

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 2001

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

**PHA Plan
Agency Identification**

PHA Name: Kankakee County Housing Authority

PHA Number: IL 039

PHA Fiscal Year Beginning: (mm/yyyy) 07/2001

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.
- The PHA's mission is: (state mission here)

To provide public and assisted housing that is decent, safe and sanitary. To create a climate conducive for human growth and dignity through the effective use of available resources, by providing a qualitative living environment to eligible people within the County of Kankakee, while creating opportunities for an improved quality of life.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHA's 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.) PHA's should identify these measures in the spaces to the right of or below the stated objectives.

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

- PHA Goal: Expand the supply of assisted housing
- Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)

PHA Goal: Improve the quality of assisted housing

Objectives:

Improve public housing management: (PHAS score) 63.4

Improve voucher management: (SEMAP score) 78

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)

PHA Goal: Increase assisted housing choices

Objectives:

Provide voucher mobility counseling:

Conduct outreach efforts to potential voucher landlords

Increase voucher payment standards

Implement voucher homeownership program:

Implement public housing or other homeownership programs:

Implement public housing site-based waiting lists:

Convert public housing to vouchers:

Other: (list below)

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

PHA Goal: Provide an improved living environment

Objectives:

Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:

Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:

Implement public housing security improvements:

Designate developments or buildings for particular resident groups
(elderly, persons with disabilities)

Other: (list below)

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

PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- 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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

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

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2001
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

To aid in the development of the KCHA Annual Plan, several documents were used as reference materials to ensure that state and local priorities were included in the plan.

The Consolidated State Plan of 2000 was used to reference the state priorities concerning housing in the State of Illinois. These priorities include the maintaining and affordability of affordable housing for low-income individuals/families, supportive housing for the homeless, and supportive housing for persons with special needs.

The City of Kankakee Comprehensive Plan 1997 was used to identify local housing needs, as well as, the Kankakee County Comprehensive County Plan, which was used to ascertain the impact of unemployment, race/ethnicity and housing development needs throughout Kankakee County.

Incorporated in this PHA Plan is the Federal Mandate of the Quality Housing and Work Responsibility Act (QWHRA) in the form of revised admission policies to include self-sufficiency mandates, deconcentration mandates (income mixing), earned income provisions, a revised Section 8 Administrative Plan, and resident participation on the PHA Board of Commissioners.

The Authority has also taken into consideration comments and concerns raised by the Resident Organization Boards and the general public in the preparation of this plan. The Resident Organization Boards recommendations have been included as part of the Annual Plan and the Five (5) Year Plan for the PHA. Methods and descriptions of how the PHA plans to address these resident recommendations are included in

documents contained on file at the Authority, which support the fact that the appropriate consultations were complied with by the Authority in the preparation of both plans. The Authority looks forward to the opportunity to enhance the quality of life for those individuals and families being served by implementing strategies by way of the goals and objectives contained in these plans.

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 (**Page 30**)

- Most recent board-approved operating budget (Required Attachment for PHA's that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart (**Attachment B**)
 FY 2000 Capital Fund Program 5 Year Action Plan(**Attachment C**)
 Public Housing Drug Elimination Program (PHDEP) Plan (**Attachment D**)
 Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (**Attachment F**)
 Other (List below, providing each attachment name)

Family Self-Sufficiency Action Plan (**Attachment E**)

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 |
| X | PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations | 5 Year and Annual Plans |
| X | State/Local Government Certification of Consistency with the Consolidated Plan | 5 Year and Annual Plans |
| X | 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 |
| X | 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 |
| X | Most recent board-approved operating budget for the public housing program | Annual Plan: Financial Resources; |
| X | 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 |
| X | Section 8 Administrative Plan | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X | Public Housing Deconcentration and Income Mixing Documentation: | Annual Plan: Eligibility, Selection, and Admissions |

| List of Supporting Documents Available for Review | | |
|--|--|--|
| Applicable & On Display | Supporting Document | Applicable Plan Component |
| | 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 | Policies |
| X | 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 |
| X | 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 |
| X | Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan | Annual Plan: Rent Determination |
| X | 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 |
| X | Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy | Annual Plan: Grievance Procedures |
| X | Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan | Annual Plan: Grievance Procedures |
| X | The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year | Annual Plan: Capital Needs |
| N/A | Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant | Annual Plan: Capital Needs |
| X | 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 |
| N/A | 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 |
| N/A | Approved or submitted applications for demolition and/or disposition of public housing | Annual Plan: Demolition and Disposition |
| N/A | Approved or submitted applications for designation of public housing (Designated Housing Plans) | Annual Plan: Designation of Public Housing |
| N/A | 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 |
| X | Approved or submitted public housing homeownership programs/plans | Annual Plan: Homeownership |

| List of Supporting Documents Available for Review | | |
|--|---|---|
| Applicable & On Display | Supporting Document | Applicable Plan Component |
| X | Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan | Annual Plan: Homeownership |
| X | Any cooperative agreement between the PHA and the TANF agency | Annual Plan: Community Service & Self-Sufficiency |
| X | FSS Action Plan/s for public housing and/or Section 8 | Annual Plan: Community Service & Self-Sufficiency |
| N/A | Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports | |
| X | 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 |
| X | 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 |
| N/A | Troubled PHA's: MOA/Recovery Plan | Troubled PHA's |
| | Other supporting documents (optional) (list individually; use as many lines as necessary) | (specify as needed) |
| | | |

1. Statement of Housing Needs

[24 CFR Part 903.79 (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 | Qualit-y | Access-ability | Size | Locatio-n |
| Income <= 30% of AMI | 12,312 | 5 | 5 | 4 | 2 | 2 | 3 |
| Income >30% but <=50% of AMI | Not Tracked | N/A | N/A | N/A | N/A | N/A | N/A |
| Income >50% but <80% of AMI | 824,917.00 | 3 | 2 | 5 | 1 | 5 | 5 |
| Elderly | 1253.00 | 4 | 4 | 4 | 2 | 1 | 5 |
| Families with Disabilities | 57,620.00 | 3 | 2 | 3 | 2 | 2 | 5 |
| Race/Ethnicity | 80,194.00 | Not Tracked | Not Tracked | Not Tracked | Not Tracked | Not Tracked | Not Tracked |
| Race/Ethnicity | 14,499.00 | Not Tracked | Not Tracked | Not Tracked | Not Tracked | Not Tracked | Not Tracked |
| Race/Ethnicity | 150.00 | Not Tracked | Not Tracked | Not Tracked | Not Tracked | Not Tracked | Not Tracked |
| Race/Ethnicity | 529.00 | Not Tracked | Not Tracked | Not Tracked | Not Tracked | Not Tracked | Not Tracked |

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2000
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

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

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.** PHA's may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

PUBLIC HOUSING

| Housing Needs of Families on the Waiting List | | | |
|---|---|---------------------|-----------------|
| Waiting list type: (select one) | | | |
| <input type="checkbox"/> | Section 8 tenant-based assistance | | |
| <input checked="" 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 | 148 | | 800 |
| Extremely low income <=30% AMI | 49 | 33 | |
| Very low income (>30% but <=50% AMI) | 7 | 5 | |
| Low income (>50% but <80% AMI) | 32 | 22 | |
| Families with children | 88 | 59 | |
| Elderly families | 17 | 11 | |
| Families with Disabilities | 43 | 29 | |
| Race/black | 35 | 40 | |
| Race/white | 23 | 26 | |
| Race/other | 2 | 2 | |
| Race/ethnicity | | | |
| Characteristics by Bedroom Size (Public Housing Only) | | | |
| 1BR | 60 | 41 | 300 |
| 2 BR | 53 | 36 | 283 |
| 3 BR | 32 | 22 | 60 |

| Housing Needs of Families on the Waiting List | | | |
|--|---|-----|---|
| 4 BR | 2 | 1 | 2 |
| 5 BR | 1 | 1 | 0 |
| 5+ BR | 1 | .05 | 0 |
| Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes | | | |
| If yes: | | | |
| How long has it been closed (# of months)? 15 months | | | |
| Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes | | | |
| Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes | | | |

SECTION 8

| 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 | 570 | | 400 |
| Extremely low income <=30% AMI | 428 | 75 | |
| Very low income (>30% but <=50% AMI) | 100 | 18 | |
| Low income (>50% but <80% AMI) | 42 | 8 | |
| Families with children | 495 | 87 | |
| Elderly families | 11 | 2 | |
| Families with Disabilities | 69 | 12 | |
| Race/white | 67 | 11 | |
| Race/black | 496 | 87 | |
| Race/other | 15 | 2 | |
| Race/ | | | |

| Housing Needs of Families on the Waiting List | | | |
|--|--|--|--|
| Characteristics by Bedroom Size (Public Housing Only) | | | |
| 1BR | | | |
| 2 BR | | | |
| 3 BR | | | |
| 4 BR | | | |
| 5 BR | | | |
| 5+ BR | | | |
| Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? 15 Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes | | | |

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required

- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

The Kankakee County Housing Authority will address the housing needs of families on the Section 8 waiting list by applying for additional vouchers, as well as, increasing the lease-up rate in the current housing choice voucher program.

