	
Race/ethnicity (<u>White</u>)	449 <u>354</u>	90%	
Race/ethnicity (<u>Black</u>)	43 <u>34</u>	8.6%	
Race/ethnicity (<u>Hispanic</u>)	76	1.4%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	162 <u>236</u>	58 <u>60</u> %	<u>N/A</u>
2 BR	71 <u>86</u>	25 <u>22</u> %	<u>N/A</u>
3 BR	43 <u>59</u>	15%	<u>N/A</u>
4 BR	31 <u>3</u>	23 %	<u>N/A</u>
5 BR	<u>0</u>		<u>N/A</u>
5+ BR			

Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)? No Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year? No Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes

C. Strategy for Addressing 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**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available

Other: (list below)

Maintain designation of public housing for the elderly [at Green Avenue and Eleventh Street Tower](#).

[Increase number of elderly applicants for housing.](#)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities: [Center for Independent Living of South Central PA.](#)
- Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund	\$ 751,000 <u>975,084</u>	Public Housing Ops
b) Public Housing Capital Fund	\$765,000	PH Capital Improve
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$3,284,380	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$124,706	
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CGP-99		PH Capital Improve
3. Public Housing Dwelling Rental Income	\$1,455,000 <u>1,085.207</u>	Public Housing Operations
4. Other income (list below)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Investment Income	\$ 66,500 <u>82,000</u>	PH Operations
<u>Other Operating Receipts</u>	<u>\$68,000</u>	<u>PH Operations</u>
Non-Dwelling Rent	\$ 35,000 <u>34,969</u>	PH Operations
5. Non-federal sources (list below)		
Total resources	\$ 6,481,586 <u>6,419,346</u>	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number) 10
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

Credit history [as reported by TRW or similar credit reporting service.](#)

c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2) Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists

[F:\WORD\agency plan\PA031rev03.doc](#)[F:\WORD\agency plan\PA031rev02.doc](#)[F:\WORD\agency plan\Altoona Housing Authority Template.doc](#)

Other (describe)

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below)

Applications provided to local service providers to provide to clients.

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year? [None](#)

2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?

3. Yes No: May families be on more than one list simultaneously?
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

b. Yes No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)

~~Elderly residents may move from efficiency apartments to one bedroom apartments.~~ [Residents of PA 31-2 \(Green Avenue\) and 31-3 \(Eleventh Street\) currently occupying efficiency units will be give an opportunity to transfer to a one bedroom unit within the same development in accordance with procedures established in the Admissions and Occupancy Policy.](#)

- Other: (list below)

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1. Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes

Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
 Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA-resident lease
 The PHA's Admissions and (Continued) Occupancy policy
 PHA briefing seminars or written materials
 Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
 Any time family composition changes
 At family request for revision
 Other (list)

(6) Deconcentration and Income Mixing

a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- Adoption of site-based waiting lists
If selected, list targeted developments below:

Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

Employing new admission preferences at targeted developments
If selected, list targeted developments below:

Other (list policies and developments targeted below)

d. Yes No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

Additional affirmative marketing

Actions to improve the marketability of certain developments

Adoption or adjustment of ceiling rents for certain developments

Adoption of rent incentives to encourage deconcentration of poverty and income-mixing

Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)

b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug-related activity
- Other (describe below)

No information shared with prospective landlords.

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office
- Other (list below)

Applications provided to local service providers to provide to clients.

(3) Search Time

a. Yes No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

1. If applicant has been looking for an apartment and has met with Altoona Housing Authority staff at 30 and 60 day intervals, an additional 30 days will be granted.
2. [Reasonable accommodation.](#)

(4) Admissions Preferences

a. Income targeting

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1. Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence

- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0
 \$1-\$25
 \$26-\$50

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

2. If yes to question 2, list these policies below:

~~Lost eligibility/awaiting determination for Federal, State or local assistance program~~

~~Would be evicted as result of requirement~~

~~Family income decrease because of changed circumstances (unemployed)~~

Death in family

Other circumstances determined (PHA/HUD)

c. Rents set at less than 30% than adjusted income

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?
2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
- Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)
- Yes for all developments
- Yes but only for some developments
- No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \$100 per month \$1,200 per year
- Other (list below)

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

-d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

~~Lost eligibility/awaiting determination for Federal, State or local assistance program~~

~~Would be evicted as result of requirement~~

~~Family income decrease because of changed circumstances (unemployed)~~

~~Death in family~~

~~Other circumstances determined (PHA/HUD)~~

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

As a high performing Housing Authority, the Altoona Housing Authority is not required to complete this section in accordance with 24 CFR 903.11(1). ~~As a high performing Housing Authority, the Altoona Housing Authority is not required to complete this section in accordance with 24 CFR 903.11(1).~~

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use “NA” to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	<u>554536</u>	110
Section 8 Vouchers	<u>394609</u>	<u>79165</u>
Section 8 Certificates	<u>447193</u>	<u>9063</u>
Section 8 Mod Rehab	76	20
Special Purpose Section 8 Certificates/Vouchers (list individually)		
<u>Substantial Rehab</u>	<u>39</u>	<u>2</u>
Public Housing Drug Elimination Program (PHDEP)	<u>150</u>	<u>N/A</u>
<u>Elderly Service Coordinator</u>	<u>366</u>	<u>N/A</u>
Other Federal Programs(list individually)		
<u>Section 5(h) Homeownership Plan</u>	<u>16</u>	<u>3</u>

C. Management and Maintenance Policies

List the PHA’s public housing management and maintenance policy documents, manuals and handbooks that contain the Agency’s rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

(2) Section 8 Management: (list below)

A copy of the Section 8 Administrative Plan is available at the administrative office located at 2700 Pleasant Valley Boulevard, Altoona, Pennsylvania, between the hours of 8:30 a.m. - 4:30 p.m.

