

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**

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

**PHA Plan
Agency Identification**

PHA Name: Housing Authority of Centre County

PHA Number: PA-088

PHA Fiscal Year Beginning: January 1, 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
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- 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.
- X The PHA's mission is: It is the mission of the Housing Authority of Centre County to provide on going and develop additional affordable housing programs and economic opportunities to meet the diverse needs of low-income families in Centre County, while promoting adequate, descent, safe, affordable housing, and a suitable living environment without discrimination. Our mission will be accomplished through a coordination of efforts and resources with local agencies, units of government and the private sector.

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.

- X PHA Goal: Expand the supply of assisted housing
Objectives:
- X Apply for additional rental vouchers: Obtain approval for Shelter Care Plus Program for 8-one –bedroom tenant based rental voucher by FY2000, Develop a partnership with the local Department of Welfare and apply for Welfare to Work rental vouchers by the year 2002.
Explore 811 project or main stream project with Centre County MH/MR To meet the housing and supportive services needs of persons with Disabilities by FY 2004.
- Reduce public housing vacancies:

Leverage private or other public funds to create additional housing opportunities:

Acquire or build units or developments

Other (list below)

X PHA Goal: Improve the quality of assisted housing

Objectives:

X Improve public housing management: Maintain a High Performer Status PHAS Score.

X Improve voucher management: Obtain at least Standard Performer Status For FY 2000 and High Performer Status by FY 2004.

Increase customer satisfaction:

Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)

Renovate or modernize public housing units:

Demolish or dispose of obsolete public housing:

Provide replacement public housing:

Provide replacement vouchers:

Other: (list below)

X PHA Goal: Increase assisted housing choices

Objectives:

X Provide voucher mobility counseling: At briefing families are given information on portability along with housing resource lists.

X Conduct outreach efforts to potential voucher landlords

X 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

X 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:
- X Implement public housing security improvements: Install fencing in FY2001.
- 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

- X PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - Increase the number and percentage of employed persons in assisted families:
 - X Provide or attract supportive services to improve assistance recipients' employability: The HACC will enter into a contract of understanding with the Job Service Center to provide monthly on site self-sufficiency programs for Public Housing residents. Programs will begin upon completion of the community room at Beaver Farm Apartments. Maintain minimum size Family Self-Sufficiency Program.
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - Other: (list below)

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

- X PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - X Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: Display equal housing opportunity signs in obvious places, provide form HUD-903.1 in briefing packets, provide information on fair housing to participating and prospective landlords when conducting landlord meetings.
 - X 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: Counsel Section 8 tenants on locations of units outside of areas of poverty and minority concentration by providing

maps and a housing resource list. Market the program to owners outside of areas of poverty and minority concentration.

- X Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: Maintain up to date accessible housing supply list. Conduct outreach efforts to landlords that are willing to make modifications to units for persons with disabilities and include them on the Housing Resource list.

Other: (list below)

Other PHA Goals and Objectives: (list below)

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:

- X **High Performing PHA**
- X **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 Housing Authority of Centre Counties Annual Plan recognizes the significant needs of very low-income, low-income families and those specific family types within these incomes ranges. Our strategies employ a commitment to good management practices by striving to maintain a high performer status on the PHAS (Public Housing Assessment System). In addition the Housing Authority plans to be at least a standard performer on the SEMAP (Section 8 Management Assessment Program) by FY 2000. Both of these goals are part of our mission and goals of the five-year plan. While we cannot meet the entire need identified in our plan we will try to address some of them by using appropriate resources and by applying for additional grants, funds and loans from federal, state and local sources. We will work with Centre County Government and agencies within the county, the local Department of Welfare, Temporary Housing and other local non-profits to try and meet the needs identified.

Our initiatives in meeting the needs of the families are:

Maximize the number of affordable units available to the PHA with in its current resources by:

1. Maintain or increase section 8 lease up rates by establishing payment Standards that will enable families to rent throughout the jurisdiction.
2. Undertake measures to ensure access to affordable housing among families Assisted by the Housing Authority, regardless of size.

Target available assistance to the elderly by:

1. Applying for special- purpose vouchers targeted to the elderly should they Become available.

Target available assistance to families with disabilities by:

1. Applying for special-purpose vouchers targeted to families with disabilities Should they become available.
2. Affirmatively market to local non-profit agencies that assist families with Disabilities.

Conduct activities to affirmatively further fair housing by:

1. Counsel section 8 tenants as to location of units outside of areas of poverty or Minority by providing maps and a housing resource list.
2. Maintain or increase section 8 lease up rates by marketing the program to Owners, particularly those outside of areas of minority and poverty.
3. Participate in the Consolidated Plan development process to ensure Coordination with broader community strategies.

Increase the number of affordable housing units by:

1. Applying for additional section 8 units should they become available.

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

1. Exceeding federal income targeting requirements at or below 30% AMI in Public Housing.
2. Exceeding federal income targeting requirements at or below 30% AMI in The section 8 tenant based program.