Additionally, the Section 8 program's housing choice voucher program has increased the payment standards to the required HUD percentage, which is between 90 and 110% of the fair market rents.

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

| Financial Resources: Planned Sources and Uses | | |
|---|-------------------|---------------------|
| Sources | Planned \$ | Planned Uses |
| 1. Federal Grants (FY 2001 grants) | | |
| a) Public Housing Operating Fund | \$ 687,659 | |
| b) Public Housing Capital Fund | \$ 641,074 | |
| c) HOPE VI Revitalization | | |
| d) HOPE VI Demolition | | |
| e) Annual Contributions for Section 8 Tenant-Based Assistance | \$ 2,603,030 | |
| f) Public Housing Drug Elimination Program (including any Technical Assistance funds) | \$ 80,095 | |
| g) Resident Opportunity and Self-Sufficiency Grants | | |
| h) Community Development Block Grant | | |
| i) HOME | | |
| Other Federal Grants (list below) | | |
| | | |
| 2. Prior Year Federal Grants (unobligated funds only) (list below) | | |
| | | |
| | | |
| | | |
| 3. Public Housing Dwelling Rental Income | \$ 494,000 | PH Operations |
| | | |
| | | |
| 4. Other income (list below) | \$ 45,000 | PH Operations |
| | | |
| | | |
| 4. Non-federal sources (list below) | | |
| Turn-Key III | \$ 318,000 | PH Operations |
| | | |
| | | |
| Total resources | \$ 4,868,858 | |
| | | |
| | | |

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHA's 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) 30
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) At the time of application

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) DCFS 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
- Other (describe)

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

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

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)

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second

priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

1 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
Substandard housing
- 1 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
- 1 Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

- PHA briefing seminars or written materials
- Other source

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

- At an annual reexamination and lease renewal

- Any time family composition changes
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

- a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?
- b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?
- c. If the answer to b was yes, what changes were adopted? (select all that apply)
- Adoption of site based waiting lists
If selected, list targeted developments below:
 - Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
IL039-003, IL039-004, IL039-005, IL039-006, IL039-007
 - Employing new admission preferences at targeted developments
If selected, list targeted developments below:
 - Other (list policies and developments targeted below)
- d. Yes No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

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

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

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

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

IL 039 003, IL 039 007

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

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

IL 039 003, IL 039 007

B. Section 8

Exemptions: PHA's 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)

Previous rental history

(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)

(3) Search Time

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

If yes, state circumstances below:

Documented death in the immediate family within 60 day period, Documented health difficulties within 60 day period (immediate family), Difficulty with preparation of rental unit and other documented circumstances that delay the lease process.

(4) Admissions Preferences

- a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

- Victims of domestic violence
- Substandard housing
- 1 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) FUP vouchers are distributed by KCHA and Department of Children and Family Services.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

\$0

\$1-\$25

\$26-\$50

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

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

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

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

Yes for all developments

Yes but only for some developments

No

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

For all developments

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

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below)

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

(2) Flat Rents

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

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

Calculated average of rents paid in hi-rise=\$120.00. Flat rent=\$200.
Family units are based on \$100/bedroom size (2 bedroom - \$200, 3-bedroom - \$300, 4 bedroom - \$400 ,etc.)

B. Section 8 Tenant-Based Assistance

Exemptions: PHA's 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 PHA's are not required to complete this section. Section 8 only PHA's 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 | 317 | 0 |
| Section 8 Vouchers | 502 | 30 |
| Section 8 Certificates | 0 | 0 |
| Section 8 Mod Rehab | 0 | 0 |
| Special Purpose Section 8 Certificates/Vouchers (list individually) | 75 FUP | 25 |
| Public Housing Drug Elimination Program (PHDEP) | 150 | 75 |
| | | |
| | | |
| Other Federal Programs(list individually) | | |
| | | |
| | | |

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)

- Preventative Maintenance Plan
- Maintenance Work Order Procedure Manual
- Property Inspection Procedure

Section 8 Management: (list below)

Administrative Plan
Admission & Continued Occupancy

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHA's are not required to complete component 6. Section 8-Only PHA's 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 PHA's are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHA's that will not participate in the Capital Fund Program may skip to component 7B. All other PHA's 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-

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

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 IL06-P039-50101 FFY of Grant Approval: (07/2001)

Original Annual Statement

| Line No. | Summary by Development Account | Total Estimated Cost |
|----------|---|----------------------|
| 1 | Total Non-CGP Funds | |
| 2 | 1406 Operations | 10,000.00 |
| 3 | 1408 Management Improvements | 55,000.00 |
| 4 | 1410 Administration | 62,614.00 |
| 5 | 1411 Audit | 5,000.00 |
| 6 | 1415 Liquidated Damages | |
| 7 | 1430 Fees and Costs | 50,000.00 |
| 8 | 1440 Site Acquisition | |
| 9 | 1450 Site Improvement | |
| 10 | 1460 Dwelling Structures | 443,529.00 |
| 11 | 1465.1 Dwelling Equipment-Nonexpendable | |
| 12 | 1470 Nondwelling Structures | |
| 13 | 1475 Nondwelling Equipment | |
| 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) | 626,143.00 |
| 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 | 50,000.00 |
| 24 | Amount of line 20 Related to Energy Conservation Measures | |

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 IL06-R039-50101 FFY of Grant Approval: (07/2001)

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 | |
| 5 | 1411 Audit | |
| 6 | 1415 Liquidated Damages | |
| 7 | 1430 Fees and Costs | |
| 8 | 1440 Site Acquisition | |
| 9 | 1450 Site Improvement | |
| 10 | 1460 Dwelling Structures | |
| 11 | 1465.1 Dwelling Equipment-Nonexpendable | |
| 12 | 1470 Nondwelling Structures | |
| 13 | 1475 Nondwelling Equipment | |
| 14 | 1485 Demolition | |
| 15 | 1490 Replacement Reserve | 14,931 |
| 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) | |
| 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 |
|---|--|----------------------------|----------------------|
| IL06-P039 Administration Building | Site: | 1450 | |
| | Mechanical and Electrical: | 1460 | |
| | Building Exterior: | 1460 | |
| | Dwelling Units: | 1460 | |
| | Dwelling Equipment: | 1465.1 | |
| | Non-Dwelling Structures: | 1470 | |
| | Site-Wide Facilities | 1470 | |
| | Nondwelling Equipment | 1475 | |
| Grand Total | | | |

**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 |
|---|---|----------------------------|----------------------|
| IL39-03 Wildwood West Evergreen Chestnut, Patrick, Gordon, Meadowview, South Third, Harbor | Site: | 1450 | |
| | Mechanical and Electrical: | 1460 | |
| | Building Exterior: | 1460 | |
| | Dwelling Units: Soffits, gutters, downspouts, reroof | 1460 | 251,944.00 |
| | Dwelling Equipment: | 1465.1 | |
| | Non-Dwelling Structures: | 1470 | |
| | Site-Wide Facilities | 1470 | |
| | Nondwelling Equipment | 1470 | |
| | Grand Total | | 251,944.00 |

**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 |
|---|--|----------------------------|----------------------|
| IL39-04 Azzarelli High rise | Site: | 1450 | |
| | Mechanical and Electrical: | 1460 | |
| | Building Exterior: | 1460 | |
| | Dwelling Units: | 1460 | |
| | Dwelling Equipment: | 1465.1 | |
| | Non-Dwelling Structures: | 1470 | |
| | Site-Wide Facilities | 1470 | |
| | Nondwelling Equipment | 1470 | |
| | Grand Total | 1475 | |

**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 |
|---|--|----------------------------|----------------------|
| IL39-06 Midtown Towers | Site: | 1450 | |
| | Mechanical and Electrical: | 1460 | |
| | Building Exterior: Re-roof | 1460 | 111,234.00 |
| | Dwelling Units: | 1460 | |
| | Dwelling Equipment: | 1465.1 | |
| | Non-Dwelling Structures: | 1470 | |
| | Site-Wide Facilities | 1470 | |
| | Nondwelling Equipment | 1475 | |
| | Grand Total | | 111,234.00 |

**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 |
|---|---|----------------------------|--|
| IL39-07 Evergreen, Locust, Myrtle, Chicago, Eastview | Site: | 1450 | |
| | Mechanical and Electrical: | 1460 | |
| | Building Exterior: | 1460 | |
| | Dwelling Units: Soffits, gutters, downspouts, termite control and re-roof | 1460 | 48,338.00 (50% of costs) 32,013.00 |
| | Dwelling Equipment: | 1465.1 | |
| | Non-Dwelling Structures: | 1470 | |
| | Site-Wide Facilities | 1470 | |
| | Nondwelling Equipment | 1475 | |
| | Grand Total | | 80,351.00 |

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

| Development Number/Name HA-Wide Activities | All Funds Obligated (Quarter Ending Date) | All Funds Expended (Quarter Ending Date) |
|--|--|---|
| PHA Wide | | |
| 1. Non-dwelling Equipment | | |
| Computer Hardware Upgrades | 9/30/03 | 9/30/03 |
| 2. Management Improvements | | |
| Security Guards | 9/30/03 | 9/30/03 |
| Staff Training | 9/30/03 | 9/30/03 |
| Computer Software | 9/30/03 | 9/30/03 |
| 3. Administration | | |
| Comp Grant | 9/30/03 | 9/30/03 |
| Coordinator & Assistant | 9/30/02 | 9/30/03 |
| 4. Audit | 9/30/03 | 9/30/03 |
| 5. Fees and Costs | 9/30/03 | 9/30/03 |
| 6. 39-3 | 9/30/03 | 9/30/03 |
| Scatter Sites | | |
| 7. 39-4 | 9/30/03 | 9/30/03 |
| Azzarelli High-rise | | |
| 8. 39-6 | 9/30/03 | 9/30/03 |
| Midtown Towers | | |

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

-or-

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

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

Applicability of sub-component 7B: All PHA's 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 PHA's are not required to complete this section.