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

As a high performing Housing Authority, the Altoona Housing Authority is not required to complete this section in accordance with 24 CFR 903.11(1).

A. Public Housing

1. Yes No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- PHA main administrative office
 - PHA development management offices
 - Other (list below)

B. Section 8 Tenant-Based Assistance

1. Yes No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7.9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) [Attachment 01](#)
[HUD-52837 - Annual Statement for 2000](#)
[HUD-52834 - Five Year Action Plan for 2001 - 2004](#)

-or-

- The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

- a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name

-or-

The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

Yes No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

- Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description	
1a. Development name: 1b. Development (project) number:	
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>	
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)	
5. Number of units affected:	
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:	

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

As a high performing Housing Authority, the Altoona Housing Authority is not required to complete this section in accordance with 24 CFR 903.11(1). ~~As a high performing Housing Authority, the Altoona Housing Authority is not required to complete this section in accordance with 24 CFR 903.11(1).~~

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description	
1a. Development name: Green Avenue & Eleventh Street	
1b. Development (project) number: PA031-002 & PA031-003	
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one) Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: <u>(08/12/96)</u>	
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?	
6. Number of units affected: PA031-002 (206 units) & PA031-003 (160 units)	
7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development	

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

As a high performing Housing Authority, the Altoona Housing Authority is not required to complete this section in accordance with 24 CFR 903.11(1). ~~As a high performing Housing Authority, the Altoona Housing Authority is not required to complete this section in accordance with 24 CFR 903.11(1).~~

**A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD
FY 1996 HUD Appropriations Act**

1. Yes No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

As a high performing Housing Authority, the Altoona Housing Authority is not required to complete this section in accordance with 24 CFR 903.11(1).
~~As a high performing Housing Authority, the Altoona Housing Authority is not required to complete this section in accordance with 24 CFR 903.11(1).~~

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: PA031-013, PA031-014, PA031-015 & PA031-017	
1b. Development (project) number:	
2. Federal Program authority:	
<input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)	
3. Application status: (select one)	
<input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application	
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (09/24/1992)	
5. Number of units affected: 72	
6. Coverage of action: (select one)	
<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development	

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

Yes No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants
- 26 - 50 participants
- 51 to 100 participants
- more than 100 participants

b. PHA-established eligibility criteria

Yes No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

As a high performing Housing Authority, the Altoona Housing Authority is not required to complete this section in accordance with 24 CFR 903.11(1). ~~As a high performing Housing Authority, the Altoona Housing Authority is not required to complete this section in accordance with 24 CFR 903.11(1).~~

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

Yes No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

[Welfare \(TANF\) Agency representative participates on Section 8 FSS Advisory Board.](#)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas?

(select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

Yes No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 02/01/00)
Public Housing		
Section 8	25	<u>12</u>

- b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size? If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

See attached PHDEP Plan.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

3. Which developments are most affected? (list below)

[PA 31-1, PA31-5 and 31-16 \(Fairview Hills\)](#)

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

2. Which developments are most affected? (list below)

31-1, 31-5 and 31-16 ([Fairview Hills](#))

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

1. Which developments are most affected? (list below)

31-1, 31-5 and 31-16 ([Fairview Hills](#)) and 31-2 ([Green Avenue](#)) and 31-3 ([Eleventh Street](#)).

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

As a high performing Housing Authority, the Altoona Housing Authority is not required to complete this section in accordance with

24 CFR 903.11(1). ~~As a high performing Housing Authority, the Altoona Housing Authority is not required to complete this section in accordance with 24 CFR 903.11(1).~~

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)
 - Not applicable
 - Private management
 - Development-based accounting
 - Comprehensive stock assessment
 - Other: (list below)

3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

Attached at Attachment (File name)

Provided below:

Overall the members of the Resident Advisory Board thought the template was confusing and difficult to understand.

Residents from the Family Housing Development expressed concerns about drugs in their neighborhood, after school activities for children and some maintenance related concerns relating to their front doors and kitchen cabinets. Residents brought to our attention the presence of wild animals (skunks) coming into the community from a wooded area adjacent to the site.

Residents from the Elderly Developments expressed some safety concerns related to individuals moving into apartments and some maintenance concerns relating to the condition of their exterior balconies.

The residents were very helpful in providing feedback to information in the Agency Plan and provided comments on many of the proposed changes.

3. In what manner did the PHA address those comments? (select all that apply)

Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments
List changes below:

Maintenance related concerns were included in the annual and five year capital improvement plans.

Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (provide name here) City of Altoona, PA

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Promotion of home ownership opportunities.

Maintaining availability of affordable housing throughout the community.

Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

24 CFR 903.7 ® Requirement that the Housing Authority provide a definition of "substantial" deviation" and "significant amendment or modification".

Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the Altoona Housing Authority that fundamentally change the mission, goals, objectives, or plans of our agency and which require formal approval of the Board of Directors.

Attachments

The following information is available for review at the Altoona Housing Authority administrative office located at 2700 Pleasant Valley Boulevard, Altoona, Pennsylvania, between the hours of 8:30 a.m. & 4:30 p.m.

1. ~~Admissions/Occupancy Policy~~
1. ~~Section 8 Administrative Plan~~

PHA Plan Table Library

Component 7 Capital Fund Program Annual Statement Parts I, II, and II

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number _____ FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Annual Statement
Capital Fund Program (CFP) Part III: Implementation Schedule

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Program Annual Statement.

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Annual Statement / Performance and Evaluation Report
 Comprehensive Grant Program (CGP **Part II: Supporting Pages**)

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PA031 Fairview Hills	Replace Building Gutters	1460.00	24	14,400.00				
	Reconstruct Dumpster Enclosures	1450.00	5	25,000.00				
	Replace Entrance Door Roof	1460.00	24	12,000.00				
	Replace Existing Chair Lifts	1460.00	5	50,000.00				
	Replace Entrance Doors	1460.00	96	48,000.00				
	Replace Door Hardware	1460.00	96	19,200.00				

Signature of Executive Director

Date

Signature of Public Housing Director

Date

X

05/04/00

X

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 (2) To be completed for the Performance and Evaluation Report.

Previous Edition is obsolete

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PA31-02 Green Avenue Tower	Repair Balcony	1450.00	50	250,000.00				
	Recaulk Concrete Panels on End of Building	1450.00	1	75,000.00				
	Replace Bathtub Spigots	1450.00	50	12,360.00				
	Upgrade Elevator Car and Controls	1475.00	2	64,000.00				
Signature of Executive Director		Date		Signature of Public Housing Director		Date		
X		05/04/00		X				

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 (2) To be completed for the Performance and Evaluation Report.

Previous Edition is obsolete

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PA031-03 Eleventh Street Towers	Upgrade Elevator Car and Controls	1475.00	2	64,000.00				

Signature of Executive Director

Date

Signature of Public Housing Director

Date

X

05/04/00

X

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report.

form HUD-52837 (9/98)

ref Handbook 7485.3

Annual Statement / Performance and Evaluation Report
Comprehensive Grant Program (CGP Part II: Supporting Pages)

Previous Edition is obsolete

U.S. Department of Housing
and Urban Development

Office of Public and Indian Housing

Development Number/Name	General Description of Major	Development	Quantity	Total Estimated Cost		Total Actual Cost	
				Page 3 of 7			

HA-Wide Activities	Work Categories	Account Number		Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	Status of Proposed Work (2)
PA31-06 Scattered Sites	Replace Roofs	1460.00	10	60,000.00				

Signature of Executive Director

Date

Signature of Public Housing Director

Date

X

05/04/00

X

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report.

form HUD-52837 (9/98)

Previous Edition is obsolete

ref Handbook 7485.3

Annual Statement / Performance and Evaluation Report
Comprehensive Grant Program (CGP Part II: Supporting Pages)

U.S. Department of Housing
and Urban Development

Office of Public and Indian Housing

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
				Page 4 of 7				

PA031
Agency
Wide

Staff Salaries	1410.00	1	25,000.00
Staff Benefits	1410.00	1	15,000.00
A & E Fees	1430.00	1	30,000.00
Contingency	1502.00	1	1,040.00

Signature of Executive Director

Date

Signature of Public Housing Director

Date

X

05/04/00

X

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
(2) To be completed for the Performance and Evaluation Report.

Previous Edition is obsolete

form HUD-52837 (9/98)
ref Handbook 7485.3

Annual Statement / Performance and Evaluation Report
 Comprehensive Grant Program (CGP) **Part I: Summary**

U.S. Department of Housing
 and Urban Development

OMB Approval No. 2577-0157
 (Exp. 3/31/2002)

Office of Public and Indian Housing

HA Name Altoona Housing Authority	Comprehensive Grant Number PA28-P031-710	FFY of Grant Approval 2000
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- Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement/Revision Number **0**
 Performance and Evaluation Report for Program Year Ending
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost 2	
		Original	Revised 1	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 10% of line 19)	-	-	-	-
3	1408 Management Improvements	-	-	-	-
4	1410 Administration	40,000.00	-	-	-
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	30,000.00	-	-	-
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	362,360.00	-	-	-
10	1460 Dwelling Structures	203,600.00	-	-	-
11	1465.1 Dwelling Equipment - Nonexpendable	-	-	-	-
12	1470 Nondwelling Structures	-	-	-	-
13	1475 Nondwelling Equipment	128,000.00	-	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1498 Mod Used for Development	-	-	-	-
19	1502 Contingency (may not exceed 8% of line 20)	1,040.00	-	-	-
20	Amount of Annual Grant (Sum of lines 2-19)	\$ 765,000.00	\$ -	\$ -	\$ -
21	Amount of line 19 Related to LBP Activities	-	-	-	-
22	Amount of line 19 Related to Section 504 Compliance	-	-	-	-
23	Amount of line 19 Related to Security	-	-	-	-
24	Amount of line 19 Related to Energy Conversation Measure	-	-	-	-
Signature of Executive Director X		Date 05/04/00	Signature of Public Housing Director X		Date