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

1. Adopting rent policies to support and encourage work.

The Housing Authority of Centre County currently has sufficient financial resources in the amount of \$1,991,273.00 to maintain its existing section 8 rental assistance, public housing programs and modernization the program for public housing for the upcoming fiscal year. It is not known if this will continue to be case in the future years.

The Housing Authorities rent determination policies for both the section 8 program and public housing comply with all federal regulations. The Housing Authority currently does not employ and discretionary rent setting policies for income based rent in public housing or any discretionary deductions and/or inclusions.

Policies governing eligibility, selection and admissions. Recently the Housing Authority updated both its Occupancy and Admissions Plan for Public Housing and Section 8 Administrative plan for the Section 8 rental assistance program to contain the requirements of the Housing and Work Responsibility Act of 1998. These changes are reflected in our plan.

The Housing Authorities plan for FY2000 and the 5-year action plan for capital improvement needs are included as part of the plan. The improvements scheduled over the course of years will help to maintain the long-term viability of our public housing complex.

Safety and Security of Public Housing residents, the Housing Authority has an existing Public Housing Drug Elimination grant that it received in 1997 that covered 24 months. The plan included prevention activities for Beaver Farm Youth and their families, the formation of a tenant patrol, and physical improvements. The Housing Authority has applied for funding in FY 1999 the plan includes a continuation of the 1997-1998 prevention activities, tenant patrol and the addition of a Youth Sports Program. We have also included as part of our plan the application for FY 2000 which is also a continuation of the above.

There are no plans for demolition and disposition of Public Housing units. The Housing Authority owns one Public Housing complex know as Beaver Farm Apartments. The complex is 6 years old.

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.

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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 (imbedded in plan)
- 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
- FY 2000 Capital Fund Program 5-Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- 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 <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	Annual Plan: Eligibility, Selection, and Admissions Policies
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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
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 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
Yes	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
No	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
No	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
No	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
No	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
No	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
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
Yes	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
Yes	State of Pennsylvania Consolidated Plan	Annual Plan
Yes	CHAS Data Book 1990/Published 1993	Annual Plan
Yes	Centre County Affordable Housing Coalition Membership Survey	Annual Plan
Yes	Centre County Fair Housing Analysis 1991	Annual Plan
Yes	Centre County Assisted Housing Inventory 1999	Annual Plan
Yes	Centre County Fact Book 1995	Annual Plan
Yes	Centre County Today 1995	Annual Plan

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- ibility	Size	Loca- tion
Income <= 30% of AMI	712	4	4	2	3	2	4
Income >30% but <=50% of AMI	856	4	4	2	3	2	2
Income >50% but <80% of AMI	1,198	2	4	2	3	1	4
Elderly	1,238	3	4	2	4	1	4

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Families with Disabilities	372	5	5	2	4	2	4
Race/Ethnicity	401	2	2	2	1	1	1
Race/Ethnicity	215	2	2	2	1	1	1
Race/Ethnicity	40	2	2	2	1	1	1
Race/Ethnicity	915	2	2	2	1	1	1

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.)

- X Consolidated Plan of the Jurisdiction/s State of Pennsylvania
Indicate year: 1995-1999
- X U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”)
Dataset 1990 Published 1993
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- X Other sources: (list and indicate year of information)

Diana T. Myers and Associates, Fair Housing Analysis for the Borough of State College and the Centre Region, Glenside, Pennsylvania, November 1991

Assisted Housing Inventory, Office of Planning and Community Development, State College Borough, 1999

Centre County Affordable Housing Coalition Membership Survey, 1999

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

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

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	233		70
Extremely low income <=30% AMI	146	63%	
Very low income (>30% but <=50% AMI)	87	37%	
Low income (>50% but <80% AMI)	0	0	
Families with children	109	46%	
Elderly families	24	10%	
Families with Disabilities	5	2%	
Race/ethnicity W	213	91%	
Race/ethnicity B	19	8%	
Race/ethnicity AA	1	1%	
Race/ethnicity AP	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
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)? 6

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

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	13		7
Extremely low income <=30% AMI	11	85%	
Very low income (>30% but <=50% AMI)	2	15%	
Low income (>50% but <80% AMI)	0	0	
Families with children	13	100%	
Elderly families	0	0	
Families with Disabilities	1	>1%	
Race/ethnicity W	13	100%	
Race/ethnicity B	0	0	
Race/ethnicity AA	0	0	
Race/ethnicity AP	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	0	0	
2 BR	0	0	

3 BR	13	100%	7
4 BR	0	0	
5 BR	0	0	
5+ BR	0	0	
Is the waiting list closed (select one)? x 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 <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No X 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

The HACC will address the identified needs by using appropriate resources to maintain and preserve our existing stock and when appropriate and feasible, we will apply for additional grants and loans from federal, state and local sources, including private sources to help add to the affordable housing available in our community. We intend to work with the local Department of Welfare, and the Centre County MH/MR to try and meet some of the identified needs.