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

2. Activity Description

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

| Demolition/Disposition Activity Description |
|--|
| 1a. Development name: 1b. Development (project) number:39-3 |
| 2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/> |
| 3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/> |
| 4. Date application approved, submitted, or planned for submission: <u>(12/31/01)</u> |
| 5. Number of units affected: 1 |
| 6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development |
| 7. Timeline for activity: a. Actual or projected start date of activity:12/31/01 b. Projected end date of activity:12/31/02 |

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

[24 CFR Part 903.79 (i)]

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

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If "No", skip to component 10. If "yes", complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHA's 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: Azzarelli High-rise 1b. Development (project) number: 39-4 |
| 2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/> |
| 3. Application status (select one) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/> |
| 4. Date this designation approved, submitted, or planned for submission: (09/01/2001) |
| 5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan? |
| 6. Number of units affected: 100 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development |

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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. PHA's completing streamlined submissions may skip to component 11.)

2. Activity Description

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

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

(date submitted or approved: _____)

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 PHA's are not required to complete 11A.

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

| |
|--|
| <p>Public Housing Homeownership Activity Description (Complete one for each development affected)</p> |
| <p>1a. Development name: Old Fair Park Subdivision</p> <p>1b. Development (project) number: IL 039 005</p> |

| |
|--|
| <p>2. Federal Program authority:</p> <p><input type="checkbox"/> HOPE I</p> <p><input type="checkbox"/> 5(h)</p> <p><input checked="" type="checkbox"/> Turnkey III</p> <p><input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)</p> |
| <p>3. Application status: (select one)</p> <p><input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program</p> <p><input type="checkbox"/> Submitted, pending approval</p> <p><input type="checkbox"/> Planned application</p> |
| <p>4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (07/01/1973)</p> |
| <p>5. Number of units affected:</p> <p>6. Coverage of action: (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input checked="" type="checkbox"/> Total development</p> |

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 PHA's** 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 903.79 (l)]

Exemptions from Component 12: High performing and small PHA's are not required to complete this component. Section 8-Only PHA's 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? 01/14/00

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) |
| | | | | |
| Certified Renters | All FSS Participants | All FSS Participants | On-Site/Off-Site | Section 8 |
| Home Ownership (Counseling) | Varies | Transitional FSS Participants | Off-Site | Section 8 |
| | | | | |
| | | | | |

(2) Family Self Sufficiency program/s

a. Participation Description

| Family Self Sufficiency (FSS) Participation | | |
|--|--|---|
| Program | Required Number of Participants (start of FY 2001 Estimate) | Actual Number of Participants (As of: 6/30/01) |
| Public Housing | 0 | 0 |
| Section 8 | 75 | 41 |

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 PHA's not participating in PHDEP and Section 8 Only PHA's may skip to component 15. High Performing and small PHA's 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
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

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

- Safety and security survey of residents

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

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

- IL 039 003
- IL 039 004
- IL 039 005
- IL 039 006
- IL 039 007

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)

Contract with City police department for security at two senior high-rises and scattered sites seven days a week.

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

- IL 039 003
- IL 039 004
- IL 039 005
- IL 039 006
- IL 039 007

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)

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

IL 039 003
IL 039 004
IL 039 005
IL 039 006
IL 039 007

D. Additional information as required by PHDEP/PHDEP Plan

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

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2001 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: PHDEPAnnual Submission)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

Those residents who qualify under Section 227 of the Housing and Urban Renewal Recovery Act of 1983 and 24 CFR Part 960.701, may own and keep common household pets in the Kankakee County Housing Authority (KCHA) owned and/or operated units that were built exclusively for occupancy by the elderly, handicapped, and families. All residents who are eligible under Section 227 and 24 CFR Part 960.701 are allowed to keep a pet in housing owned and/or operated by the KCHA, shall demonstrate that they have the physical and financial capability to care for the pet.

A. Application for Pet Permit:

Prior to housing any pet on the premises governed by Section 227 and 24 CFR Part 960.701, the resident shall apply to the KCHA for a pet permit, which shall be accompanied by the following:

1. Current license issued by the appropriate authority, as applicable.
2. Signed veterinarian's statement verifying the animal is in good health, has no communicable diseases or pests, and, in the case of cats and dogs, is spayed or neutered.
3. Evidence that the pet has received current rabies and distemper inoculations or boosters, as applicable
4. Evidence that the pet is registered at the Kankakee County Health Department or Animal Control, as applicable.
5. Signed statement from the resident accepting complete responsibility for the care and cleaning of the pet, and acknowledging the applicable rules.
6. A damage deposit of two hundred dollars (\$200.00) for a dog or cat; twenty-five dollars (\$25.00) for a fish or a bird. This deposit is refundable if no damage is done, as verified by the KCHA after the resident disposes of the pet, or moves.

B. Rules Governing Pet Ownership Shall Be:

1. Permitted pets are domesticated dogs, cats, birds, and fish kept in aquariums. The weight of the dog or cat may not exceed twenty-five (25) pounds (adult size).
2. Only one pet per household will be permitted. Heads of household shall be responsible for their pet. No guests may bring pets onto the premises.
3. Dogs and cats must be licensed yearly with the appropriate authority and residents must show proof of annual rabies and distemper booster inoculations. This proof shall be furnished at the time of regular Annual Re-Examination for Continued Occupancy.
4. Vicious and/or intimidating dogs or cats will not be allowed. No pet that bites or attacks may be in the Kankakee County Housing Authority.
5. All dogs and cats must be spayed or neutered. Cats are to be de-clawed.
6. Dogs and cats shall remain inside the resident's unit. No animal shall be permitted in laundromats or community rooms of the facility. No animal shall be permitted to be loose in hallways, lobby areas, yards or other common areas at any time.
7. When taken outside the unit, an adult person who is able to control it must keep dogs and cats on a leash.
8. Birds must be confined to a cage at all times.

9. Residents shall not permit their pet to disturb, interfere or diminish the peaceful enjoyment of other residents. The terms "disturb, interfere, and diminish" shall include, but not be limited to barking, howling, chirping, biting, scratching, and other like activities.
10. Residents must provide litter boxes for cat waste, which must be kept in the dwelling unit. Residents shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary. Cat litter must be wrapped in plastic bags and sealed and placed in a garbage dumpster OUTSIDE the building.
11. Residents are solely responsible for cleaning up pet droppings if any, outside the unit and on facility grounds. Droppings must be disposed of by being placed in a plastic bag and sealed and then placed in a container OUTSIDE the building provided by the KCHA.
12. Residents are responsible for properly disposing of dog and cat waste in a container provided by the KCHA OUTSIDE the building.
13. Residents shall take the adequate precautions and measures necessary to eliminate pet odors within or around the unit and shall maintain the unit in a sanitary condition at all times.
14. If pets are left unattended for a period of twelve, (12) hours or more, the KCHA may enter the dwelling unit, remove the pet and transfer it to the proper authorities, subject to the provisions of Illinois state law and pertinent local ordinances. The Housing Authority accepts no responsibility for the animal under such circumstances.
15. Residents shall not alter their unit, patio, or other area in order to create an enclosure for any pet.
16. Residents are responsible for all damages caused by their pets, including the cost of cleaning of carpets and/or fumigation of units.
17. Residents are prohibited from feeding or harboring stray animals. -The feeding of stray animals shall constitute having a pet without the written permission of the Kankakee County Housing Authority.
18. All resident pet owners are required to participate in a group pet liability insurance plan in which the Kankakee County Housing Authority is listed as an additional insured. That policy shall provide each pet owner with \$100,000 general **body** combined, single limit liability (property damage -bodily injury) coverage.
19. Should any pet houses in a KCHA facility under Section 227 give birth to a litter, the resident shall move the premises all of said pets, except one.
20. Residents must submit a signed statement by two (2) sponsors who will take the pet from the premises when the resident is to be away overnight or longer, and who will be available to take the pet from the premises within twelve hours after any emergency causing the owner not to be able to care for the animal (with the exception of fish).

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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) G
- 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)

Comments were consistent with improvements and goals outlined in the Annual Plan/5-Year Plan.