1 To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

Previous edition is obsolete

form HUD-52837 (9/98)

2 To be completed for the Performance and Evaluation Report.

ref Handbook 7485.3

Five-Year Action Plan
Part II: Supporting Pages
Physical Needs Work Statement(s)
 Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY 2001	Work Statement for Year 2 FFY 2002			Work Statement for Year 3 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA031-001 Fairview Hills			PA031-001 Fairview Hills		
	Improve Landscaping - add trees & shrubs	Non CGP	5,000.00	Improve Landscaping - add trees & shrubs	Non CGP	5,000.00
	Power Wash Building Exteriors	Non CGP	9,000.00	Pressure Clean Sewer Lines <i>pressure clean lines to remove any blockage</i>	Non CGP	20,000.00
	Replace Laundry Hook-Ups	Non CGP	24,000.00	Replace Clothes Poles	Non CGP	14,400.00
	Hard Wire Smoke Detectors <i>replace existing battery operated with electric with battery backup and interconnect in apartment</i>	96	72,000.00	Hard Wire Smoke Detectors <i>replace existing battery operated with electric with battery backup and interconnect in apartment</i>	96	72,000.00
	Replace Existing Entrance Door, Hardware add Screen <i>replace existing entrance door with more residential style, replace entrance hardware and add screen door to front entrance</i>	96	67,200.00	Replace Bath Vent Fans	Non CGP	3,600.00
	Replace Bath Vent Fans	Non CGP	3,600.00	Refinish Tub Surfaces <i>steel tubs still useful, finish has deteriorated and needs upgrading</i>	Non CGP	9,600.00
	Refinish Tub Surfaces <i>steel tubs still useful, finish has deteriorated and needs upgrading</i>	Non CGP	9,600.00	Replace Medicine Cabinet in Bathroom	Non CGP	6,000.00
	Replace Medicine Cabinet in Bathroom	Non CGP	6,000.00	Construct Central Maintenance Building <i>Maintenance department has outgrown existing facility and needs storage space for equipment and vehicles</i>	Non CGP	250,000.00
	Non Capital Funds Contribution		(57,200.00)	Renovate Laundry Facility	Non CGP	15,000.00
			Non Capital Funds Contribution		(323,600.00)	
	Subtotal of Estimated Cost		139200	Subtotal of Estimated Cost		72000

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ref Handbook 7485.3

Five-Year Action Plan
Part II: Supporting Pages
Physical Needs Work Statement(s)
 Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY 2001	Work Statement for Year 2 FFY 2002			Work Statement for Year 3 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA031-002 Green Avenue Tower			PA031-002 Green Avenue Tower		
	Improve Landscaping - add trees & shrubs	1	2,500.00	Improve Landscaping - add trees & shrubs	1	2,500.00
	Balcony Repair <i>repair deteriorated balcony surfaces and install new railing system</i>	50	235,300.00	Balcony Repair <i>repair deteriorated balcony surfaces and install new railing system</i>	50	223,500.00
	Entrance Door <i>Install exterior entrance to beauty shop</i>	Non CGP	5,000.00	Roof Replacement <i>replace existing rubber roof after balcony repairs are completed</i>	1	75,000.00
	Concrete Panel Repair <i>recaulk and repair decorative concrete panels on end of building</i>	1	75,000.00	Bathtub Faucet <i>replace existing bathtub faucets with low volume no scald model</i>	Non CGP	12,360.00
	Bathtub Faucet <i>replace existing bathtub faucets with low volume no scald model</i>	Non CGP	12,360.00	Reseal & Restripe Parking Area	Non CGP	7,500.00
	Replace Medicine Cabinet and Light Fixture	Non CGP	13,733.00	Replace Heat Runs <i>replace existing heat runs in all apartments</i>	50	51,500.00
	Convert Efficiency Apartments <i>convert 36 efficiency apartments to 22 one bedroom apartments to reduce vacancies</i>	7	64,000.00	Replace Medicine Cabinet and Light Fixture	Non CGP	13,733.00
	Replace Carpet and Paint Hallway	Non CGP	15,000.00	Replace Handrails on Resident Floors	Non CGP	20,000.00
	Non Capital Funds Contribution		(48,593.00)	Convert Efficiency Apartments <i>convert 36 efficiency apartments to 22 one bedroom apartments to reduce vacancies</i>	Non CGP	64,000.00
				Replace Carpet and Paint Hallway	Non CGP	15,000.00
				Non Capital Funds Contribution		(135,093.00)
	Subtotal of Estimated Cost		374300	Subtotal of Estimated Cost		350000

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 ref Handbook 7485.3

Physical Needs Work Statement(s)
Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