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

Select all that apply

- X 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
- X 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
- X Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

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
- X Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- X Affirmatively market to local non-profit agencies that assist families with disabilities
- 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:

- X Funding constraints
- X Staffing constraints
- X Limited availability of sites for assisted housing
- X Extent to which particular housing needs are met by other organizations in the community
- X Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- X Influence of the housing market on PHA programs
- X Community priorities regarding housing assistance
- X Results of consultation with local or state government
- X Results of consultation with residents and the Resident Advisory Board
- X 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	43,920	
b) Public Housing Capital Fund	41,843	
c) HOPE VI Revitalization	-0-	
d) HOPE VI Demolition	-0-	
e) Annual Contributions for Section 8 Tenant-Based Assistance	1,820,000.00	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	23,617	
g) Resident Opportunity and Self-Sufficiency Grants	-0-	
h) Community Development Block Grant	-0-	
i) HOME	-0-	
Other Federal Grants (list below)		
Family Self-Sufficiency Coordinator	10,400	Salary/benefits for Family Self-Sufficiency Coordinator.
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CIAP 1998	6,011	Landscaping, roof repair
CIAP 1999	45,482	Fencing, carpet, storage shed/slab for maintenance supplies, office and community room equipment, paint 7 turnover units, circulator pump, 20 locksets, 20 screens, 2 windows, cabinet door replacement, enclose electric meter.
3. Public Housing Dwelling Rental Income		
	42,000	Administrative and operating expenses
4. Other income (list below)		
Laundry/Late Charges	4,500	Administrative and operating expenses
4. Non-federal sources (list below)		
	-0-	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Total resources	1,991,273.00	

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)

When families are within a certain time of being offered a unit: When the HACC estimates that the applicant can be housed within 60 days.

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

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
- X Other (describe) The Housing Authority of Centre County only has one complex of Public Housing units, therefore only one Public Housing waiting list exists.

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

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

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?

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)

- X One
- Two

Three or More

b. X 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:

X 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)

x Other: (list below)

The Housing Authority of Centre County operates one 20- Unit Public Housing complex that consists of all 3-bedroom units, 2 of which are adaptable/accessible. The only transfers that would take precedence over new admissions are If a current occupant of another unit of the same complex who has a disability which requires the accessibility features of the adaptable/accessible vacant unit.

c. Preferences

1. Yes X 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.

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)

- X The PHA-resident lease
- X The PHA's Admissions and (Continued) Occupancy policy
- X 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)

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

(6) Deconcentration and Income Mixing

a. Yes X 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 X 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 X 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)
- X 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)
- X 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)

The family's current address

The name and address if know to the HACC of the landlord of the family's current and prior addresses.

(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) Beaver Farm Apartments Office
 121 Beaver Farm Lane
 Bellefonte, PA 16823

(3) Search Time

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

If yes, state circumstances below:

1. The family has demonstrated a reasonable effort to locate suitable housing during the initial term without success.
2. The family has submitted a Request for Lease Approval prior to the expiration of the 60-day period, but the unit has not passed Housing Quality Standards.
3. Extenuating circumstances such as hospitalization, family emergencies, etc. that effect the family's ability to locate an acceptable unit within the initial term but are not expected to effect their search during the additional period.
4. The family requires an extension because of the disability of a family member.

(4) Admissions Preferences

a. Income targeting

X 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 X 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.

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)

Television- C-Net channel-7 and Channel- 4 Public Service Announcements

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)

X 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
- X \$26-\$50

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

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

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

1. Yes X 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
- X 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
- X 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)
- X Other (list below) Family composition and income changes must be reported any time a change occurs.

g. Yes X 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.)

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

70% of fair market rent

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)

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)

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		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		

Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		
Family Self-Sufficiency		

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)

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.

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)

-or-

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

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 PA26-P088-901 FFY of Grant Approval: (10/2000)

X Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	4,843
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	2,500
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-Nonexpendable	26,000
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	8,500
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	
20	Amount of Annual Grant (Sum of lines 2-19)		41,843
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Compliance		
23	Amount of line 20 Related to Security		
24	Amount of line 20 Related to Energy Conservation Measures		

**Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PA26-1	Salaries/benefits/internet access	1410	4,843
PA26-1	Paint 7 turnover units	1450	2,500
PA26-1	1-Snow blower	1475	1,500
PA26-1	1-Copy machine	1475	7,000
PA26-1	40-Vertical air condition units	1465	26,000

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

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
PA26-1	06-30-02	06-30-03

Optional Table for 5-Year Action Plan for Capital Fund

(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. X 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-

X 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)

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 year. 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 Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
PA26-1	Beaver Farm Apartments	0	0	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)

Administration, operations, paint 7 turnover units, TV/VCR for video training seminars, typewriter, parking lot lights, leaf blower, lawn tractor, 1 macadam basketball court, 2 basketball standards, lighting, landscaping	\$41,843	2001
	\$41,843	2002
Administration, operations, paint 7 turnover units, upgrade 1 computer terminal and monitor, 2 vertical air conditioners		
	\$41,843	2003
Administration, operations, paint 7 turnover units, reseal parking lot, paint lines, sewage pump		
	\$41,843	2004
Total estimated cost over next 5 years	\$167,372	

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 X 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: <u>(DD/MM/YY)</u>	
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.