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

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

3. Description of Resident Election Process

- a. Nomination of candidates for place on the ballot: (select all that apply)
- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)
- b. Eligible candidates: (select one)
- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance

- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: **State of Illinois**

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

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

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

Affordable Housing – The number of total housing units decreased by 3.2% and the total occupied units decreased by 5.1% from 1980 to 1990. During the same period, the number of owner occupied units dropped by 12.6% while renter occupied units increased by 4.1%. The vacancy rate for Kankakee County was 6.9% in 1980, increasing to 9.4% in 1990. These statistics represent the fact that there certainly is a need for affordable housing in the city, as well as, the County of Kankakee. The Kankakee County Housing Authority proposes to do the following:

- Maintain an occupancy status that ensures that individuals most in need of housing are allowed to receive housing according to their specific need.
- Increase the type of housing being offered in the county for low-income individuals and families.

- Increase assisted housing for the homeless to ensure that the Authority is working in conjunction with the available resources in the county and community whose efforts are directed towards addressing this problem.
- Increase supportive housing for persons with special needs by ensuring that there are available units being offered by the PHA to accommodate those individuals who have handicaps or disabilities which require special housing needs in the form of accessibility standards.

D. Other Information Required by HUD

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

Attachment A

Admissions Policy for Deconcentration

DECONCENTRATION AND INCOME MIXING PLAN:

- * Bringing higher income tenants into lower income housing projects.
- * Lower income tenants into higher income public housing projects.

This includes both applicants and tenants:

- * PHA can offer incentives to move but family must retain choice.
- * PHA may not take any adverse action toward a family for choosing not to accept an incentive and occupancy of a lower income development.

PHA Implementation of Deconcentration

- * Analyze household incomes at each site
- * Analyze household incomes of census tracts of site locations
- * Define "higher income developments and sites
- * Define "lower income developments and sites

INCOME TARGETING AND DECONCENTRATION

Of the Public Housing units made available in any fiscal year, not less than 40% must be occupied by families whose incomes are less than 30% of the area median income (AMI) . The legislation also allows the fungibility. Fungibility means that for each voucher holder exceeding the section 8 - voucher program's income targeting requirement for families below 30% of the area median (AMI), the number of public housing units occupied by families earning less than 30% AMI can be reduced by that number. This allows for higher families incomes to enter into public housing. The fungibility provision is limited to 10% of the number of the housing authority's tenant-based voucher holders and must support deconcentration (fungibility can only be used when families moving into public housing under fungibility have incomes above 30% of the AMI move into census tracts that have a poverty rate of 30% or more -effectively encouraging higher income families to move into lower income neighborhoods as a condition of using fungibility) .There is a "fungibility floor" where the very least number of public housing units occupied by families with less than 30% of the AMI are 30% of the public housing units.

Public housing agencies are prohibited from concentrating very low-income families in certain public housing projects or in certain buildings of certain projects. As part of its annual plan, the housing agency must provide for deconcentration of poverty and income mixing

INCENTIVES

PHA may offer incentives to eligible families that would help to accomplish the deconcentration and income-mixing objectives, including;

- * Skipping over certain families on waiting list based incomes;
 - * Appropriate marketing efforts;
 - * Provision of additional supportive services, consultation, information and/or amenities;
 - * Rent incentives authorized by QHWRA;
 - * Waiving fees;
 - * Different occupancy standards; certain amenities;
 - * Homeownership opportunities;
 - * Training/hiring opportunities at PHA; Savings accounts; and
 - * Permissive exclusions to earned income.
- * Skipping of a family on a waiting list specifically to reach another family with a lower or higher income is permissible, provided that such skipping is uniformly applied.

Attachment B

PHA Management Organizational Chart

Attachment C

FY 2000 Capital Fund Program 5-Year Action Plan

As of the most recent HUD ruling, the Capital Fund Program is no longer competitive. For an estimate of future funding, the Technical Services Department is required to average the two most recently approved Comprehensive Grant applications and use the arrived at figure for the Capital Fund submission. The program line items were based on the Architect's review and assessment. The most needy areas were given highest priority.

The following is a breakdown of the current figures:

| PROGRAM | APPROVED FUNDING |
|----------------------|-------------------------|
| IL06-P039-50100 | \$613,706.00 |
| IL06-P039-50101 | \$626,143.00 |
| CAPITAL FUND AVERAGE | \$619,924.00 |

Executive Summary of U.S. Department of Housing
Preliminary Estimated Costs and Urban Development
Physical and Management Needs Office of Public and Indian Housing
Comprehensive Grant Program (CGP)

OMB Approval No. 2577-0157 (Exp.7/31/98)

| HA Name: Kankakee County Housing Authority | | | | Federal Fiscal Year 1998 | |
|---|---------------------------|--|-----------------------|-----------------------------------|-----------------------------------|
| Development Number/ Name | Total Current Units | Total Preliminary Estimated Hard Cost | Per Unit Hard Cost | Long- Term Viability Y/N | Percentages of Vacant Units |
| IL06-P039-003 Scattered Sites | 80 | \$2,175,950.00 | \$27,200.00 | Y | 0% |
| IL06-P039-004 Azzarelli High Rise | 100 | 2,650,818.00 | 26,508.00 | Y | 5 |
| IL06-P039-005 Home Ownership Units | 25 | 1,004,982.00 | 40,199.00 | Y | 0 |
| IL06-P039-006 Midtown Towers | 100 | 1,819,583.00 | 18,195.00 | Y | 1 |
| IL06-P039-007 Multifamily Units | 28 | 1,291,964.00 | 46,141.00 | Y | 4% |
| IL06-P039 Administration Building | -- | 1,100,000.00 | 1,100,000.00 | Y | -- |
| Total Preliminary Estimated Hart Cost for Physical Needs | | | | \$10,043,297.00 | |
| Total Preliminary Estimated Cost for HA-Wide Management Needs | | | | 219,480.00 | |
| Total Preliminary Estimated Cost for HA-Wide Nondwelling Structures and Equipment | | | | -- | |
| Total Preliminary Estimated Cost for HA-Wide Administration | | | | 252,000.00 | |
| Total Preliminary Estimated Cost for HA-Wide Other | | | | 110,000.00 | |
| Grand Total of HA Needs | | | | 10,624,777.00 | |
| Signature of Executive Director | | | | Date | |

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

| | | | | | |
|--|-----------------|-------------------------------------|---|---------------------------------------|--|
| HA Name Kankakee County Housing Authority | | | | ◆ Original ◇ Revision Number _____ | |
| Development Number IL06-P039-005 | | Development Name Scattered Sites | | DOFA Date 1971 | |
| Development Type: | Occupancy Type: | Structure Type: | Number of Buildings: | Number of Vacant Units: 0 | |
| Rental ◆ | Family ◆ | Detached/ ◆ Semi-Detached | 31 | | |
| Turnkey III-Vacant ◇ | Elderly ◇ | Row ◇ | Current Bedroom Distribution 0 ___ 1 ___ 2 28 fam elderly 3 32 4 12 5 5 ___5+___ | 0% | |
| Turnkey III-Occupied ◇ | Mixed ◇ | Walk Up ◇ | | Total Current Units: | |
| Mutual Help ◇ | | Elevator ◇ | | 80 | |
| Section 23, Bond Financed ◇ | | | | | |
| General Description of Needed Physical Improvements | | | | Urgency of Need (1-5) | |
| Crawl Space Sumps | | | | 1 | |
| Crawl Space Vents | | | | 1 | |
| Inspect and Repair Crawl Space Ductwork | | | | 1 | |
| Site Improvements (Playgrounds) | | | | 1 | |
| Termite Control | | | | 1 | |
| Crawl Space Fill | | | | 2 | |
| Handicapped Accessible Conversions | | | | 2 | |
| Repair Weep Holes | | | | 2 | |
| Storage door & Frame Replacement | | | | 2 | |
| Add A/C Sleeves | | | | 3 | |
| Canopy Column Replacement | | | | 3 | |
| Community Building Renovation | | | | 3 | |
| Lavatory Replacement | | | | 3 | |
| Range Guard Replacement | | | | 3 | |
| Replace Screen Doors | | | | 3 | |
| Site Lighting | | | | 3 | |
| Site Improvements (Demolition and Removal of Fencing & Paving, New Fencing, New Parking lot, New Paving, Seed/Sod Playgrounds) | | | | 3 | |
| Tub Surround Replacement | | | | 3 | |
| Bifold Door Replacements | | | | 4 | |
| Floor Replacement | | | | 4 | |
| Roof Replacement | | | | 4 | |
| Site Seating | | | | 5 | |
| Total Preliminary Estimated Cost for Needed Physical Improvements | | | | \$ 2,175,950 | |
| Per Unit Hard Cost | | | | \$ 27,200 | |
| Physical Improvements will Result in Structural/System Soundness at a Reasonable Cost | | | | Yes X No <input type="checkbox"/> | |
| Development Has Long-Term Physical and Social Viability | | | | Yes X No <input type="checkbox"/> | |
| Date Assessment Prepared | | March 5 thru 8, 1998 | | | |
| Sources of Information Site Surveys, Meeting Notes, Work Order, Master Plans, Previous Physical Needs Assessments, L.B.P Test Reports, KCHA Files and Correspondence. | | | | | |

