

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: Macoupin County Housing Authority

PHA Number: IL047

PHA Fiscal Year Beginning: (mm/yyyy)10/01/2001

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)

Our goal is to provide drug free, safe and sanitary housing for eligible families and to provide opportunities and promote self-sufficiency and economic independence for residents.

B. Goals

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

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

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

Pursue funding to develop assisted living units for the elderly or build single family units for homeownership opportunities.

- PHA Goal: Improve the quality of assisted housing
 Objectives:
- Improve public housing management: (PHAS score)

- Improve voucher management: (SEMAP score)
- 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)

Add amenities and improve curb appeal for improved quality of life and marketability of units

- 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)

Pursue funding for assisted living and homeownership units.

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)

Pursue funding for assisted living for the elderly

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)

Provide training for current residents and applicants.

Other PHA Goals and Objectives: (list below)

Pursue alternate funding sources.

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.

The Authority is on schedule with its five-year plan. We exceeded our first year's (FY 2000) goals which included updating all our policies and procedures to fully comply with the Quality Housing and Work Responsibility Act of 1998, developing new policies required by the act (family pet policy, eight hour per month community service requirement, deconcentration policy, safety policy), implementing flat rents, selecting the site and developer for an assisted living facility, and developing additional funding sources (managing Montgomery County Housing Authority).

For FY 2001 the Authority plans to continue operating as a high PHAS performer, pursue funding for development of our assisted living facility and once funding is obtained, begin construction of the 52 unit assisted living facility in late FY 2001.

The Authority is moving ahead in (FY 2001) with developing alternative funding sources. Included in this is Macoupin County Housing Authority managing the neighboring Montgomery County Housing Authority. Macoupin County Housing Authority will continue to implement strategies to raise the Montgomery Housing Authority's PHAS score to a high performer.

The Authority is on schedule with all open CFP/CGP programs (FY98, 99,00) and our five-year CFP program. Following are the changes made in the initial five year CFP plan:

- o Sidewalk, drives, and parking repairs and replacement have been added in response to PHAS Physical Inspections.

- o Additional security lighting has been added in response to resident surveys.
- o Major sewer line repairs or replacements have been added in response to maintenance problems.
- o The Authority has also added the acquisition of properties for affordable rental and homeownership housing for low-income families. With the new programs additional staff and office space will be required; therefore renovations and expansions of the central office facilities have been included in the Plan.
- o Lead base paint testing and training has been added to the Plan in response to final lead base paint regulations.
- o An HVAC Mechanic has been added to operations to handle the new heating and air conditioning systems installed in all dwelling units.
- o A combination of CFP and operating funds have been allocated to help fund the Authority's affordable independent living with services development pending HUD approval.

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 il47a01
- FY 2001 Capital Fund Program Annual Statement il047b01
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2001 Capital Fund Program 5 Year Action Plan il047c01
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
 - Definition of substantial deviation il47d01
 - Pet Policy il47e01
 - Community Service Requirement il47f01
 - Resident Advisory Board Members il47g01
 - Cover Letter CGP 98 P & E Report il47H01.doc
 - CGP 98 P & E Report il47i01.xls
 - Section 3 Report CGP 98 il47j01.pdf
 - Cover Letter CGP 99 P & E Report il47k01.doc
 - CGP 99 P & E Report il47L01.xls
 - Section 3 Report CGP Report 99 il47m01.pdf
 - Cover Letter Capital Fund 00 P & E Report il47n01.doc
 - Capital Fund 00 P & E Report il47o01.xls
 - Section 3 Report Capital Fund 00 il47p01.pdf

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
	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
	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
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
	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy	Annual Plan: Operations

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	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
	Section 8 informal review and hearing procedures <input 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
	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
	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
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	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
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) 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
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Over all	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	759	4	3	4	3	3	2
Income >30% but <=50% of AMI	501	3	3	3	3	3	2
Income >50% but <80% of AMI	249	2	2	3	3	3	2
Elderly	60	3	2	2	2	2	2
Families with Disabilities	20	3	4	4	3	4	2
Race/Ethnicity W	1485	3	3	4	3	3	2
Race/Ethnicity B	18	3	3	4	3	3	2
Race/Ethnicity							
Race/Ethnicity							

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: 2000-2004
- 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.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input 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	91		143
Extremely low income <=30% AMI	63	69.2	
Very low income (>30% but <=50% AMI)	24	26.4	
Low income (>50% but <80% AMI)	4	4.4	
Families with children	51		
Elderly families	40		
Families with Disabilities	13		

Housing Needs of Families on the Waiting List			
Race/ethnicity W	90		
Race/ethnicity B	1		
Race/ethnicity NH	91		
Race/ethnicity H	0		
NH = Non Hispanic H = Hispanic			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	49		22
2 BR	28		66
3 BR	12		42
4 BR	2		13
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input 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)

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)
 Pursue funding for affordable assisted living units for the elderly.

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 2000 grants)		
a) Public Housing Operating Fund	\$679,887	
b) Public Housing Capital Fund	\$791,645	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
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)		
CFP FY 1999	\$481,896	
CFP FY 2000	\$730,741	
3. Public Housing Dwelling Rental Income	\$438,740	
Nondwelling rental	\$900	
4. Other income (list below)		
Interest on investment	\$31,670	
Maintenance charges	\$8,250	
4. Non-federal sources (list below)		
Total resources	\$3,146,274	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)
At time of application, because of our short waiting list.

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

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

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

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

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

(2)Waiting List Organization

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

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

By the nine towns served by the Authority as previously approved by HUD

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? All nine towns
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.