1. Yes X 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:	
1b. Development (project) number:	
2. Designation type:	
	Occupancy by only the elderly <input 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 type="checkbox"/>
	Submitted, pending approval <input type="checkbox"/>
	Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(DD/MM/YY)</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:	
7. Coverage of action (select one)	
	<input type="checkbox"/> Part of the development
	<input type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.79 (j)]

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

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)

- Units addressed in a pending or approved demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- 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.

1. Yes X 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:	
1b. Development (project) number:	
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input 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 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:	(DD/MM/YYYY)
5. Number of units affected:	
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input 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.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

Yes No: Has the PHA 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)

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: DD/MM/YY)
Public Housing		
Section 8		

- 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.

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
- X 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).

- X Safety and security survey of residents
- X 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
- X Resident reports
- X PHA employee reports
- X Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

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

Beaver Farm Apartments

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)

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

Beaver Farm Apartments

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)

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

Beaver Farm Apartments

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.

X Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

X 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: ____)

HOUSING AUTHORITY OF CENTRE COUNTY 2000 DRUG ELIMINATION APPLICATION

LOCATION AND UNIT COUNT

Beaver Farm Apartments, 121 Beaver Farm Lane, Bellefonte, and PA 16823

20-3-Bedroom Units

Population 72

PLAN FOR ADDRESSING PROBLEMS

The Housing Authority of Centre County’s Drug Elimination plan focuses on the continuation of prevention, educational and recreational activities aimed at Beaver Farm youth and their families to be provided by the Centre County Youth Service Bureau, the Bellefonte YMCA and the Bellefonte Police Department. Beaver Farm is home to 41 children and youth that are at high risk for drug use. In a 1995 survey conducted by The Pennsylvania State University and Centre County Government asked the community to rate youth needs and priorities in our area for the next 5 years, 88.5% indicated a high/highest priority to reduce drug and alcohol use among Bellefonte youth. Other priorities rated high/highest identified were combating juvenile crime- 82.8% and strengthening families-83.3%. The programs in this plan are strategically designed to provide structured activities that are geared towards at-risk adolescence and their families.

CRIME DATA SPECIFIC TO BEAVER FARM

The Bellefonte Police Department reported 55 service calls (.76 calls per person) for 1998 to the Beaver Farm Project. In terms of Uniform Crime Reporting System (major crimes) there were no reports of murder, rape, robbery, aggravated assault, burglary, motor vehicle theft or arson. There was 1 incident of theft, or a .013% occurrence rate; 2 incidents or a 2% occurrence rate of drug-related activity, 9 incidents of disorderly conduct or a .12% occurrence rate, 10 incidents of harassment, or a .13% occurrence rate, 1 incident of trespass or a .013% occurrence rate, 4 AMB/Health and safety or a .05% occurrence rate, 10 incidents of suspicious activity or a .13% occurrence rate, 9 incidents of domestic/civil/PFA or a .12% occurrence rate, 4 incidents of missing person or a .05% occurrence rate, 4 incidents of RFA(Keys, outside agency) or a .05% incident rate, and 1 accident or a .013% occurrence rate. 1999 crime statistics are not compiled and/or completely available as of this time.

The Beaver Farm housing complex has a relatively low incidence of crime and drug related crime/activity. This is due in part the Housing Authorities strict screening of applicants, lease enforcement, a "One Strike You're Out" policy and prevention activities undertaken as part of our 1997-1998 Drug Elimination Grant. Also in 1997 we were able to establish the Beaver Farm complex as a "Drug Free Zone". We were able to accomplish this because our property is located within 1000 feet of a school, and within 500 feet of a school bus stop. A sign is placed at the entry to Beaver Farm, and a copy of Title 18 "Drug Free Zone Crimes and Offenses" is posted on the Beaver Farm lobby bulletin board.

Baseline services provided by the Bellefonte Police Department include two to three patrols through Beaver Farm on a daily basis at different times throughout the officers shifts. During the shifts officers check the area for suspicious person/activities and the safety of the area. The Police department provides extra patrols during known times of potential problems. The Bellefonte Police department responds to calls in a timely manner and have met their current level of responsibility to the fullest extent.

TARGET POPULATION

Beaver Farm is home to 41 children; 25 of the 41 are in the age range of 6 years of age to 12 years of age; and 8 of the 41 are in the age range of 13 years of age to 17 years of age; the balance are under age 6. Many of the youth come from single parent or separated families and are at a high risk to engage in drug activity. The majority of our children are in the impressionable stages of adolescence.