Table Library

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

| | | | | | |
|--|---|---|---|--|--|
| HA Name Kankakee County Housing Authority | | | | ◆ Original ◇ Revision Number _____ | |
| Development Number IL06-P039-004 | | Development Name Azzarelli High Rise | | DOFA Date 1972 | |
| Development Type: | | Occupancy Type: | | Structure Type: | |
| Rental | ◆ | Family | ◇ | Detached/ | ◇ |
| Turnkey III-Vacant | ◇ | Elderly | ◆ | Semi-Detached | ◇ |
| Turnkey III-Occupied | ◇ | Mixed | ◇ | Row | ◇ |
| Mutual Help | ◇ | Mental HC | ◆ | Walk Up | ◇ |
| Section 23, Bond Financed | ◇ | | | Elevator | ◆ |
| | | | | Number of Buildings: 1 | |
| | | | | Current Bedroom Distribution 0 ___ 1 <u>99</u> 2 <u>1</u> | |
| | | | | 3 ___ 4 ___ 5 ___ | |
| | | | | 5+ ___ | |
| | | | | Number of Vacant Units: 5 | |
| | | | | 5% Total Current Units: 100 | |
| General Description of Needed Physical Improvements | | | | | Urgency of Need (1-5) |
| Elevator Upgrades | | | | | 1 |
| Flush Water System & Install Softener | | | | | 1 |
| Hardwire Smoke Detectors | | | | | 1 |
| Improve Stair Railing | | | | | 1 |
| Replace Unit Entry Doors | | | | | 1 |
| Scan & Clean Sewer Lines | | | | | 1 |
| Add Range Hoods | | | | | 2 |
| Add Exterior Security Cameras | | | | | 2 |
| Handicapped Accessible Conversions | | | | | 2 |
| Improve Stair Threads | | | | | 2 |
| Replace Shower Valves | | | | | 2 |
| Replace Roof Exhaust Fans | | | | | 2 |
| Replace Exterior Doors | | | | | 2 |
| Replace Shower Drains | | | | | 2 |
| Replace Exterior Lighting | | | | | 2 |
| Upgrade Bath Exhausts | | | | | 2 |
| Add Battery Backup to Lighting | | | | | 3 |
| Add Call Button System | | | | | 3 |
| Replace Lavatories | | | | | 3 |
| Replace Canopy Lighting | | | | | 3 |
| Replace Portion of Ceiling Tiles | | | | | 3 |
| Add A/C Sleeve Grilles | | | | | 4 |
| Enlarge Kitchens | | | | | 4 |
| Total Preliminary Estimated Cost for Needed Physical Improvements | | | | | \$ See Sheet 2 |
| Per Unit Hard Cost | | | | | \$ See Sheet 2 |
| Physical Improvements will Result in Structural/System Soundness at a Reasonable Cost | | | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Development Has Long-Term Physical and Social Viability | | | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Date Assessment Prepared | | | | | |
| Sources of Information Site Surveys, Meeting Notes, Work Order, Master Plans, Previous Physical Needs Assessments, L.B.P Test Reports, KCHA Files and Correspondence. | | | | | |

Table Library

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

| | | | | | |
|--|-----------------|---|--|---------------------------------------|--|
| HA Name Kankakee County Housing Authority | | | | ◆ Original ◇ Revision Number _____ | |
| Development Number IL06-P039-004 | | Development Name Azzarelli High Rise | | DOFA Date 1972 | |
| Development Type: | Occupancy Type: | Structure Type: | Number of Buildings: | Number of Vacant Units: 5 | |
| Rental ◆ | Family ◇ | Detached/ ◇ Semi-Detached | 1 | 5% Total Current Units: 100 | |
| Turnkey III-Vacant ◇ | Elderly ◆ | Row ◇ | Current Bedroom Distribution 0 ___ 1 <u>99</u> 2 <u>1</u> | | |
| Turnkey III-Occupied ◇ | Mixed ◇ | Walk Up ◇ | 3___ 4___ 5___ | | |
| Mutual Help ◇ | Mental HC ◆ | Elevator ◆ | 5+___ | | |
| Section 23, Bond Financed ◇ | | | | | |
| General Description of Needed Physical Improvements | | | | Urgency of Need (1-5) | |
| Replace Range Guards | | | | 4 | |
| Replace Canopy Soffit | | | | 4 | |
| Replace Unit Bifold Doors | | | | 4 | |
| Replace Lighting in Common Areas | | | | 4 | |
| Replace Kitchen Faucets | | | | 4 | |
| Site Improvements (New Parking & Paved Areas) | | | | 4 | |
| Add Carpet | | | | 5 | |
| Landscaping | | | | 5 | |
| Replace Trash Compactor | | | | 5 | |
| Reroof | | | | 5 | |
| Site Seating | | | | 5 | |
| Total Preliminary Estimated Cost for Needed Physical Improvements | | | | \$ 2,650,818 | |
| Per Unit Hard Cost | | | | \$ 26,508 | |
| Physical Improvements will Result in Structural/System Soundness at a Reasonable Cost | | | | Yes X No <input type="checkbox"/> | |
| Development Has Long-Term Physical and Social Viability | | | | Yes X No <input type="checkbox"/> | |
| Date Assessment Prepared | | March 5 thru 8, 1998 | | | |
| Sources of Information Site Surveys, Meeting Notes, Work Order, Master Plans, Previous Physical Needs Assessments, L.B.P Test Reports, KCHA Files and Correspondence. | | | | | |

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

| | | | | | |
|--|----------------------|--|---------------------------|---|-----------------------------------|
| HA Name Kankakee County Housing Authority | | | | ◆ Original ◇ Revision Number _____ | |
| Development Number IL06-P039-005 | | Development Name Home Ownership Units | | DOFA Date 1972 | |
| Development Type: | | Occupancy Type: | | Structure Type: | |
| Rental ◇ | Turnkey III-Vacant ◇ | Family ◆ | Detached/ Semi-Detached ◆ | Number of Buildings: 25 | |
| Turnkey III-Occupied ◇ | Mutual Help ◇ | Elderly ◇ | Row ◇ | Current Bedroom Distribution 0 ___ 1 ___ 2 ___ | |
| Section 23, Bond Financed ◇ | For Sale ◆ | Mixed ◇ | Walk Up ◇ | 3 <u>13</u> | 4 <u>7</u> 5 <u>3</u> |
| | | | Elevator ◇ | 6 <u>2</u> | |
| Number of Vacant Units: 0 | | | | | 0% |
| Total Current Units: | | | | | 25 |
| General Description of Needed Physical Improvements | | | | | Urgency of Need (1-5) |
| Repair Basement Leaks | | | | | 1 |
| Replace Furnace Floors | | | | | 1 |
| Termite Control | | | | | 1 |
| Handicapped Accessibility Conversions | | | | | 2 |
| Repair Weep Holes | | | | | 2 |
| Replace Sub Flooring | | | | | 2 |
| Replace Toilet Flanges | | | | | 2 |
| Replace Exterior Doors, Frames & Storm/Screen Doors | | | | | 2 |
| Replace Kitchens | | | | | 3 |
| Replace Porch Lights | | | | | 3 |
| Replace Lavatories | | | | | 3 |
| Reroof | | | | | 3 |
| Add A/C Sleeves | | | | | 4 |
| Replace Bifold Doors | | | | | 4 |
| Replace Basement Services Sinks | | | | | 4 |
| Site Improvements | | | | | 5 |
| Total Preliminary Estimated Cost for Needed Physical Improvements | | | | | \$ 1,004,982 |
| Per Unit Hard Cost | | | | | \$ 40,199 |
| Physical Improvements will Result in Structural/System Soundness at a Reasonable Cost | | | | | Yes X No <input type="checkbox"/> |
| Development Has Long-Term Physical and Social Viability | | | | | Yes X No <input type="checkbox"/> |
| Date Assessment Prepared | | | | | March 5 thru 8, 1998 |
| Sources of Information: Site Surveys, Meeting Notes, Work Order, Master Plans, Previous Physical Needs Assessments, L.B.P Test Reports, KCHA Files and Correspondence. | | | | | |