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

- a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
IL047-01	12	No waiting list	Incentives/skipping
IL047-03	12	No waiting list	Incentives/skipping
IL047-04	40	No waiting list	Incentives/skipping
IL047-05	20	No waiting list	Incentives/skipping
IL047-08	20	No waiting list	Incentives/skipping
IL047-13	12	No waiting list	Incentives/skipping
IL047-14	20	No waiting list	Incentives/skipping
IL047-16	20	No waiting list	Incentives/skipping
IL047-18	14	No waiting list	Incentives/skipping
IL047-19	10	No waiting list	Incentives/skipping

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)
- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
- Other (describe below)

(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:

(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

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare

rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

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

b. Minimum Rent

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

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

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

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) When family composition changes.

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

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
- The section 8 rent reasonableness study of comparable housing
 - Survey of rents listed in local newspaper
 - Survey of similar unassisted units in the neighborhood
 - Other (list/describe below)

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

- a. What is the PHA's payment standard? (select the category that best describes your standard)
- At or above 90% but below 100% of FMR
 - 100% of FMR
 - Above 100% but at or below 110% of FMR
 - Above 110% of FMR (if HUD approved; describe circumstances below)
- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA’s management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

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

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

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) **il047b01**

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

- The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) **il047c01**

-or-

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

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
 - Revitalization Plan under development
 - Revitalization Plan submitted, pending approval
 - Revitalization Plan approved
 - Activities pursuant to an approved Revitalization Plan underway

- Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

- Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
If yes, list developments or activities below:

- Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly <input type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one)	
Approved; included in the PHA's Designation Plan <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	
6. Number of units affected:	
7. Coverage of action (select one)	

<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
--

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 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. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

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

Conversion of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY)

Activities pursuant to HUD-approved Conversion Plan underway

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

PHA status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the

PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

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

- Client referrals
 Information sharing regarding mutual clients (for rent determinations and otherwise)

- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

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	Access (development office / PHA main office /	Eligibility (public housing or section 8

- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- 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)

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

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

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

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

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)

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

D. Additional information as required by PHDEP/PHDEP Plan

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

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

- Yes No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name)
 - Provided below: Resident Advisory Board members assisted with updating the annual plan therefore their comments were incorporated as the document was generated.
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: Their comments were made part of the initial draft plan.
 - Other: (list below)

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

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

Note: Our resident commissioner , Ms. Ilene Winters, was appointed August 10, 1999 for a four year term by Mr. Don B. Denby, Jr., County Board Chair, as all other commissioners.

Normally appointments are made during August of each year for five year terms.

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here) 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)

Provide more affordable housing for low- income families and assisted living facilities for the elderly.

- Other: (list below)

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

The state provides loans, grants and technical assistance with developing affordable housing for low-income families. The Authority will apply for tax-credits and bond funding in this FY.

D. Other Information Required by HUD

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

Attachments

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



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Executive Director

W. W. Denby
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2001 Agency Plan

List of Documents for submission

- II047A01.doc Deconcentration
- II047B01.doc Capital Fund Summary
- II047C01.doc 5 year plan
- II047D01.doc Substantial Deviation
- II047E01.doc Pet Policy
- II047F01.doc Community Service
- II047G01.doc RAB Members
- II047H01.doc Cover Letter for 1998 Comprehensive Grant Program Performance & Evaluation Report
- II047I01.xls 1998 CGP Performance & Evaluation Report as of 3/31/2001
- II047J01.pdf Section 3 Report for 1998 CGP Performance & Evaluation Report
- II047K01.doc Cover Letter for 1999 Comprehensive Grant Program Performance & Evaluation Report
- II047L01.xls 1999 CGP Performance & Evaluation Report as of 3/31/2001
- II047M01.pdf Section 3 Report for 1999 CGP Performance & Evaluation Report
- II047N01.doc Cover Letter for the 2000 Capital Fund Performance & Evaluation Report
- II047O01.xls 2000 Capital Fund Performance & Evaluation Report as of 3/31/2001
- II047P01.pdf Section 3 Report for 2000 Capital Fund Performance & Evaluation Report
- II047V01.doc PHA Agency Plan

Attachment A**MACOUPIN COUNTY HOUSING AUTHORITY
DECONCENTRATION POLICY****PUBLIC HOUSING:**

In an ongoing effort for the Housing Authority to meet or exceed the laws and regulations regarding its public housing programs, the following Deconcentration Policy has been developed in order to comply with the Quality Housing and Work Responsibility Act of 1998, Section 513.

INCOME MIX TARGETING: To meet the requirements of the Act and subsequent HUD regulations, at least 40 percent of families admitted to public housing by the Housing Authority must have incomes that do not exceed 30% of the area median. If 40% or more of the Housing Authority units are occupied by families whose incomes do not exceed 30% of the area median income, this requirement shall be considered as being met.

PROHIBITION OF CONCENTRATION OF LOW-INCOME FAMILIES: The Housing Authority will not, in meeting this income mix targeting, concentrate very low-income families, or other families with relatively low incomes, in public housing units in certain projects or certain buildings. The Housing Authority will review the income and occupancy characteristics of the housing projects and the buildings of each project to ensure that a low-income concentration does not occur.

DECONCENTRATION: The Housing Authority will make every effort to deconcentrate families of certain income characteristics within the Authority development. To achieve this, the Housing Authority will offer incentives for eligible families having higher incomes to occupy dwelling units in projects predominantly occupied by eligible families having lower incomes, and provide for occupancy of eligible families having lower incomes in project predominantly occupied by eligible families having higher incomes. Incentives by the Housing Authority allow for the eligible family to have the sole discretion in determining whether to accept the incentive and the Housing Authority will not take any adverse action toward any eligible family for choosing not to accept these incentives. The skipping of a family on the waiting list to reach another family to implement this Deconcentration Policy shall not be considered an

Attachment A

adverse action. As such, the Housing Authority will continue to accept application and place the individuals on a waiting list. Selection will be made based on a combination of the local preferences and an income target mix.