Our plan is to provide the youth that live in our complex alternatives to drug activities, through prevention, educational and recreational programs. We believe with the information our children/youth receive in school and with the Housing Authority providing on-going prevention and educational programs the message that there are alternatives to drugs is continually being reinforced. With this reinforcement the odds are more favorable that when

our children are confronted with a situation that involves drugs they will choose not to get involved with the drug activity.

PREVENTION ACTIVITIES

Youth Programming and Family Services: Youth programming will be provided through a contract for services with the Centre County Youth Service Bureau.

The Youth Service Bureau will provide drug prevention and reduction activities primarily through its Bellefonte Youth Center site. The Bellefonte Center offers children and youth a wide range of development activities and interventions designed to enhance self-esteem and the development of positive mutually respectful relationships with peers. It provides the opportunity for children and youth to gather and engage in an alternative environment within their home community. In addition to structured developmental activities designed to impact on substance abuse the Bellefonte Youth Center offers various leisure and recreational facilities including; crafts, board games, pool, ping-pong tables, video and computer games related to drug abuse prevention and comfortable areas in which to gather and talk. The Bureau's community center in Bellefonte offers easy access and referral to other Bureau programs including emergency shelter services as well as a wide variety of public and private human services available to the citizens of Centre County. Community center supervisors and AmeriCorps members and concerned community volunteers who provide oversight and assistance to rules staff the Bureau's community Center. The after school program will be made available to Beaver Farm children many of whom attend the elementary school close by. After school care is so important for the growing number of parents who cannot be at home with their children during and after school hours. The Youth Center provides a safe place to go for these children to come during that time providing a supervised alternative to going home alone or hanging out down town.

Drug Abuse Prevention Counseling: The Youth Service Bureau's number one priority is to prevent and reduce the amount of drug use and abuse among children and adolescence from Beaver Farm and Bellefonte in general. Youth served by the Bellefonte Community Center will benefit from increases in counseling efforts, which are related to drug abuse prevention. Issues that will be addressed include the physical, mental, emotional and social problems associated with drug abuse. In addition to these counseling initiatives the Youth Service Bureau operates a hotline in order to provide for increased accessibility of crisis counseling as well as drug abuse information and referral. The hotline number is posted on the Beaver Farm Youth bulletin board along with other information about the Youth Service Bureau.

Individual Counseling: In addition to being at risk for serious behavior problems, HIV infection, anxiety, physical and sexual abuse, depression and suicide attempts, youth in our community are at high risk for chemical dependency. In view of this a strong prevention and

intervention focus is incorporated to individual counseling which is provided by Bureau counselors who are available to provide individualized counseling to youth.

Group Counseling: Group counseling focusing on drug abuse prevention will be conducted at the Community Center once each week in order to educate youth on drugs and their effects and to promote a better understanding of the patterns of addiction among family members. The group setting will also be used as a vehicle to assist youth in the development of problem solving and coping skills which will help them resist peer pressure to use drugs.

Education: One of the main goals is to increase opportunities for parent and child communication, development of self-sufficiency skills and substance abuse education. The Youth Center will provide structured and non-structured programs focused on reducing substance abuse and job preparation and attainment programs which is a critical factor in self-sufficiency, focusing on all aspects of attaining employment from job preparation training to job maintenance.

Drug Prevention Resource Areas: To increase awareness among youth of the services that are available, resource areas have been designated in the Community Center where literature and other information related specifically to drug abuse prevention is provided. A bulletin board contains postings on current local activities such as meeting times and places for AA, NA and ACOA groups. A schedule of DAPP activities and upcoming Family Night prevention presentation. A rack displays brochures on area services related to ATOD prevention and intervention such as MH/MR, Youth Service Bureau services, local hotline and shelter numbers and stop smoking programs. A youth bulletin board is also available in the Beaver Farm lobby with similar information resources.

Family Support: Family Night at the Community Center provides an opportunity for increased parent and child bonding as well as providing opportunity for parents and caretakers who often are alone and isolated to get to know other in an environment designed to promote mutual support while teaching drug educational and substance abuse prevention techniques. High-risk children and youth who regularly attend the Center and their parent (s) or caretaker will have the opportunity to share a special evening together. As a means of increasing self-esteem, promoting leadership skills and developing life skills, young people will regularly get together and engage in a drug abuse prevention activity. Family Night at the Community Center prevention activities will include speakers who will choose ATOD prevention topics of mutual interest to children and adults. In order to appeal to different learning strategies prevention programming includes a combination of techniques including verbal and visual presentations as well as hands-on experiences.

The activities identified for Family night at Community Center meet many developmental youth activities in addition to nutrition, familial, interpersonal needs and multi-cultural awareness needs.

Other Youth Service Bureau Programs: The Community Center will work with other programs with the Youth Service Bureau to provide for familial needs as well. The Parenting Plus Program and its early intervention component Baby Connections provide information on a variety of parenting issues both in the home and in group settings for the purpose of enhancing the physical, emotional and social development of the family. The Early and Extended Intervention Drug and Alcohol Program provides up to 6 months of education and group counseling to youth who have been arrested on drug and alcohol Related charges. The Youth and Family services program provides individual and family counseling.