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

| | | | | | |
|--|-----------------|---------------------------------------|------------------------------|---------------------------------------|--|
| HA Name Kankakee County Housing Authority | | | | ◆ Original ◇ Revision Number _____ | |
| Development Number IL06-P039-005 | | Development Name Multifamily Units | | DOFA Date 1973 | |
| Development Type: | Occupancy Type: | Structure Type: | Number of Buildings: | Number of Vacant Units: 1 | |
| Rental ◆ | Family ◆ | Detached/ ◆ Semi-Detached | 9 | 4% Total Current Units: 28 | |
| Turnkey III-Vacant ◇ | | Elderly ◇ | Current Bedroom Distribution | | |
| Turnkey III-Occupied ◇ | Mixed ◇ | | Row ◇ | | |
| Mutual Help ◇ Section 23, Bond Financed ◇ | | Elevator ◇ | 5+ ___ | | |
| General Description of Needed Physical Improvements | | | | Urgency of Need (1-5) | |
| Add A/C Sleeves | | | | 1 | |
| Kitchen GFI's | | | | 1 | |
| Replace Furnace Flues | | | | 1 | |
| Termite Control | | | | 1 | |
| Furnaces W/AO | | | | 2 | |
| Handicapped Accessibility Conversions | | | | 2 | |
| Hot Water Heaters | | | | 2 | |
| Repair Weep Holes | | | | 2 | |
| Replace Subflooring | | | | 2 | |
| Replace Exterior Doors and Frames | | | | 2 | |
| Reroof | | | | 2 | |
| Site Improvements (New Paving) | | | | 2 | |
| Concrete Stoops | | | | 3 | |
| Lavatory Replacements | | | | 3 | |
| Medicine Cabinets | | | | 3 | |
| Replace Entry Columns | | | | 3 | |
| Replace Porch Lights | | | | 3 | |
| Replace Tub/Shower Surrounds | | | | 3 | |
| Replace Kitchens | | | | 3 | |
| Replace Bifold Doors | | | | 4 | |
| Site Improvements (New Playgrounds, Paving, Paving Removal, New Fencing) | | | | 4 | |
| Landscaping | | | | 5 | |
| Site Seating | | | | 5 | |
| Total Preliminary Estimated Cost for Needed Physical Improvements | | | | \$ 1,291,964 | |
| Per Unit Hard Cost | | | | \$ 46,141 | |
| Physical Improvements will Result in Structural/System Soundness at a Reasonable Cost | | | | Yes X No <input type="checkbox"/> | |
| Development Has Long-Term Physical and Social Viability | | | | Yes X No <input type="checkbox"/> | |
| Date Assessment Prepared | | March 5 thru 8, 1998 | | | |
| Sources of Information: Site Surveys, Meeting Notes, Work Order, Master Plans, Previous Physical Needs Assessments, L.B.P Test Reports, KCHA Files and Correspondence. | | | | | |

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

| | | | | | |
|---|---|---|--|--|--|
| HA Name Kankakee County Housing Authority | | | | ◆ Original ◇ Revision Number _____ | |
| Development Number IL06-P039 | | Development Name Administration Building | | DOFA Date | |
| Development Type: N/A Rental ◇ Turnkey III-Vacant ◇ Turnkey III-Occupied ◇ Mutual Help ◇ Section 23, Bond Financed ◇ | Occupancy Type: Family ◇ Elderly ◇ Mixed ◇ Office ◆ | Structure Type: Detached/ ◇ Semi-Detached Row ◇ Walk Up ◇ Elevator ◆ | Number of Buildings: 1 Current Bedroom N/A Distribution 0 ___ 1 ___ 2 ___ 3 ___ 4 ___ 5 ___ | Number of Vacant Units: N/A Total Current Units: | |
| General Description of Needed Physical Improvements | | | | Urgency of Need (1-5) | |
| New Addition | | | | 3 | |
| Renovation | | | | 4 | |
| Total Preliminary Estimated Cost for Needed Physical Improvements | | | | \$ 1,100,000 | |
| Per Unit Hard Cost | | | | \$ | |
| Physical Improvements will Result in Structural/System Soundness at a Reasonable Cost | | | | Yes X No <input type="checkbox"/> | |
| Development Has Long-Term Physical and Social Viability | | | | Yes X No <input type="checkbox"/> | |
| Date Assessment Prepared | | March 5 thru 8, 1998 | | | |
| Sources of Information Site Surveys, Meeting Notes, Work Order, Master Plans, Previous Physical Needs Assessments, L.B.P Test Reports, KCHA Files and Correspondence. | | | | | |

Management Needs Assessment

U.S. Department of Housing

Table Library

| HA Name Kankakee County Housing Authority | X Original <input type="checkbox"/> Revision Number _____ | |
|---|--|--|
| General Description of Management Operations Needs | Urgency of Need (1-5) | Preliminary Estimated HA-Wide Cost |
| 1406 Operations | | |
| Replacement Vehicles | 5 | 50,000.00 |
| Computer Hardware Upgrade | 3 | 10,000.00 |
| 1408 Management Improvements | | |
| Security Guards 39-4 & 39-6 | 1 | 191,980.00 |
| Staff Training | 2 | 25,000.00 |
| Upgrade Computer Software | 3 | 2,500.00 |
| 1410 Administration | | |
| Comp Grant Coordinator | 1 | 156,000.00 |
| Comp Grant Assistant | 1 | 96,000.00 |
| 1411 Audit | | |
| Close-Out Audits | 3 | 25,000.00 |
| 1430 Fees and Costs | | |
| Fees and Costs | 2 | 25,000.00 |
| Total Preliminary Estimated HA-Wide Cost | | \$581,480.00 |
| Date Assessment Prepared: April 7, 1998 | | |
| Sources of Information: KCHA Personnel & Administration | | |

Table Library

Table Library

Part I: Summary (Continuation)
 Comprehensive Grant Program

and Urban Development
Office of Public and Indian Housing

Five-Year Action Plan

U.S. Department of Housing

Physical Needs Work Statement(s)

Office of Public and Indian Housing

Comprehensive Grant Program (CGP)

| A: Development Number/Name | Work Statement <i>For Year 1</i> FFY: <u>2000</u> | Work Statement for Year 2 FFY: <u>2001</u> | Work Statement for Year 3 FFY: <u>2002</u> | Work Statement for Year 4 FFY: <u>2003</u> | Work Statement for Year 5 FFY: <u>2004</u> |
|------------------------------|---|--|--|--|--|
| 39-3 Scattered Sites | SEE ANNUAL STATEMENT | \$251,944.00 | \$126,986.00 | \$284,724.00 | \$275,618.00 |
| 39-4 Azzarelli High-rise | | \$111,234.00 | \$138,112.00 | \$60,299.00 | \$25,716.00 |
| 39-6 Midtown Towers | | \$80,324.00 | \$53,625.00 | \$47,125.00 | |
| 39-7 Multifamily Units | | \$69,978.00 | \$69,978.00 | \$45,784.00 | \$136,598.00 |
| IL39 Administration Building | | \$49,231.00 | \$49,231.00 | | |
| TOTALS | | \$443,412.00 | \$437,932.00 | \$437,932.00 | \$437,932.00 |

Table Library

| Work Statement for Year 1 FFY: <u>2000</u> | Work Statement for Year <u>2</u> FFY: <u>2001</u> | | | Work Statement for Year <u>3</u> FFY: <u>2002</u> | | |
|---|--|----------|----------------|--|----------|----------------|
| | Development Number/Name/General Description of Major Work Categories | Quantity | Estimated Cost | Development Number/Name/General Description of Major Work Categories | Quantity | Estimated Cost |
| See Annual Statement | IL39-3 Re-roof & Replace Soffits, Gutters & Downspouts | 100% | 251,944.00 | IL39-3 Replace Flooring | 100% | 126,986.00 |
| | IL 39-6 Re-roof | 100% | 111,234.00 | IL39-4 Re-roof | 100% | 77,963.00 |
| | IL39-7 Termite Control | 100% | 32,013.00 | Replace Roof Exhaust Fans | 100% | 17,000.00 |
| | Re-roof & Replace soffits, Gutters & Downspouts | 50% | 48,311.00 | Replace Ceiling Tiles | 100% | 18,149.00 |
| | | | | Hardwire Smoke Detectors | 100% | 25,000.00 |
| | | | | IL39-6 Hardwire Smoke Detectors | 100% | 8,125.00 |
| | | | | Add Range Hoods | 100% | 45,500.00 |
| | | | | IL39-7 Re-roof & Replace Soffits, gutters & Downspouts | 50% | 49,978.00 |
| | | | | Replace Stoves & Refrigerators | 100% | 20,000.00 |
| | | | | IL39 Administration Building | 25% | 49,231.00 |
| | Subtotal of Estimated Cost | | 443,502.00 | Subtotal of Estimated Cost | | 437,932.00 |

Table Library

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

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

| Work Statement for Year 1 FFY: <u>2000</u> | Work Statement for Year <u>4</u> FFY: <u>2003</u> | Work Statement for Year <u>5</u> FFY: <u>2004</u> | Estimated Cost | Development Number/Name/General Description of Major Work Categories | Quantity | Estimated Cost |
|---|--|--|----------------|--|----------|----------------|
|---|--|--|----------------|--|----------|----------------|

Attachment D

Public Housing Drug Elimination Program (PHDEP) Plan

Drug Elimination Program Overview

I. Prevention

A. **Prevention-Family Population**

1. **Tutoring-** Monday, Tuesday, and Wednesdays at the Wildwood Center from 3:45-5:45 p.m.
 - a. All resident children may be involved ages 5-14 years old.
 - b. A snack is served per the monthly menu.
 - c. The children will participate in a monthly field trip.
 - d. Tutoring and field trips are scheduled on the monthly calendar.
 - e. KCHA will coordinate with the school districts to track the grades of the tutorial participants.
 - f. KCHA will provide a reward system for exceptional grades. The children qualifying for the reward will have to have A's and B's or show above average progress on non-graded reports that serve as report cards from the school (Aroma Park School District).
 - g. KCHA will pay for all events and supplies for the tutorial program.
2. **Tenant Night** is held on Thursday nights at the Wildwood Center.
 - a. Area agencies will come to the Center to present seminars about the resources they offer to clients.
 - b. A snack will be provided for the tenants. The children are welcome to attend the seminars.
 - c. The seminars are scheduled on the monthly calendar for 5:00-6:00 p.m. but are subject to change based on availability.
 - d. Most services are provided for no charge to KCHA.
 - e. KCHA will provide a case management approach to track involvement.
3. **Health Component**
 - a. The health component is designed to provide healthy options for the tenants.
 - b. Area physicians and healthcare providers will be coming to the center to provide immunizations and dental care to the families for a minimal fee to be paid for by the tenants unless otherwise specified.
 - c. The YMCA and other services will be contracted by KCHA to provide fitness awareness services and exercise classes on a weekly basis.
 - d. Each event will be scheduled on the monthly calendar.
 - e. KCHA will pay for all necessary items for these services.
4. **Awareness Component**
 - a. Twice a year, KCHA will provide Drug Awareness and Crime

Prevention month. The month will consist of a variety of events that involves the tenants participating in walkathons and other specified events.