The Housing Authority will track the income mix within each project as an effort to avoid a concentration of higher or lower income families in any one building or development.

Monitoring will be conducted to confirm that at least forty (40) percent of all leased units will be within thirty (30) percent of median income.

Efforts through marketing and outreach shall be made to increase the number of families with incomes greater than thirty (30) percent of median income in the projects noted above in order to avoid concentrations of very low-income families in the projects as per the requirements of the QHWRA of 1998.

Attachment B

CAPITAL FUND PROGRAM ANNUAL PLAN

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name: Macoupin County Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: FY2001
---	---	--------------------------------

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	40,000			
3	1408 Management Improvements Soft Costs	81,840			
4	Management Improvements Hard Costs				
5	1410 Administration	76,651			
6	1411 Audit				
7	1415 Liquidated Damages				
8	1430 Fees and Costs	60,000			
9	1440 Site Acquisition	250,000			
10	1450 Site Improvement	50,000			
11	1460 Dwelling Structures	12,600			
12	1465.1 Dwelling Equipment—Nonexpendable				
13	1470 Nondwelling Structures				
14	1475 Nondwelling Equipment	219,400			
15	1485 Demolition				
16	1490 Replacement Reserve				
17	1492 Moving to Work Demonstration				
18	1495.1 Relocation Costs				
19	1499 Development Activities				
20	1502 Contingency	1,154			

Attachment B

Annual Statement/Performance and Evaluation Report				
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary				
PHA Name: Macoupin County Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:		Federal FY of Grant: FY2001
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)				
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report				
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost
21	Amount of Annual Grant (Sum of lines 1-20)	791,645		
	Amount of line 21 Related to LBP Activities	45,000		
	Amount of line 21 Related to Section 504 compliance			
	Amount of line 21 Related to Security –Soft Costs			
	Amount of Line 21 related to Security-- Hard Costs			
	Amount of line 21 Related to Energy Conservation Measures			
	Collateralization Expenses or Debt Service			

Attachment B

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages**

PHA Name: Macoupin County Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: FY2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Units	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	HVAC Mechanic -Salary -Fringes	LS	1406		30,000 10,000				
HA Wide	Resident Services Coordinator - Salary - Fringes	LS	1408		32,000 9,840				
	Commissioner Training	LS	1408		10,000				
	Staff training	LS	1408		10,000				
	Technical Assistance with operations and affordable housing	LS	1408		20,000				
HA Wide	Director of Technical Services	LS	1410		36,466				
	Clerical Support	LS	1410		22,496				
	Fringes	LS	1410		17,689				
HA Wide	A/E Fees	LS	1430		9,000				
	Agency plan technical assistance	LS	1430		6,000				
	Lead base paint testing and training	LS	1430		45,000				

Attachment B

**Annual Statement/Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
 Part II: Supporting Pages**

PHA Name: Macoupin County Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: FY2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Units	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
HA Wide	Purchase land for affordable housing	LS	1440		250,000				
IL 47-4 Virden	Replace sewer lines		1450	40	50,000				
IL 47-1 Benld	Install porch rails	DU	1460	4	1,260				
IL 47-2 Carlinville	Install porch rails	DU	1460	24	7,560				
IL 47-4 Virden	Install porch rails	DU	1460	12	3,780				
HA Wide	Communication/computer system	LS	1475		179,400				
HA Wide	Maintenance vehicles and tools	LS	1475		40,000				
HA Wide	Contingency	LS	1502		1,154				

Attachment C

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name Macoupin County Housing Authority		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:				
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: 2002 PHA FY: 2002	Work Statement for Year 3 FFY Grant:2003 PHA FY:2003	Work Statement for Year 4 FFY Grant:2004 PHA FY:2004	Work Statement for Year 5 FFY Grant: 2005 PHA FY: 2005	
IL047-001	Annual Statement		39,600		6,000	
IL047-002			151,800		23,000	
IL047-003					168,000	
IL047-004				21,000	320,000	
IL047-005				118,000		
IL047-006				1,800	18,000	
IL047-008				6,000		140,000
IL047-009				4,200		60,000
IL047-010				4,200		100,000
IL047-011						52,000
IL047-012			21,600	10,000		
IL047-013			14,400			70,000
IL047-014			24,000			
IL047-015				10,000		
IL047-016				10,000		
IL047-017				10,000		
IL047-018				7,000		
IL047-019				5,000		60,000
IL047-020				5,000		40,000
Operations			30,000	30,000	30,000	30,000
Mgt Improvements		83,680	85,864	88,157	90,565	
Administration		77,419	77,419	77,419	77,419	
Fees and Costs		57,000	26,000	21,000	21,000	
Central Office		483,546	116,154			
Vehicles and tools			52,608	69,069	21,661	
Total CFP Funds (Est.)		791,645	791,645	791,645	791,645	
Total Replacement						

Attachment C

Housing Factor Funds					

**Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities**

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant:2002 PHA FY:2002			Activities for Year: <u>3</u> FFY Grant:2003 PHA FY:2003		
	Development Number/Work Description	Quantity	Cost	Development Number/Work Description	Quantity	Cost
	HA-Wide: 1406 Operations 1408 Management Improvement 1410 Administration 1430 Fees and Costs	LS LS LS LS	30,000 83,680 77,419 57,000	HA-Wide: 1406 Operations 1408 Management Improvement 1410 Administration 1430 Fees and Costs	LS LS LS LS	30,000 85,864 77,419 26,000
	1460 Cover window and door frames with aluminum : IL047-012 IL047-013 IL047-014	18 DU 12 DU 20 DU	21,600 14,400 24,000	IL047-001: 1450 Replace sewer lines 1460 Install dryer vents	12 DU 12 DU	36,000 3,600
	1470 Central Office renovations, expansions and paving	LS	483,546	IL047-002: 1450 Replace sewer lines 1460 Install dryer vents	46 DU 46 DU	138,000 13,800
				1460 Cover door trim with aluminum: IL047-015 IL047-016 IL047-017 IL047-018 IL047-019 IL047-020	20 DU 20 DU 20 DU 14 DU 10 DU 10 DU	10,000 10,000 10,000 7,000 5,000 5,000
				IL047-004: 1450 Install security lighting	14 EA	21,000
				IL047-005: 1460 Install washer/dryer hookups and replace	20 DU	118,000