Transportation: Transportation poses a significant barrier to obtaining services for some families. The Youth Service Bureau provides transportation to and from the Youth Center for Beaver Farm Youth. It is anticipated that transportation services will be provided to Beaver Farm residents on at least 6 occasions each month, primarily getting home from the Youth Center, which is 2 miles away.

Adventure Based Counseling: Adventure-based counseling which offers a model of personal growth and behavior change using group and experimental learning has been incorporated into the program. Such programs have been found to represent valid preventive measures for the psychological and behavioral correlates of substance abuse: low self-esteem, poor stress management, poor socialization and health and impulse control. Adventure based programming which utilizes a wide variety of initiatives and activities related to challenge, play and perceived risk is available to youth served by the Center on a weekly basis and is coordinated with existing services in the community. Activities available to program youth include personal challenge experiences such as: rock climbing, cross country skiing, white water rafting, ropes courses, backpacking, camping trips, hiking, canoeing and bicycling as well as team and new games activities-such as volleyball, earthball, soccer and softball.

Weekly onsite Activities: Youth Center staff conducts weekly activities on site at least once a week weather permitting. Activities will no longer be subject to weather conditions as of October when the new community room at Beaver Farm will be available. Activities include crafts with a prevention focus, new games and other activities.

Community Linkage: The Centre County Youth Service Bureau values and has maintained long-term, on-going relationships with many youth-serving organizations, school district personnel, human service and law enforcement providers. The Bellefonte Community Center's staff works in concert with Centre County Drug and Alcohol Program prevention staff Mary Beth Radar-Allegor as well as treatment providers who include project services in after care plans, Bellefonte YMCA, Ray Williams Ray of Hope, recovering youth from Stepping Stone Transitional Living Program, Bellefonte School District personnel who can

identify children who will benefit from Children of Alcoholics group work, community leaders and Bellefonte Law enforcement all of which have been supportive of the drug elimination activities that been implemented and support the continuation of those activities.

Youth Sports Program: The Bellefonte YMCA will provide basketball programs for Beaver Farm Youth. The YMCA will provide staffing for the basketball programs at no charge to the Housing Authority. The YMCA carries liability insurance that will cover children that are participants in the programs that will be provided on Beaver Farm Property. Proof of liability coverage will be submitted with the executed contract of understanding. The YMCA and the Housing Authority will enter into a contract of understanding upon the approval of its 2000 Drug Elimination Plan.

PREVENTION ACTIVITIES LINKED TO DEP, BUT NOT FUNDED BY DEP

Prevention activities provided as an in-kind Service: In addition to the Youth Service Bureau activities the Bellefonte Police Department provides 2 programs on site per year focusing on drug awareness. These programs will continue indefinitely.

Other Programs: The Housing Authority sponsors 2 adult programs each year at no additional costs. We seek out service providers who are willing to make presentations at no cost to the Housing Authority. Residents are asked for ideas of what programs they may be interested in. Examples of recent topics covered have been "Home Ownership" and "Legal Issues". These programs will continue indefinitely.

Job Training: To encourage self-sufficiency the Housing Authority has entered into an agreement with the State College Job Service Center to provide on site self-sufficiency programs. These programs are estimated begin in January of 2000 or when the Beaver Farm Community Room has been completed. In addition job postings from the local newspapers Sunday edition, Job Service Center and Penn State are posted weekly on the Beaver Farm Bulletin board located in the complex lobby.

Tenant Patrol: As part of our 1997-1998 grant a tenant patrol was formed. The Bellefonte Police Department at no charge trained tenants. Part of the patrol requirements were that residents had to complete reports for each night of their scheduled shift. The first year residents were responsible and turned in their reports with few reminders. The second year they started to fall behind even with reminders reports were not turned in. A resident meeting was held on April 15, 1999 and we discussed the role of the tenant patrol. It was decided that we would continue the patrol and not require the reports. The Housing Authority provides the Police Department with the bi-monthly patrol schedule; with this schedule the Police Department can track any service calls that were a result of the tenant patrol. The Police will document on the monthly incident report the calls that were result of the tenant patrol.

Resident Participation: Residents participate in developing programs and activities, or giving feed back on programs by attending bi-monthly tenant/management meetings. There is no resident council currently formed.

Grant Administration: Housing Authority staff will spend 12 hours per month administering the grant activities. Activities include: developing contractual agreements with service providers, coordinating program activities with residents and service providers, completing required reporting, and program monitoring. The Housing Authority will contract annually with an independent company to conduct the required resident survey.

ROLE OF EACH PARTNER

Centre County Youth Service Bureau: The Youth Service Bureau will provide drug prevention, educational and recreational activities for Beaver Farm Youth and their families primarily through its Bellefonte Youth Center site, along with on site programming at Beaver Farm. The Youth Service Bureau will be responsible for pre-testing and post testing on youth that are participating from Beaver Farm. Attendance records and program hours will be recorded to track program utilization by Beaver Farm residents. This information will be compiled by the Youth Service Bureau and assessed semi-annually by the Housing Authority.