- b. KCHA will pay for all items necessary for the production of the events.
- c. KCHA will contract with Family Health Education Service to provide preventative education to the tenants. This program consists for monthly awareness magazines and seminars that discuss each magazine.
- d. Each event will be scheduled on the monthly calendar.

B. Prevention-High-rise Population

1. Tenant Involvement

- a. Tenant involvement is designed to get the tenants active and aware of the local resources available in the area.
- b. Area agencies will come to the high-rises to present seminars about the resources they offer to clients.
- c. A snack will be provided for the tenants.
- d. The seminars are scheduled on the monthly calendar for various days and times.
- e. Most of the seminars are free of charge for the services provided.
- f. Each event will be scheduled on the monthly calendar.
- g. KCHA will provide a case management approach to track involvement.

2. Tenant Potlucks and Birthday Bashes

- a. Tenant potlucks and birthday bashes are designed to create a community atmosphere and hospitality to new tenants.
- b. KCHA will pay for some aspects of these services and the tenants will be responsible for some items.
- c. Each event will be scheduled on the monthly calendar.

3. Health Component

- a. The health component is designed to provided healthy options for the tenants.
- b. Area physicians and healthcare providers will be coming to the center to provide immunizations and dental care to the tenants for a minimal fee to be paid for by the tenants unless otherwise specified.
- c. The YMCA and other services will be contracted by KCHA to provide fitness awareness services and exercise classes on a weekly basis.
- d. Each event will be scheduled on the monthly calendar.

5. Awareness Component

- a. Twice a year, KCHA will provide Drug Awareness and Crime Prevention month. The month will consist of a variety of events that involves the tenants participating in walkathons and other specified events.
- b. KCHA will pay for all items necessary for the production of the events.
- c. KCHA will contract with Family Health Education Service to provide preventative education to the tenants. This program consists for monthly awareness magazines and seminars that discuss each magazine.
- d. Each event will be scheduled on the monthly calendar.

II. Intervention-Families and High-rise Tenants.

- 1. KCHA will contract with a local treatment center.

- a. The treatment center will provide outreach workers to all of our sites at least once a week and on an as needed basis.
 - b. The treatment center will provide treatment options to tenants that have been referred to the center.
 - c. The treatment center will provide screening materials for perspective tenants.
 - d. The treatment center and KCHA will develop a referral system for perspective treatment clients.
 - e. The treatment center will provide drug education seminars to all tenants.
 - f. The treatment center will provide follow-up services for the tenants and their families.
2. KCHA will provide the tenants with a drug compliance contract.
- a. The tenants will be aware that they may be referred to the treatment center for a drug and alcohol assessment if KCHA has reason to believe they are battling an addiction.
 - b. KCHA will develop and implement a referral system and guidelines for misconduct on KCHA property as related to drugs or alcohol or suspicion of drug or alcohol abuse.
 - c. KCHA will pay for interventions that relate to illicit drug abuse or usage however, alcohol specific interventions will not be paid for by KCHA. KCHA will refer clients with alcohol abuse to the treatment center but a third party billing process will need to be in order.
 - d. KCHA will provide a case management system in order to track involvement.

III. Physical Enhancements and Educational Enhancements-Both Populations

1. Physical Enhancements for the Wildwood Center.
- a. The Wildwood Center will undergo an addition to the East side. This will be an increase in restroom facilities and conference space.
2. Educational Enhancements for the Wildwood Center, Midtown Towers, and Azzarelli Apartments.
- a. Many educational enhancements will need to be provided for the upkeep of the Wildwood Center.
 - 1a. Educational enhancements include, but are not limited to: pencils, pens, paper, crayons, etc.
 - b. Educational enhancements that pertain to drug awareness will be placed at the Wildwood Center, Midtown Towers, and Azzarelli Apartments.
 - 1a. The information racks will consist of pamphlets that provide information about most drugs.
 - c. Resource centers will be developed at the Wildwood Center, Midtown Towers, and Azzarelli Apartments.
 - 1a. The resource centers will contain pamphlets from most area resources.
 - d. KCHA will organize tenant teams that will provide cleaning services for the grounds of the scattered sites. This will include disposing of litter and providing receptacle for litter. In addition, the tenant teams will plant flowers and other plant life to better enhance the appearance

of our housing units.

- e. KCHA will provide all necessary items to enable the completion of these projects.

IV. Referrals

1. Substance and Alcohol Related Referrals:

- a. A tenant will be referred for a substance abuse assessment if they are unable to maintain their daily responsibilities and consequences are received due to their addiction.
- b. If a tenant contacts the office requesting assistance in treatment for a substance abuse issue, KCHA will make a referral to the appropriate agency.
- c. If a tenant enters into treatment based on the negative consequences of the addiction, KCHA will work closely with the treatment agency to ensure the treatment plan is being followed by the tenant.
- d. If a tenant refuses to comply with their treatment plan, KCHA will give them three opportunities to meet the requirements of the treatment plan. Letters will be sent out to address the missed appointments and outreach will be done to confront the absentee problem.
- e. If a tenant has refused to comply with the treatment plan after the three incidents, KCHA will begin eviction proceedings.
- f. The tenant in treatment must make arrangements prior to their scheduled appointment if they are going to be absent. They must make verbal contact with their counselor.
- g. A tenant may miss appointments because of doctor's appointments, death in the family, or a major illness. This information must be appropriately documented.
- h. During the application and leasing process, Occupancy staff will be administering a battery of questions regarding substance and alcohol usage. If it is determined that substance and/or alcohol abuse is present, the tenant will be referred for an assessment.

Attachment E

Family Self-Sufficiency Action Plan

Attachment

Cooperative Agreement with the Department of Human Services.

Program Coordinating Committee listing for the FSS Program.

Case Manager listing for the FSS Program.

Five-Year Action Plan Summary.

One-Year Action Plan Summary.

Attachment

Cooperative Agreement with the Department of Human Services.

Program Coordinating Committee listing for the FSS Program.

Case Manager listing for the FSS Program.

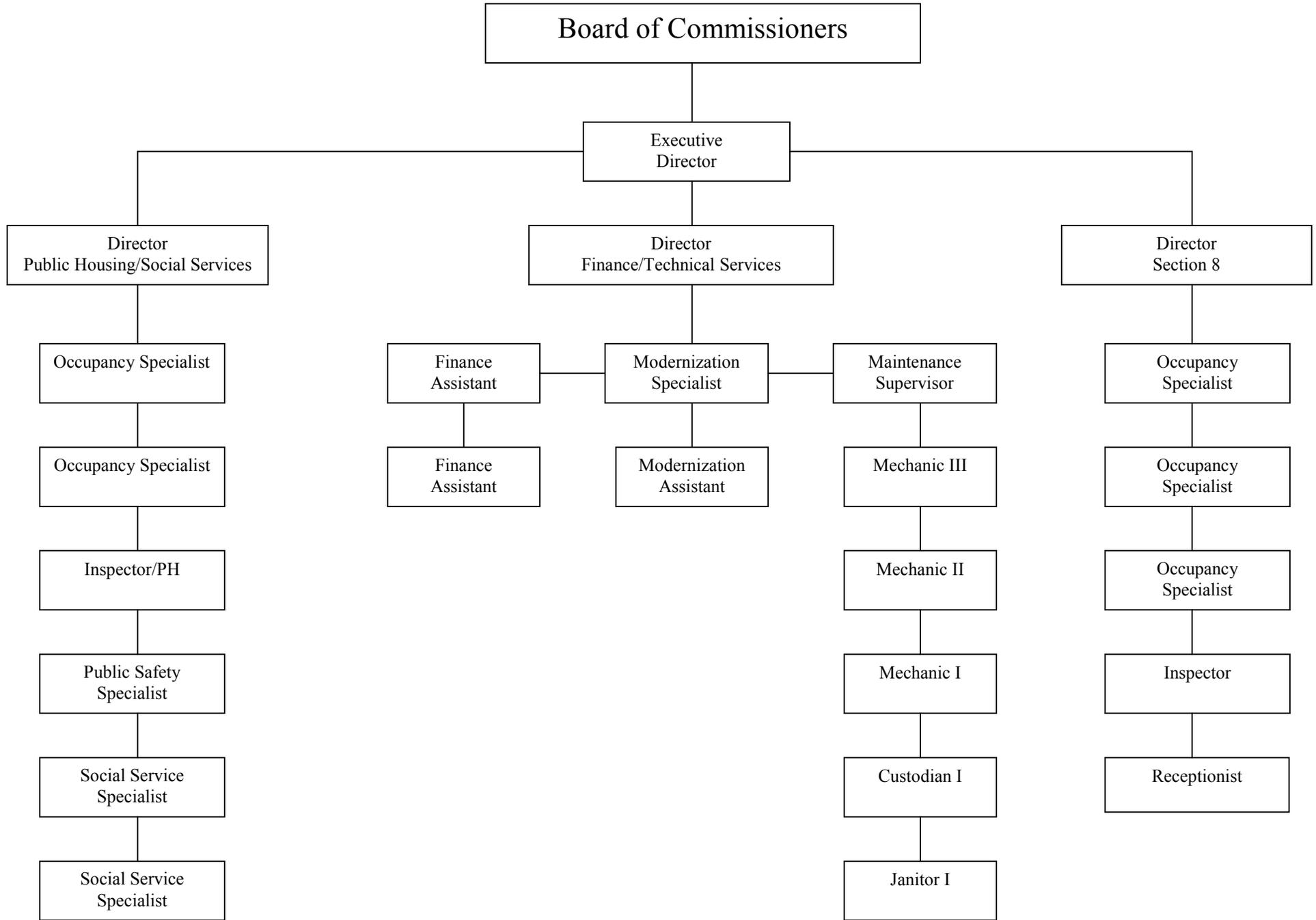
Five-Year Action Plan Summary.