Work Statement for Year 1 FFY 2001	Work Statement for Year 2 FFY 2002			Work Statement for Year 3 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA031-003 Eleventh Street Tower			PA031-003 Eleventh Street Tower		
	Improve Landscaping - add trees & shrubs	Non CGP	2,500.00	Improve Landscaping - add trees & shrubs	Non CGP	2,500.00
	Replace Existing Range Hoods <i>existing range hoods are original and need to be replaced</i>	Non CGP	18,000.00	Replace Existing Range Hoods <i>existing range hoods are original and need to be replaced</i>	Non CGP	18,000.00
	Concrete Panel Repair <i>recaulk and repair decorative concrete panels on end of building</i>	1	75,000.00	Roof Replacement <i>replace existing rubber roof after balcony repairs are completed</i>	1	75,000.00
	Bathtub Faucet <i>replace existing bathtub faucets with low volume no scald model</i>	Non CGP	8,640.00	Bathtub Faucet <i>replace existing bathtub faucets with low volume no scald model</i>	Non CGP	8,640.00
	Replace Medicine Cabinet and Light Fixture	Non CGP	14,400.00	Reseal & Restripe Parking Area	Non CGP	7,500.00
	Replace Heat Runs <i>replace existing heat runs in all apartments</i>	36	36,000.00	Replace Heat Runs <i>replace existing heat runs in all apartments</i>	36	36,000.00
	Replace Carpet and Paint Hallway	Non CGP	15,000.00	Replace Medicine Cabinet and Light Fixture	Non CGP	14,400.00
	Non Capital Funds Contribution		(58,540.00)	Replace Handrails on Resident Floors	Non CGP	18,000.00
				Replace Carpet and Paint Hallway	Non CGP	15,000.00
				Concrete Panel Repair <i>recaulk and repair decorative concrete panels on end of building</i>	1	75,000.00
			Non Capital Funds Contribution		(84,040.00)	
	Subtotal of Estimated Cost		111000	Subtotal of Estimated Cost		186000

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ref Handbook 7485.3

Work Statement for Year 1 FFY 2001	Work Statement for Year 2 FFY 2002			Work Statement for Year 3 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA031-005 Fairview Hills E Maple Ave			PA031-005 Fairview Hills East Maple Ave		
	Restripe Parking Area	Non CGP	2,500.00	Carpet Bedrooms <i>existing floors are vct and need upgraded</i>	Non CGP	30,000.00
	Install Closet Doors <i>replace existing closet doors with new solid material door</i>	30	22,500.00	Install New Entrance Door and Screen Door <i>install new door to enhance appearance and security, includes new hardware</i>	30	42,000.00
	Replace Range Hoods <i>range hoods are original and need replaced</i>	Non CGP	7,500.00			
	Carpet Bedrooms <i>existing floors are vct and need upgraded</i>	Non CGP	30,000.00			
	Replace Bath Vent Fans	Non CGP	6,000.00			
	Refinish Tub Surfaces <i>steel tubs still useful, finish has deteriorated and needs upgrading</i>	Non CGP	13,500.00			
	Replace Medicine Cabinet in Bathroom	Non CGP	3,000.00			
Non Capital Funds Contribution		(62,500.00)	Non Capital Funds Contribution		(30,000.00)	
Subtotal of Estimated Cost			22500	Subtotal of Estimated Cost		42000

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Five-Year Action Plan
Part II: Supporting Pages
Physical Needs Work Statement(s)
 Comprehensive Grant Program (CGP)

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

for Year 1 FFY 2001	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA031-006 Scattered Sites			PA031-006 Scattered Sites		
	Refinish Tub Surfaces <i>steel tubs still useful, finish has deteriorated and needs upgrading</i>	7	3,000.00	Carpet Bedrooms <i>existing floors are vct and need upgraded</i>	Non CGP	10,000.00
				Replace Bath Vent Fans	Non CGP	6,000.00
				Refinish Tub Surfaces <i>steel tubs still useful, finish has deteriorated and needs upgrading</i>	Non CGP	3,000.00
				Replace Medicine Cabinet in Bathroom	Non CGP	5,000.00
				Non Capital Funds Contribution		(24,000.00)
	Subtotal of Estimated Cost		3000	Subtotal of Estimated Cost		