Bellefonte YMCA: The Bellefonte YMCA will provide a on site youth sports program for Beaver Farm youth consisting of organized basketball leagues. The YMCA will provide staffing for the programs at no charge to the Housing Authority. The YMCA Staff will provide all the necessary coordination for the organized leagues. The YMCA will track attendance and program hours to track program utilization by Beaver Farm youth. This information will be compiled by the YMCA and assessed semi-annually by the Housing Authority.

Bellefonte Police Department: The Bellefonte Police Department will continue to provide training and support for the existing tenant patrol and two youth programs each year emphasizing drug prevention education and to maintain a police presence in the complex. The Police Department will provide monthly and semi-annual incident reports to the Housing Authority specific to Beaver Farm, and semi-annual incident reports specific to Borough of Bellefonte. The Housing Authority will review this information on a monthly and semi-annual basis.

SUMMARY OF PROGRAM ACTIVITIES

A comprehensive strategic plan between the Housing Authority of Centre County, the Centre County Youth Service Bureau, the Bellefonte YMCA, the Bellefonte Police Department and Beaver Farm residents that will provide Beaver Farm youth and their families on-going consistent drug prevention, educational, recreational and youth sports programs. These programs will be provided through a continuation of established and newly formed partnerships. The programs will serve 72 residents 41, which are children and youth at the Beaver Farm Apartments Public Housing complex located in Bellefonte, Pennsylvania.

BUDGET BREAKDOWN

CENTRE COUNTY YOUTH SERVICE BUREAU

BELLEFONTE YOUTH CENTER/PREVENTION PROGRAM

Line Item:	Proposed Contract Coverage-Per Year
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Salaries:

Youth Center Supervisor	\$8,071
Adventure Based Facilitator	\$1,225
Administrative Salaries	\$ 825

Benefits:

FICA	\$ 711
Workers Comp.	\$ 325
PA UC	\$ 74
Retirement	\$ 279
Life Ins.	\$ 20
Medical/Dental Ins.	\$ 109
Administrative Benefits	\$ 165

Other Operating:

Rent	\$6,000
Utilities	\$ 880
Educational Supplies	\$ 900
Educational Activities	\$1,200

Staff Travel	\$ 216
Total Per Year	\$21,000

BUDGET NARRATIVE

YOUTH AND FAMILY DRUG PREVENTION PROGRAM

Brief Program Description: Programs to educate and to prevent child and youth drug abuse and related crime will be provided. Youth Sports basketball program will be provided on site by the Bellefonte YMCA through a contract of understanding, program staffing will be provided as an in-kind contribution. The Bellefonte Borough Police Department through its community outreach program will do on-site programming. The Housing Authority will contract with the Centre County Youth Service Bureau to provide more extensive programming through activities based at the Bellefonte Youth Center.

Funds Requested for Activity: 23,617.00

Amplified Budget Items by Object Class Category (from SF 424A)

<u>FUNDING</u>	<u>PHDEP FUNDING</u>	<u>OTHER</u>
A. Personnel		
None	\$ -0-	
Total	\$ -0-	
B. Fringe Benefits		
None	\$ -0-	
Total	\$ -0-	
C. Travel		
None	\$ -0-	
Total	\$ -0-	

D. Equipment

Total \$ -0-

E. Supplies

None \$ -0-

Total \$ -0-

F. Contractual

Bellefonte Police Department \$ -0- In-Kind
Contribution

Youth and Family Drug Prevention Budget Narragative

Page 2

Contractual

Centre County Youth Service \$ 21,000 (per year)

Bureau (see attached budget)

PHDEP FUNDING OTHER FUNDING

Breakdown)

Total \$21,000

Contractual

Bellefonte YMCA \$ -0- In-Kind
Contribution

Total Direct Charges \$23,617.00

GRANT ADMINISTRATION

Brief Program Description: Housing staff will spend 12 hours per month to administer the grant. Activities include: developing contractual agreements with service coordinators, coordinating program activities with service providers, completing required reporting, and program monitoring. The Housing Authority contract with and independent company on an annual basis to conduct the required resident survey.