Attachment C

			sewer lines		
			IL047-006: 1450 Install dryer vents	6 DU	1,800
			IL047-008: 1450 Install dryer vents	20 DU	6,000
			IL047-009: 1450 Install dryer vents	14 DU	4,200
			IL047-010: 1450 Install dryer vents	14 DU	4,200
			IL047-012: 1450 Replace concrete sidewalks and parking	1,000 SF	10,000
			1470 Finalize central office paving		116,154
			1475 Computer upgrade, vehicle, tools		52,608

Attachment C

**Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities**

Activities for Year 1	Activities for Year : <u>4</u> ___ FFY Grant:2004 PHA FY:2004			Activities for Year: <u>5</u> ___ FFY Grant:2005 PHA FY:2005		
	Development Number/Work Description	Quantity	Cost	Development Number/Work Description	Quantity	Cost
HA-Wide: 1406 Operations 1408 Management Improvement 1410 Administration 1430 Fees and Costs	LS LS LS LS	30,000 88,157 77,419 21,000		HA-Wide: 1406 Operations 1408 Management Improvement 1410 Administration 1430 Fees and Costs	LS LS LS LS	30,000 90,565 77,419 21,000
IL047-003: 1450 Replace sewer lines 1450 Replace/repair concrete sidewalks and parking	24 DU 9,600 SF	72,000 96,000		IL047-001: 1460 Install CO/Fire Alarms	12 DU	6,000
IL047-004: 1450 Replace sewer lines 1450 Replace/repair concrete sidewalks and parking	40 DU 16,000 SF	160,000 160,000		IL047-002: 1460 Install CO/Fire Alarms	46 DU	23,000
IL047-006: 1450 Replace sewer lines	6 DU	18,000		IL047-008: 1450 Replace sewer lines 1450 Replace/repair concrete sidewalks and parking	20 DU 8,000 SF	60,000 80,000
1475 Computer upgrade, vehicle, tools	LS	69,069		IL047-009: 1450 Replace sewer lines	6,000 SF	60,000
				IL047-010: 1450 Replace sewer lines	10,000 SF	100,000
				IL047-012: 1450 Replace sewer lines	18 DU	52,000
				IL047-014: 1450 Replace sewer lines	20 DU	70,000
				IL047-019: 1450 Replace/repair concrete sidewalks and parking	6,000 SF	60,000
				IL047-020:		

Attachment C

			1450 Replace/repair concrete sidewalks and parking	4,000 SF	40,000
			1475 Computer upgrade, tools	LS	21,661

Attachment D

Definition of Substantial Deviation and Significant Amendment or Modification

The following actions are defined as substantial deviation or significant amendment or modification:

GOALS

- Additions or deletions of Strategic Goals

PROGRAMS

- Adding new programs not included in the Housing Agency Plan
- Any change with regard to demolition or disposition, designation of housing, homeownership programs or conversion activities

CAPITAL BUDGET

- Additions of non-emergency work items (items not included in the current Annual Statement of Five Year Action Plan) or change in use of replacement reserve funds

POLICIES

- Changes to rent or admissions policies or organization of the waiting list

An exception to the above definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements since such changes are not considered significant amendments by HUD.

Attachment F**COMMUNITY SERVICE REQUIREMENT POLICY
FOR MACOUPIN COUNTY HOUSING AUTHORITY****SERVICE REQUIREMENT**

Except for any family member who is an exempt individual, each adult resident of public housing must:

- 1) Contribute 8 hours per month of community service (does not include political activities); or
- 2) Participate in an economic self-sufficiency program for 8 hours per month; or
- 3) Perform 8 hours per month of combined community service and economic self-sufficiency.

COVERED RESIDENTS

All public housing residents between the ages of 18 and 62 years of age who are not exempt.

EXEMPT RESIDENTS

Any public housing resident who is:

- 1) 62 years or older;
- 2) Blind or disabled and who certifies that because of this disability she or he is unable to comply with the requirement of the policy;
- 3) Primary caretaker of a person who is 62 years or older or who is blind or disabled;
- 4) Engaged in work activities;
- 5) Engaged in a work activity under the state program funded under Part A of Title IV of the Social Security Act, or under any other welfare program of the state, including a state administered welfare-to-work program;
- 6) Member of a family receiving assistance, benefits or services under a state program funded under Part A of Title IV of the Social Security Act, or under any other welfare program of the state, including a state administered welfare-to-work program and has not been found by the state to be in noncompliance with such a program;
- 7) Primary caregiver for a sibling five years of age or younger.

Attachment F

VIOLATION OF SERVICE REQUIREMENT

Violation of the service requirement is grounds for nonrenewal of the twelve (12) months lease agreement, but not for termination of tenancy during the course of the twelve (12) months lease term.

COMMUNITY SERVICE

The performance of volunteer work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community. Community service is not employment and may not include political activities.

QUALIFIED COMMUNITY SERVICE ORGANIZATIONS AND ACTIVITIES

As a convenience to covered residents, the Housing Authority will develop, post on the Authority's bulletin boards and provide to covered residents a list of qualified organizations (and activities) that have agreed to work with residents in helping them satisfy their community service requirement. Residents are not limited to the published list and are encouraged to identify other organizations and activities. To ensure compliance with this community service policy, residents should seek the Housing Authority's approval prior to volunteering for organizations or performing activities not included on the published list. It is the Housing Authority's policy to provide great latitude in approving community service organizations and activities.