One-Year Action Plan Summary.

AUTHORITY
FIVE-YEAR ACTION PLAN
FAMILY SELF-SUFFICIENCY PROGRAM

Attachment F

Resident Advisory Board Recommendations



KCHA Board of Commissioners

Mr. Louis Orta is a tenant at 145 W. Broadview #511, which is a KCHA high-rise building. He has been a member on the board since the spring of 2000.

From: A. Moran
Sent: Monday, November 05, 2001 4:42 PM
To: dee coughlan
Subject: Azzarelli comments for Annual Submission

8/20/01

1:30 p.m.

Azzarelli Senior Highrise

Meeting with Resident Board

In Attendance:

Residents Board Members

KCHA Staff

Kathy Blanchette

Dee A. Coughlan-Drug Elimination Coordinator

Evelyn Sass

Amanda E. Moran, Modernization Assistant

Louis Orta

Trevor McKissack

Kay Morrow

Kathy Roreen

This meeting with the resident board was conducted to inform the boards of the intentions of the Kankakee County Housing Authority for the next year.

The Annual Submission has been approved for a forty-five day review period and was presented to this board.

The recommendations and comments of the resident board are as follows:

1. This board has agreed with designating the Azzarelli Senior Highrise as being elderly.
2. Agreed with the staff of the KCHA to contract the empty units to be turned around by professional contractors, so that these units may be turned around more quickly and efficiently.
3. For security purposes, the residents were also pleased to be informed that a Police Contract was being processed in order to have Police protection seven days a week and the canopies of the trees to be elevated
4. The KCHA informed this board that it is currently working on a "Preference List" in the

- placement of applicants on the tenant waiting list.
5. The tenants were also pleased that the KCHA is currently working on revising the tenant screening process to incorporate FBI checks, Rental Reports, DCFS contacts, etc.
 6. The tenants have requested that bath exhausts be replaced.
 7. The board would also like to have the intercom replaced.
 8. These tenants would also like for the hallways be painted.
 9. The tenants would like for Background checks to be performed on any guests staying for any length of time beyond the established 14-day period.
 10. The tenants would like to have ceiling fans installed at each end of the hallways for every floor.
 11. The curbs and parking spaces need to be re-stripped and painted and the staff would look into this shortly.
 12. The tenants would also like for the carpeting on every floor and the tile near the laundry room be replaced.

8/20/01

10:00 a.m.

Midtown Towers Senior Highrise

Meeting with Resident Board

In Attendance:

Residents Board Members

KCHA Staff

Kathryn Marceau

Dee A. Coughlan-Drug EliminationCoordinator

Louise McCullum

Amanda E. Moran, Modernization Assistant

Tony Nodus

Mona Ray

Chester Nailing

Sam Dickson

Josie Raymond

Hertha Hodges

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4. The KCHA informed this board that it is currently working on a "Preference List" in the placement of applicants on the tenant waiting list.
5. The tenants were also pleased that the KCHA is currently working on revising the tenant screening process to incorporate FBI checks, Rental Reports, DCFS contacts, etc.
6. The tenants have requested that handrails be installed in the bathrooms of each unit.
7. A request to have the lobby and all hallways of all floors be painted was voiced.
8. These tenants would also like for the floors of the hallways be re-carpeted and new tile installed in the appropriate areas.
9. The tenants would like for Background checks to be performed on any guests staying for any length of time beyond the established 14-day period.
10. The tenants were informed that staff is currently looking into having the range hoods added to the units in the upcoming year.
11. The smoke detectors would be hardwired in each unit and in the hallways.
12. The tenants of this building would also like to have the store returned to an operating status. The Staff informed the residents that the KCHA would be able to assist with the re-opening of the store, however, the KCHA would not be able to give any money for this store, it would need to be owned and operated independently by a tenant.
13. The curbs and parking spaces need to be re-stripped and painted and the staff would look into this shortly.

Implementation of Community Service Requirement

1. The Kankakee County Housing Authority has set policy to mandate our tenants, who do not work, to be involved in 8 hours of work-related service per month. The Policy clearly outlines the consequences for not participating in the program.
2. The KCHA works closely with the Department of Human Services to identify tenants receiving TANF and ensures the tenants are working closely with DHS to follow DHS guidelines. If they are DHS clients, then the KCHA uses DHS requirements as monthly service.
3. The Housing Authority has signed a Memorandum of Understanding with the Workforce Investment Act. This MOU allows the Housing Authority to refer tenants to WIA for assessments, job search, short-term training, job skills, daycare needs, and transportation.
4. The Housing Authority identifies each tenant who needs to become employed. We call them in the office for a mandatory meeting to outline their responsibilities with regard to QHWRA. We then refer them to WIA and ask for an assessment. WIA provides an assessment and works with the tenants to set goals and to address barriers to employment. The KCHA meets monthly with WIA employees for a staffing on each tenant to evaluate their progress.
5. If the mandatory meetings are not attended by a tenant then:
 - a. 1st NO SHOW-Citation
 - b. 2nd NO SHOW-Citation
 - c. 3rd NO SHOW-Eviction based on lack of participation

Statement of Meeting 5-year Mission and Goals

The mission of the Kankakee County Housing Authority is to provide public and assisted housing that is decent, safe, and sanitary. To create a climate conducive for human growth and dignity through the effective use of available resources, by providing a qualitative living environment to eligible people within the County of Kankakee, while creating opportunities for an improved quality of life.

In order to achieve our mission, the Housing Authority has set forth goals and objectives to increase the availability of decent, safe and affordable housing and steadily we are approaching the satisfaction of the goals. The KCHA has planned to apply for additional Section 8 vouchers. Through the accepting of the Crestview Apartments, we have on-taken 135 additional vouchers. As well, we hope to apply for additional elderly and disabled vouchers this fiscal year.

In addition, we have been working diligently on reducing our vacancies and our turn-around time of vacant units in Public Housing. Over the course of the last year, we have had an abundance of tenants that refused to pay their rent. Through the eviction process, we have encountered several vacant units but we responded by opening up the waiting list. We have now screened and orientated new tenants to fill the vacancies. As well, we have been working on implementing a Vacancy-Turn Program that includes using outside contractors to turn the units around within 14 days of the vacancy.

The KCHA is dedicated to improving the quality of assisted housing through several objectives. By improving our unit turn-around time and by inspecting our Public Housing units more frequently, we hope to improve our PHAS scores. In addition, we hope to increase our SEMAP scores with the hiring of additional staff and with improving our inspection process. As well, we are working diligently to improve our Family Self-Sufficiency Program.

This fiscal year will be implementing several security measures to ensure our tenants and our properties are safe for the community. We have signed a contract with the Kankakee City Police Department that will enable the Housing Authority to have seven day a week police security at all its properties. In addition, the police department will work closely with the Housing Authority on evicting tenants for drugs and other criminal activity.

We have installed new intercom systems at each high-rise unit and we will be executing the establishment of a key-card access system at each high-rise. As well, we plan on installing security cameras on each floor of the high-rises and the cameras will be accessible from the Administrative offices through a computer network system. As well, we hope to use CAP fund money to implement CPTED designs for lighting and fencing at our scattered family units.

Throughout this fiscal year, the Housing Authority will be trying to re-establish the structure within the agency and ensure the HUD rules and guidelines are followed by employees as well as our tenants. Many of the KCHA staff members will be attending various trainings to expand their knowledge and to improve the functioning of the agency.