Funds Requested for Activity: \$ 2,617

	<u>PHDEP FUNDING</u>	<u>OTHER FUNDING</u>
A. Personnel		
Salary	\$2,143.00	
Total	\$2,143.00	
B. Benefits	\$ 174.00	
Total	\$ 174.00	
B. Contractual		
Survey	\$ 300.00	
Total	\$ 300.00	
Total Direct Charges	\$2,617.00	

PREVENTION PROGRAM PERFORMANCE MEASURES/GOALS

Activities/ Program	Strategies	Baseline	Milestones	Goals
Basketball clinics and leagues	Provide programs and leagues for Beaver Farm residents of all ages	Have two full teams to compete in leagues, provide adult mentors to teach values or skills	50% (or 20) of youth residents will participate in clinics and leagues	Increased skills, modified behavior, changed attitudes or values
Recreational Sports Camp	Full day camp setting for children 7-13 years old	Provide adult mentors to teach values & skills to 10 or more youth	50% (or 20) of youth residents will participate in camp	Increased skills, modified behavior, changed attitudes or values
Bellefonte Police Department & Youth Programs	Provide two youth programs with drug prevention emphasis	10 children participating for Fall program	Establish programs by target dates	Increased participation of 14 children by Fall program, hinder criminal tendencies, increase police presence in development

Housing Authority Adult Program	Provide two programs that encompass drug awareness	5 participants for each program	Survey residents on topics of interest for 10/00	Strengthen self-esteem and increase drug awareness, increase participation
Crime Reduction	Operation of Volunteer Tenant Patrol	.76 calls per person	In 6 months, review statistics with police department	Reduce number of service calls to .60 per person by 12/01

TIMETABLE FOR ACTIVITIES

ANNUAL TIMETABLE FOR PHDEP 2000 – 2001

Programs/Activity	Start	Milestones	Finish
Prevention Program: Youth Programming: Family Services	Already in existence from 1997 PHDEP	Amend contract of understanding to include/encompass new grant period by 12/15/00	12/01
Youth Sports Basketball Program: Form Leagues for season	3/01	Send announcements to families, have 10 BVF youth signed up for participation by 4/01	10/01
Bellefonte Police Department Youth Programs-Community Outreach	Already in existence from 1997 PHDEP	Set up Spring Program by 2/01. Set up Fall Program by 8/01.	12/01

Housing Authority Adult Programs	11/00	Survey residents on topics of interest 10/00 Tenant/Mgt. Meeting Set up Spring Program by 2/01. Set up Fall Program by 8/01.	12/01
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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. X 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. X Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes X No: Were there any findings as the result of that audit?
4. Yes X No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain?_____
5. Yes X 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.

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:

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:

Other: (list below)

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

1. X 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: State of Pennsylvania
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)

- X The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- X The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- X The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- X Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Maximize the number of affordable housing units available to the PHA within It's current resources by: Maintaining or increasing section 8 lease up rates by 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.

Target available assistance to Families with disabilities: Apply for special-Purpose vouchers targeted to families with disabilities, should they become Available.

Target available assistance to the elderly: Apply for special-purpose vouchers Targeted to the elderly, should they become available.

Conduct activities to affirmatively further fair housing: 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. Maintain or increase Section 8 lease up rates by marketing the program to Owners, particularly those outside of areas of minority and poverty Concentration.

Increase the number of affordable housing units by: Applying for additional Section 8 units should they become available.

Target available assistance to families at or below 30% of AMI: Exceed HUD Federal targeting requirements for families in Public Housing. Exceed HUD Federal targeting requirements for families in the Section 8 program.

Target available assistance to families at or below 50% of AMI: Adopt rent
Policies to support and encourage work.

Other: (list below)

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

Maintain and improve the quality of housing

Link housing and supportive services

Improve rental housing opportunities

Examine and address need of homeless persons with disabilities

Further Fair Housing

D. Other Information Required by HUD

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

Attachments

Use this section to provide any additional attachments referenced in the Plans.

Attachement A

Deconcentration Statement

The Housing Authority of Centre County Operates one Public Housing community (Beaver Farm Apartments), therefore, deconcentration of lower income families into higher income communities is not possible.

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 PA26-P088-901 FFY of Grant Approval: (10/2000)

X Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	4,843
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	2,500
10	1460 Dwelling Structures	

11	1465.1 Dwelling Equipment-Nonexpendable	26,000
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	8,500
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	
20	Amount of Annual Grant (Sum of lines 2-19)	41,843
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

PA26-1	Salaries/Benefits/Internet Access	1410	4,843
PA26-1	Paint 7 turnover units	1450	2,500
PA26-1	Snow Blower	1475	1,500
PA26-1	Copy Machine	1475	7,000
PA26-1	40 Vertical Air condition units	1465	26,000

Table Library

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
PA26-1	06-30-02	06-30-03

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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 year. 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 Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
PA26-1	Beaver Farm Apartments	0	0	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)

Administration, operations, paint 7 turnover units, TV/VCR for video training seminars, typewriter, parking lot lights, leaf blower, lawn tractor, 1 macadam basketball court, 2 basketball standards and lighting, landscaping	\$41,843	2001
Administration, operations, paint 7 turnover units, upgrade 1 computer terminal and monitor, 2 vertical air conditioners	\$41,843	2002
Administration, operations, paint 7 turnover units, reseal parking lot, paint lines, sewage pump	\$41,843	2003
Administration, operations, paint 7 turnover units, paint, exterior trim, vents, and doors	\$41,843	2004
Total estimated cost over next 5 years	\$167,372	

Table Library