DETERMINING RESIDENT STATUS

Per the Housing Authority's approved Admission and Continued Occupancy Policy (ACOP):

- The status of all applicant family members will be determined and families notified during the application process.
- During annual (or every three years for residents paying flat rents) recertifications, the status of each family member will be reviewed and determined.
- Between recertifications, residents are required to notify the Housing Authority within ten (10) days when there is a change in employment, income, family composition or welfare-to-work training or employment activities. The Housing Authority will use this information to determine changes, if any, in family member status.
- Members will be informed verbally and in writing of their community service requirement.

Attachment F

ASSURING RESIDENT COMPLIANCE

The Housing Authority shall review and verify family compliance with service requirements annually at least thirty (30) days before the end of the twelve (12) month lease term. The Housing Authority will retain reasonable documentation of service requirement performance or exemption in resident family files.

If the Housing Authority determines that a covered family member has not complied with their service requirement, the Housing Authority will notify the family of this determination, describe the noncompliance and state the Authority will not renew the lease at the end of the twelve (12) month lease term unless:

- The family enters into an agreement with the Authority that the noncompliant family member will cure such noncompliance within the twelve (12) month term of the new lease while also satisfying the on-going service requirement.
- Or the family provides written assurance satisfactory to the Authority that the noncompliant family member no longer resides in the unit.

Families may request a grievance hearing on the Housing Authority's determination in accordance with the Authority's approved Grievance Procedure.

SIGNED CERTIFICATIONS

The Housing Authority management staff will provide signed certifications of any community service activities administered by the Authority. In a similar manner, organizations other than the Authority, who administer qualifying activities must provide signed certifications.

The Housing Authority will provide covered residents with three part, prepaid post card size certification forms which the residents will present to the organization administering the qualifying activities for certification approval and signatures. The person(s) approved for signing the certifications will tear the three part, prepaid mailer form apart, give one copy to the resident, keep one copy, and drop the prepaid (and pre-addressed) part in the mail back to the Authority. The Authority will file the returned cards in each covered resident's file.

Attachment G

RESIDENT ADVISORY BOARD MEMBERS

Ilene Winters 20 Olroyd Court Carlinville, IL 62626	(217) 854-3646	Carlinville
Pamla Steward 811 E. Chestnut St. P. O. Box 65 Benld, IL 62009		Benld
Kathryn Easley 607 Kay Lane Staunton, IL 62088	(618) 635-8593	Staunton
Lois Spickerman 710 S. Clinton St. Bunker Hill, IL 62014	(618) 585-4524	Bunker Hill
Mary Gasen 410 South St. Girard, IL 62640	(217) 627-2752	Girard
Ganelle Blumstein 230 O. C. Court Apt. 4 Palmyra, IL 62674		Palmyra
Maragret Odorizzi 506 South St. Gillespie, IL 62033	(217) 839-4830	Gillespie
Leta Frailey 105 N. Walnut St. Mt. Olive, IL 62069	(217) 999-7341	Mt. Olive
Wanda Lettimore 614 Rimini Drive Viriden, IL 62690	(217) 965-4859	Viriden

Attachment H

Margaret (Peg) Barkley
Executive Director

W. W. Denby
Paul W. Bloomer
Attorneys

MACOUPIN COUNTY
HOUSING AUTHORITY
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FAX [217] 854-8749

May 30, 2001

Performance and Evaluation Report
1998 Comprehensive Grant Plan

This report is submitted to describe the activities, obligations and expenditures of this authority's 1998 Comprehensive Grant Plan for fiscal year 2001 as of March 31, 2001. The allocated funds have been obligated and expended within the prescribed implementation plan and schedule and changes have been made within the prescribed activities as stated in the Comprehensive Grant Handbook 7485.3.

1. Emergency Needs

There were no funds used for emergency needs.

2. Deviations within the 10% cap for major changes.

All changes were within the "Fungibility" standards adopted for the 1998 Comp Grant Program. These standards allow the movement of work items throughout the approved Five-Year Action Plan.

3. Deviations between years one and two of the approved Annual Statement.

Replacement of ACM floor tile in IL 47-18 Bunker Hill, 47-19 Mt. Olive, 47-20 Palmyra has been brought forward from 1999 Comprehensive Grant Plan to the 1998 Comprehensive Grant Plan. Installation of new heating, ventilating and air conditioning (HVAC) in 47-1 Benld, 47-2 Carlinville, 47-3 Staunton, 47-4 Virden, 47-5 Gillespie, 47-6 Bunker Hill was brought forward from the 1999 Comprehensive Grant Plan to the 1998 Comprehensive Grant Plan.

4. Actual fund obligations and expenditures as compared to the budgeted amounts.

The actual fund obligations and expenditures will be within the budgeted amounts.

5. Performance with respect to the target dates established in the implementation schedule. Target dates established in the implementation schedule are being maintained.

Summary of resident and local/tribal government comments.

The Macoupin County Housing Authority distributed the Performance and Evaluation Draft Report to the county board chairman, the Macoupin County Housing Board of Commissioners and the resident advisory board members. In addition the housing residents were notified that a copy of the draft report was available for their review and comments at the housing office. This report was available for review and comment from June 1, 2001 to July 2, 2001. There were no comments received by the housing authority on the Draft Performance and Evaluation Report. The Board of Directors approved this report at their July board meeting.