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Five-Year Action Plan
Part II: Supporting Pages
Physical Needs Work Statement(s)
 Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY 2001	Work Statement for Year 4 FFY 2004			Work Statement for Year 5 FFY 2005		
	General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA031-001 Fairview Hills			PA031-001 Fairview Hills		
	Improve Landscaping - add trees & shrubs	Non CGP	5,000.00	Repave Interior Authority Owned Streets <i>streets not municipally owned</i>	3	80,000.00
	Replace Sewer Clean Outs at Each Building <i>Install new clean outs to assist maintenance</i>	24	72,000.00	Repave and Restripe Parking Spaces	100	35,000.00
	Reconstruct Dumpster Enclosures <i>expand existing dumpster enclosures to hold recycling dumpster</i>	5	25,000.00	Improve Landscaping - add trees & shrubs	1	5,000.00
	Install Water Efficient Commodes <i>replace existing commodes with water efficient low flush models</i>	96	43,200.00	Replace Apartment Heat Runs <i>replace existing hot water fin tube in each apartment</i>	96	48,000.00
	Replace Apartment Heat Runs <i>replace existing hot water fin tube in each apartment</i>	96	48,000.00	Replace Bath Vent Fans	Non CGP	3,600.00
	Replace Bath Vent Fans	Non CGP	3,600.00	Refinish Tub Surfaces <i>steel tubs still useful, finish has deteriorated and needs upgrading</i>	Non CGP	9,600.00
	Refinish Tub Surfaces <i>steel tubs still useful, finish has deteriorated and needs upgrading</i>	Non CGP	9,600.00	Replace Medicine Cabinet in Bathroom	Non CGP	6,000.00
	Replace Medicine Cabinet in Bathroom	Non CGP	6,000.00	Replace Refrigerators	Non CGP	19,200.00
	Replace Community Building Windows	Non CGP	3,500.00			
	Non Capital Funds Contribution		(27,700.00)	Non Capital Funds Contribution		(43,400.00)
	Subtotal of Estimated Cost		188200	Subtotal of Estimated Cost		163000

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Five-Year Action Plan
Part II: Supporting Pages
Physical Needs Work Statement(s)
 Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY 2001	Work Statement for Year 4 FFY 2004			Work Statement for Year 5 FFY 2005		
	General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA031-002 Green Avenue Tower			PA031-002 Green Avenue Tower		
	Improve Landscaping - add trees & shrubs	Non CGP	2,500.00	Improve Landscaping - add trees & shrubs	Non CGP	2,500.00
	Paint Exterior <i>repaint exterior of building after repairs have cured</i>	1	100,000.00	Bathtub Faucet <i>replace existing bathtub faucets with low volume no scald model</i>	Non CGP	12,360.00
	Bathtub Faucet <i>replace existing bathtub faucets with low volume no scald model</i>	Non CGP	12,360.00	Replace Heat Runs <i>replace existing heat runs in all apartments</i>	50	51,500.00
	Replace Heat Runs <i>replace existing heat runs in all apartments</i>	50	51,500.00	Pump Replacment <i>upgrade/replace heat system recirculating pumps</i>	Non CGP	5,000.00
	Kitchen Light Fixture <i>replace existing kitchen light fixture</i>	206	30,900.00	Replace Kitchen Cabinets and Countertops <i>kitchen cabinets are original to building and need to be replaced due to wear and tear</i>	100	175,100.00
	Apartment Door Repair <i>replace or refinish existing apartment doors</i>	Non CGP	10,300.00	Apartment Door Repair <i>replace or refinish existing apartment doors</i>	Non CGP	10,300.00
	Replace Medicine Cabinet and Light Fixture	Non CGP	13,733.00	Replace Entrance Door Hardware	Non CGP	6,867.00
	Replace Entrance Door Hardware	Non CGP	6,867.00	Replace A/C Units	Non CGP	11,250.00
	Convert Efficiency Apartments <i>convert 36 efficiency apartments to 22 one bedroom apartments to reduce vacancies</i>	7	64,000.00	Replace Carpet and Paint Hallway	Non CGP	15,000.00
	Replace Carpet and Paint Hallway	Non CGP	15,000.00	Replace Refrigerators	Non CGP	20,000.00
	Non Capital Funds Contribution		(60,760.00)	Non Capital Funds Contribution		(83,277.00)
	Subtotal of Estimated Cost		246400	Subtotal of Estimated Cost		226600

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Physical Needs Work Statement(s)
 Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

Work Statement for Year 1 FFY 2001	Work Statement for Year 4 FFY 2004			Work Statement for Year 5 FFY 2005			
	General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Cost	
See Annual Statement	PA031-003 Eleventh Street Tower			PA031-003 Eleventh Street Tower			
	Improve Landscaping - add trees & shrubs	Non CGP	2,500.00	Improve Landscaping - add trees & shrubs	Non CGP	2,500.00	
	Paint Exterior <i>repaint exterior of building after repairs have cured</i>	1	104,800.00	Bathtub Faucet <i>replace existing bathtub faucets with low volume no scald model</i>	Non CGP	8,640.00	
	Bathtub Faucet <i>replace existing bathtub faucets with low volume no scald model</i>	Non CGP	8,640.00	Replace Heat Runs <i>replace existing heat runs in all apartments</i>	36	36,000.00	
	Replace Heat Runs <i>replace existing heat runs in all apartments</i>	36	36,000.00	Pump Replacment <i>upgrade/replace heat system recirculating pumps</i>	Non CGP	5,000.00	
	Kitchen Light Fixture <i>replace existing kitchen light fixture</i>	144	21,600.00	Replace thru wall A/C Heat Units in First Floor Common Areas	5	50,000.00	
	Apartment Door Repair <i>replace or refinish existing apartment doors</i>	Non CGP	8,000.00	Replace Kitchen Cabinets and Countertops <i>kitchen cabinets are original to building and need</i>	40	59,775.00	
	Replace Medicine Cabinet and Light Fixture	Non CGP	14,400.00	Apartment Door Repair <i>replace or refinish existing apartment doors</i>	Non CGP	8,000.00	
	Replace Entrance Door Hardware	Non CGP	8,000.00	Replace Entrance Door Hardware	Non CGP	8,000.00	
	Replace Refrigerators	Non CGP	6,667.00	Replace Carpet and Paint Hallway	Non CGP	15,000.00	
	Replace A/C units in apartments	Non CGP	7,500.00	Replace Refrigerators	Non CGP	6,667.00	
	Replace Carpet and Paint Hallway	Non CGP	15,000.00	Replace A/C units in apartments	Non CGP	7,500.00	
	Non Capital Funds Contribution		(70,707.00)	Non Capital Funds Contribution		(45,807.00)	
	Subtotal of Estimated Cost			162400	Subtotal of Estimated Cost		
					161275		