Sincerely,

Margaret (Peg) Barkley
Executive Director

Attachment H

Attachment H

4/1/01

Performance and Evaluation Report
Comprehensive Grant Program (CGP) Part 1 Summary

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

OMB APPROVAL No. 257
 (exp. 3/31/2002)

HA NAME <p align="center">MACOUPIN COUNTY HOUSING AUTHORITY</p>	Comprehensive Grant Number IL06PO4770698	FFY of Grant Approval 1998
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Original Annual Statement
 Reserve for Disaster/Emergencies
 Revised Annual Statement/Revision Number 3
 Performance and Evaluation Report for Program Year Ending 01

Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds	\$0.00	\$0.00		
2	1406 Operations	\$0.00	\$0.00		
3	1408 Management Improvements	\$63,835.00	\$58,984.42	\$58,984.42	\$58,984.42
4	1410 Administration	\$56,579.00	\$53,312.32	\$53,312.32	\$53,312.32
5	1411 Audit	\$0.00	\$0.00		
6	1415 Liquidated Damages	\$0.00	\$0.00		
7	1430 Fees and Costs	\$16,000.00	\$71,571.78	\$71,571.78	\$69,697.28
8	1440 Site Acquisition	\$0.00	\$0.00		
9	1450 Site Improvement	\$0.00	\$0.00		
10	1460 Dwelling Structures	\$492,000.00	\$474,697.86	\$474,697.86	\$453,082.53
11	1465.1 Dwelling Equipment - Nonexpendable	\$0.00	\$0.00		
12	1470 Nondwelling Structures	\$0.00	\$0.00		
13	1475 Nondwelling Equipment	\$10,000.00	\$21,744.62	\$21,744.62	\$21,744.62
14	1485 Demolition	\$0.00	\$0.00		
15	1490 Replacement Reserve	\$0.00	\$0.00		
16	1495.1 Relocation Costs	\$0.00	\$0.00		
17	1498 Mod Used for Development	\$0.00	\$0.00		
18	1502 Contingency (may not exceed 8% of line 19)	\$41,897.00	\$0.00	\$0.00	\$0.00
19	Amount of Annual Grant (Sum of lines 2-18)	\$680,311.00	\$680,311.00	\$680,311.00	\$656,821.17
20	Amount of line 19 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
21	Amount of line 19 Related to Section 504 Compliance	\$0.00	\$0.00	\$0.00	\$0.00
22	Amount of line 19 Related to Security	\$0.00	\$0.00	\$0.00	\$0.00
23	Amount of line 19 Related to Conservation Measures	\$392,000.00	\$352,892.38	\$352,892.38	\$331,277.05

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

Signature of Executive Director	Date (mm/dd/yy)	Signature of Public Housing Director/Office American Programs Administrator	Date (mm/dd/yyyy)
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Annual Statement / Performance and Evaluation Report
 Part II : Supporting Pages
 Comprehensive Grant Program (CGP)

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

Development Number/Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Costs		Funds		Status of Proposed Work (2)
				Original	Revised (1)	Obligated	Expended (2)	
PHA Wide Management Improvements	Resident services coordinator	1408		\$28,335	\$28,246.89	\$28,246.89	28,246.89	
	fringes (30%)			\$8,500	\$6,290.04	\$6,290.04	\$6,290.04	
	Resident Initiatives /HTN			\$10,000	\$429.81	\$429.81	\$429.81	
	Commissioner Training			\$12,000	\$5,248.55	\$5,248.55	\$5,248.55	
	Computer Systems (Upgrade)			\$5,000	\$9,081.99	\$9,081.99	\$9,081.99	
	GAAP Conversion			\$0	\$8,370.00	\$8,370.00	\$8,370.00	
	Agency Plan			\$0	\$1,317.14	\$1,317.14	1317.14	
	Subtotal			\$63,835	\$58,984.42	\$58,984.42	\$58,984.42	
PHA Wide	Comp Grant Coordinator	1410		\$25,000	\$25,085.20	\$25,085.20	\$25,085.20	
	Clerical Support			\$18,522	\$19,358.48	\$19,358.48	\$19,358.48	
	fringes (30%)			<u>\$13,057</u>	<u>\$8,868.64</u>	\$8,868.64	\$8,868.64	
	Subtotal			\$56,579	\$53,312.32	\$53,312.32	\$53,312.32	
Fees and Costs	A/E Fees	1430		\$10,000	\$915.00	\$915.00	\$915.00	
	HVAC 47-1,2,3,4,5,6 A & E			<u>\$0</u>	<u>\$17,290.00</u>	\$17,290.00	16,395.50	
	Asbestos Abatement Tile 47-18,19,20 A & E			\$0	\$28,850.00	\$28,850.00	\$28,850.00	
	Comp Grant Program Update			\$6,000	\$6,000.00	\$6,000.00	\$6,000.00	
	Utility Allowance			\$0	\$1,586.78	\$1,586.78	\$1,586.78	

HVAC 47-18,19,20 A & E			\$0	\$16,930.00	\$16,930.00	15,950
	Subtotal		\$16,000	\$71,571.78	\$71,571.78	\$69,697.28

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

Signature of Executive Director and Date

Signature of Public Housing Director/Office American Programs Administrator

Date (mm/dd/yyyy)

form HUD-52837 (9/98)

ref Handbook 7485.3

OMB APPROVAL No. 257

(exp. 3/31/2002)

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

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

Development Number/Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Costs				Statutes of Proposed Work (2)
				Original	Revised (1)	Funds Obligated	Funds Expended (2)	
IL 47-1 Benld	Install new central heating and cooling	1460	8	\$0	\$27,666.70	\$27,666.70	\$27,666.70	Completed
	Subtotal			\$0	\$27,666.70	\$27,666.70	\$27,666.70	
IL 47-2 Carlinville	Install new central heating and cooling	1460	24	\$0	\$76,879.99	\$76,879.99	\$76,879.99	Completed
	Subtotal			\$0	\$76,879.99	\$76,879.99	\$76,879.99	