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ref Handbook 7485.3

Work Statement for Year 1 FFY 2001	Work Statement for Year 4 FFY 2004			Work Statement for Year 5 FFY 2005		
	General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA031-005 Fairview Hills East Maple Ave			PA031-005 Fairview Hills East Maple Ave		
	Replace Refrigerators	Non CGP	6,000.00	Replace Refrigerators	Non CGP	6,000.00
	Non Capital Funds Contribution		(6,000.00)	Non Capital Funds Contribution		(6,000.00)
	Subtotal of Estimated Cost			Subtotal of Estimated Cost		

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ref Handbook 7485.3

Five-Year Action Plan
Part II: Supporting Pages
Physical Needs Work Statement(s)
 Comprehensive Grant Program (CGP)

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

Work Statement	Work Statement for Year 4 FFY 2004	Work Statement for Year 5 FFY 2005
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for Year 1
FFY 2001

	General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA031-006 Scattered Sites			PA031-006 Scattered Sites		
	Install Closet Doors <i>replace existing closet doors with new solid material door</i>	20	10,000.00	Window Replacement <i>replace existing windows to improve appearance and energy efficiency</i>	243	91,125.00
	Carpet Bedrooms <i>existing floors are vct and need upgraded</i>	20	10,000.00	Replace Refrigerators	20	8,000.00
	Install New Entrance Door and Screen Door <i>install new door to enhance appearance and security, includes new hardware</i>	20	30,000.00			
	Refinish Tub Surfaces <i>steel tubs still useful, finish has deteriorated and needs upgrading</i>	7	3,000.00			
	Subtotal of Estimated Cost		53000	Subtotal of Estimated Cost		99125

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Five-Year Action Plan
Part III: Supporting Pages
Management Needs Work Statement(s)
 Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY 2001	Work Statement for Year 2 FFY 2002			Work Statement for Year 3 FFY: 2003		
	General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	Authority Wide Stop & Talk Program <i>full time Altoona City Police Officer to patrol public housing neighborhoods</i>	1	30,000.00	Authority Wide Stop & Talk Program <i>full time Altoona City Police Officer to patrol public housing neighborhoods</i>	1	30,000.00
	Staff Salaries <i>salaries necessary for program administration</i>	5	20,000.00	Staff Salaries <i>salaries necessary for program administration</i>	5	20,000.00
	Staff Benefits <i>pro-rated share of staff benefits</i>	5	10,000.00	Staff Benefits <i>pro-rated share of staff benefits</i>	5	10,000.00
	A & E Fees <i>design and construction oversight</i>	1	30,000.00	A & E Fees <i>design and construction oversight</i>	1	30,000.00
	Elderly Service Coordinator <i>provide services to residents of Green Avenue and Eleventh Street Towers</i>	1	25,000.00	Elderly Service Coordinator <i>provide services to residents of Green Avenue and Eleventh Street Towers</i>	1	25,000.00
	Subtotal of Estimated Cost		115000	Subtotal of Estimated Cost		115000

Five-Year Action Plan
Part III: Supporting Pages
Management Needs Work Statement(s)
 Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY 2001	Work Statement for Year 4 FFY 2004			Work Statement for Year 5 FFY 2005			
	General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Cost	
See Annual Statement	Authority Wide Stop & Talk Program <i>full time Altoona City Police Officer to patrol public housing neighborhoods</i>	1	30,000.00	Authority Wide Stop & Talk Program <i>full time Altoona City Police Officer to patrol public housing neighborhoods</i>	1	30,000.00	
	Staff Salaries <i>salaries necessary for program administration</i>	5	20,000.00	Staff Salaries <i>salaries necessary for program administration</i>	5	20,000.00	
	Staff Benefits <i>pro-rated share of staff benefits</i>	5	10,000.00	Staff Benefits <i>pro-rated share of staff benefits</i>	5	10,000.00	
	A & E Fees <i>design and construction oversight</i>	1	30,000.00	A & E Fees <i>design and construction oversight</i>	1	30,000.00	
	Elderly Service Coordinator <i>provide services to residents of Green Avenue and Eleventh Street Towers</i>	1	25,000.00	Elderly Service Coordinator <i>provide services to residents of Green Avenue and Eleventh Street Towers</i>	1	25,000.00	
	Subtotal of Estimated Cost			115000	Subtotal of Estimated Cost		