IL 47-3 Staunton	Install new central heating and cooling	1460	14	\$0	\$47,046.66	\$47,046.66	\$47,046.66	
	Subtotal			\$0	\$47,046.66	\$47,046.66	\$47,046.66	Completed
IL 47-4 Virden	Install new central heating and cooling	1460	28	\$0	\$91,313.33	91,313.33	75,561.83	
	Subtotal			\$0	\$91,313.33	\$91,313.33	\$75,561.83	Complete
IL 47-5 Gillespie	Install new central heating and cooling	1460	16	\$0	\$56,093.23	\$56,093.23	\$56,093.23	Final payment
	Subtotal			\$0	\$56,093.23	\$56,093.23	\$56,093.23	Pending punch- list completion
IL 47-6 Bunker Hill	Install new central heating and cooling	1460	6	\$24,000	\$20,029.99	\$20,029.99	\$20,029.99	
	Subtotal			\$24,000	\$20,029.99	\$20,029.99	\$20,029.99	Complete
IL 47-8 Girard	Install new central heating and cooling	1460	20	\$0	\$5,863.83	\$5,863.83	\$0.00	
	Subtotal			\$0	\$5,863.83	\$5,863.83	\$0.00	Complete
IL 47-9 Carlinville	Install new central heating and cooling	1460	20	\$80,000	\$22,239.70	\$22,239.70	\$22,239.70	Final payment
	Replace resilient tile floors		1	\$100,000	\$0	\$0	\$0	Pending punch- list completion
	Subtotal			\$180,000	\$22,239.70	\$22,239.70	\$22,239.70	Complete

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Signature of Public Housing Director/Office American Programs Administrator

Date (mm/dd/yyyy)

form HUD-52837 (9/98)

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OMB APPROVAL No. 257

(exp. 3/31/2002)

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

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

Development				Total Estimated Costs	
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Number/Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Original	Revised (1)	Funds Obligated	Funds Expended (2)	Statuses of Proposed Work (2)
IL 47-10 Gillespie	Install new central heating and cooling	1460	20	\$0	\$5,758.95	\$5,758.95	\$5,758.95	
	Subtotal			\$0	\$5,758.95	\$5,758.95	\$5,758.95	Complete
IL 47-12 Staunton	New central heating and cooling	1460	18	\$72,000	<u>\$0</u>	\$0	\$0	
	Subtotal			\$72,000	\$0	\$0	\$0	
IL 47-13 Bunker Hill	Replace electric heat with natural gas - HVAC	1460	12	<u>\$48,000</u>	<u>\$0</u>	\$0	\$0	
	Subtotal			\$48,000	\$0	\$0	\$0	
IL 47-14 Gillespie	Replace electric heat with natural gas - HVAC	1460	17	<u>\$68,000</u>	<u>\$0</u>	\$0	\$0	
	Subtotal			\$68,000	\$0	\$0	\$0	
IL 47-16 Staunton	Replace electric heat with natural gas - HVAC	1460	5	\$20,000	\$0	\$0	\$0	
	Subtotal			\$20,000	\$0	\$0	\$0	
IL 47-17 Gillespie	Replace electric heat with natural gas - HVAC	1460	20	\$80,000	\$0	\$0	\$0	
	Subtotal			\$80,000	\$0	\$0	\$0	
IL 47-18 Bunker Hill	Install resilient floor tile	1460	14	\$0	\$47,748.67	\$47,748.67	\$47,748.67	
	Subtotal			\$0	\$47,748.67	\$47,748.67	\$47,748.67	Complete
IL 47-19 Mt. Olive	Install resilient floor tile	1460	10	\$0	\$33,929.39	\$33,929.39	\$33,929.39	
	Subtotal			\$0	\$33,929.39	\$33,929.39	\$33,929.39	Complete

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Signature of Executive Director and Date	Signature of Public Housing Director/Office American PI (mm/dd/yyyy)

form HUD-52837 (9/98)
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Annual Statement / Performance and Evaluation Report
Part II : Supporting Pages
Comprehensive Grant Program (CGP)

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

Development Number/Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Costs		Funds Obligated	Funds Expended (2)	Statues of Proposed Work (2)
				Original	Revised (1)			
IL 47-20 Palmyra	Install resilient floor tile	1460	10	\$0	\$40,127.42	\$40,127.42	\$40,127.42	Complete
Subtotal				\$0	\$40,127.42	\$40,127.42	\$40,127.42	
PHA Wide	Computer Equipment Modernization Vehicle	1475		<u>\$10,000.00</u>	<u>\$3,719.62</u>	\$3,719.62	\$3,719.62	
				\$0	\$18,025.00	\$18,025.00	\$18,025.00	
Subtotal				\$10,000	\$21,744.62	\$21,744.62	\$21,744.62	
PHA Wide	Contingency	1502		<u>\$41,897</u>	<u>\$0</u>	\$0	\$0	
Subtotal				\$41,897	\$0	\$0	\$0	

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Signature of Executive Director and Date

Signature of Public Housing Director/Office American Programs Administrator
Date (mm/dd/yyyy)

form HUD-52837 (9/98)
ref Handbook7485.3
OMB APPROVAL No. 257
(exp. 3/31/2002)

Annual Statement / Performance and Evaluation Report
Part III : Implementation Schedule
Comprehensive Grant Program (CGP)

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

Development Number/Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for Revised Target Date (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
IL 47 - 01	9/30/00	9/30/00		9/30/01	9/30/01		
IL 47 - 02	9/30/00	9/30/00		9/30/01	9/30/01		
IL 47 - 03	9/30/00	9/30/00		9/30/01	9/30/01		
IL 47 - 04	9/30/00	9/30/00		9/30/01	9/30/01		
IL 47 - 05	9/30/00	9/30/00		9/30/01	9/30/01		