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 ref Handbook 7485.3

Five-Year Action Plan
Part I: Summary
 Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157
 (exp. 3/31/2002)

HA Name Altoona Housing Authority		Locality (City/County & State) Altoona (Blair Co) PA			<input checked="" type="checkbox"/> Original <input type="checkbox"/> Revision No.	
A. Development Number/Name	Work Stmt. for Year 1 FFY 2001	Work Statement for Year 2 FFY 2002	Work Statement for Year 3 FFY 2003	Work Statement for Year 4 FFY 2004	Work Statement for Year 5 FFY 2005	
PA031-001 Fairview Hills	See Annual Statement	139,200.00	72,000.00	188,200.00	163,000.00	
PA031-002 Green Avenue Tower		374,300.00	350,000.00	246,400.00	226,600.00	
PA031-003 Eleventh Street Tower		111,000.00	186,000.00	162,400.00	161,275.00	
PA031-005 Fairview Hills E Maple Av		22,500.00	42,000.00			
PA031-006 Scattered Sites		3,000.00		53,000.00	99,125.00	
B. Physical Improvements Subtotal			650,000.00	650,000.00	650,000.00	650,000.00
C. Management Improvements		115,000.00	115,000.00	115,000.00	115,000.00	
D. HA-Wide Nondwelling Structures and Equipment						
E. Administration						
F. Other						
G. Operations						
H. Demolition						
I. Replacement Reserve						
J. Mod Used for Development						
K. Total CGP Funds		765000	765000	765000	765000	
L. Total Non-CGP Funds		226,833.00	596,733.00	165,167.00	178,484.00	
M. Grand Total		991833	1361733	930167	943484	
Signature of Executive Director		Date 05/04/00		Signature of Public Housing Director		
				Date		

Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

Section 1: General Information/History

- A. Amount of PHDEP Grant** \$124,706
- B. Eligibility type (Indicate with an “x”)** N1 _____ N2 X R _____
- C. FFY in which funding is requested** 2000
- D. Executive Summary of Annual PHDEP Plan**

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

The Altoona Housing Authority has developed a strategy to reduce drug abuse and drug related crime by expanding its Stop and Talk Community Policing program and providing enhanced on-site services for residents. An expanded agreement with the City of Altoona would provide a second community officer and more hours of police coverage. On-site services would include after-school programs for youth and programs that provide recreational activities for children and parenting education for their parents. Additional programs also feature a collaboration with the Blair County Office of Human Services to offer early intervention to at-risk families with very young children.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
PA031-001 Fairview Hills	96	250
PA031-005 Fairview Hills	30	100
PA031-016 Fairview Hills	24	75

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an “x” to indicate the length of program by # of months. For “Other”, identify the # of months).

6 Months _____ **12 Months** X **18 Months** _____ **24 Months** _____ **Other** _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995					
FY 1996					
FY 1997					
FY1998					
FY 1999	\$124,706	PA28DEP0310199	\$124,706	N/A	

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

The Altoona Housing Authority wishes to extend a contract with the Altoona Police Department to provide a second Community Officer. The officer will provide community policing help beyond that called for in the Cooperation Agreement with the City of Altoona and the current agreement that calls for one officer. The increased staffing of this program will continue to improve the coverage and favorable resident relationships that have already been established.

This year, the Altoona Housing Authority plans to offer an After-School Enrichment Program to provide young authority residents a safe place to come after school where they can get help with their homework as well as enjoy organized recreational activities.

The Altoona Housing Authority has developed a collaboration with the Central Blair Recreation Commission and the Altoona Hospital Drug and Alcohol Program to provide an activity that will give children a fun recreational opportunity and at the same time provide their parents with a chance to improve their parenting skills.

The Altoona Housing Authority has created a collaborative effort with the Blair County Office of Human Services to work with twenty Altoona Housing Authority resident families with children under the age of five.

This program will provide intensive one-on-one services and will teach parenting skills.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY 2000 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	\$ 43,000
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	75,800
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	5,906
TOTAL PHDEP FUNDING	\$124,706

PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement						Total PHDEP Funding: \$43,000	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Police Officer			1/2000	12/2001	\$43,000		Crime Statistics
2.							
3.							

9120 - Security Personnel						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9130 - Employment of Investigators					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9140 - Voluntary Tenant Patrol					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$75,800		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. After-School Program	20	Children 6-12	9/2000	6/2001	\$11,300		Participation
2. Central Blair Recreation Commission	12 Family	Children & Adults	1/2001	9/2001	\$24,500		Participation
3. Family Resource Center	12	Families	1/2001	12/2001	\$40,000		Service Participation

9170 - Drug Intervention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9180 - Drug Treatment					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs					Total PHDEP Funds: \$5,906		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Grant Administration					\$5,906		
2.							
3.							

Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	4/2001	\$43,000	12/2000	\$43,000
9120				
9130				
9140				
9150				
9160	4/2001	\$75,800	12/2000	\$75,800
9170				
9180				
9190	7/2001	\$5,906	12/2000	\$5,906
TOTAL		\$124,706		\$124,706

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”