IL 47 - 06	9/30/00	9/30/00	9/30/01	9/30/01	
IL 47 - 08	9/30/00	9/30/00	9/30/01	9/30/01	
IL 47 - 09	9/30/00	9/30/00	9/30/01	9/30/01	
IL 47 - 10	9/30/00	9/30/00	9/30/01	9/30/01	
IL 47-18	9/30/00	9/30/00	9/30/01	9/30/01	
IL 47-19	9/30/00	9/30/00	9/30/01	9/30/01	
IL 47-20	9/30/00	9/30/00	9/30/01	9/30/01	
1408	9/30/00	9/30/00	9/30/01	9/30/01	
1410	9/30/00	9/30/00	9/30/01	9/30/01	
1430	9/30/00	9/30/00	9/30/01	9/30/01	
1475	9/30/00	9/30/00	9/30/01	9/30/01	
1502	9/30/00	9/30/00	9/30/01	9/30/01	

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

Signature of Executive Director and Date

Signature of Public Housing Director/Office American Programs Administrator

(mm/dd/yyyy)

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Part II: Contracts Awarded

1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	\$	
B. Total dollar amount of contracts awarded to Section 3 businesses	\$	
C. Percentage of the total dollar amount that was awarded to Section 3 businesses		%
D. Total number of Section 3 businesses receiving contracts		

2. Non-Construction Contracts:

A. Total dollar amount of all non-construction contracts awarded on the project/activity	\$	
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$	
C. Percentage of the total dollar amount that was awarded to Section 3 businesses		%
D. Total number of Section 3 businesses receiving non-construction contracts		

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contacts with community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below.

Public reporting burden for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u., mandates that the Department ensure that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as a self-monitoring tool. The data is entered into a data base and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

Instructions: This form is to be used to report annual accomplishments regarding employment and other economic opportunities provided to low- and very low-income persons under Section 3 of the Housing and Urban Development Act of 1968. The Section 3 regulations apply to any **public and Indian Housing programs** that receive: (1) development assistance pursuant to Section 5 of the U.S. Housing Act of 1937; (2) operating assistance pursuant to Section 9 of the U.S. Housing Act of 1937; or (3) modernization grants pursuant to Section 14 of the U.S. Housing Act of 1937 and to **recipients of housing and community development assistance in excess of \$200,000** expended for: (1) housing rehabilitation (including reduction and abatement of lead-based paint hazards); (2) housing construction; or (3) other public construction projects; and to **contracts and subcontracts in excess of \$100,000** awarded in connection with the Section-3-covered activity.

Form HUD-60002 has three parts which are to be completed for all programs covered by Section 3. Part I relates to **employment and training**. The recipient has the option to determine numerical employment/training goals either on the basis of the number of hours worked by new hires (columns B, D, E and F) or the number of new hires utilized on the Section 3 covered project (columns B, C and F). Part II of the form relates to **contracting**, and Part III summarizes recipients' **efforts** to comply with Section 3.

Recipients or contractors subject to Section 3 requirements must maintain appropriate documentation to establish that HUD financial assistance for housing and community development programs were directed toward low- and very low-income persons.* A recipient of Section 3 covered assistance shall submit two copies of this report to the local HUD Field Office. Where the program providing assistance requires an annual performance report, this Section 3 report is to be submitted at the same time the program performance report is submitted. Where an annual performance report is not required, this Section 3 report is to be submitted by January 10 and, if the project ends before December 31, within 10 days of project completion. **Only Prime Recipients are required to report to HUD. The report must include accomplishments of all recipients and their Section 3 covered contractors and subcontractors.**

HUD Field Office: Enter the Field Office name forwarding the Section 3 report.

1. Recipient: Enter the name and address of the recipient submitting this report.
2. Federal Identification: Enter the number that appears on the award form (with dashes). The award may be a grant, cooperative agreement or contract.
3. Dollar Amount of Award: Enter the dollar amount, rounded to the nearest dollar, received by the recipient.
- 4 & 5. Contact Person/Phone: Enter the name and telephone number of the person with knowledge of the award and the recipient's implementation of Section 3.
6. Reporting Period: Indicate the time period (months and year) this report covers.
7. Date Report Submitted: Enter the appropriate date.

Submit two (2) copies of this report to the to the HUD Field Office of Fair Housing and Equal Opportunity, Program Operations and Compliance Center Director, at the same time the performance report is submitted to the program office. For those programs where such a report is not required, the Section 3 report is submitted by January 10. Include only contracts executed during the reporting period specified in item 8. PHAs/HAs are to report all contracts/subcontracts.

* The terms "low-income persons" and "very low-income persons" have the same meanings given the terms in section 3(b)(2) of the United States Housing Act of 1937. **Low-income persons** mean families (including single persons) whose incomes do not exceed 80 per centum of the median income for the area, as determined by the Secretary, with

8. Program Code: Enter the appropriate program code as listed at the bottom of the page.
9. Program Name: Enter the name of the HUD Program corresponding with the "Program Code" in number 8.

Part I: Employment and Training Opportunities

Column A: Contains various job categories. Professionals are defined as people who have special knowledge of an occupation (i.e., supervisors, architects, surveyors, planners, and computer programmers). For construction positions, list each trade and provide data in columns B through F for each trade where persons were employed. The category of "Other" includes occupations such as service workers.

Column B: Enter the number of new hires for each category of workers identified in **Column A** in connection with this award. New Hire refers to a person who is not on the contractor's or recipient's payroll for employment at the time of selection for the Section 3 covered award or at the time of receipt of Section 3 covered assistance.

Column C: Enter the number of Section 3 new hires for each category of workers identified in **Column A** in connection with this award. Section 3 new hire refers to a Section 3 resident who is not on the contractor's or recipient's payroll for employment at the time of selection for the Section 3 covered award or at the time of receipt of Section 3 covered assistance.

Column D: Enter the percentage of all the staff hours of new hires (Section 3 residents) in connection with this award.

Column E: Enter the percentage of the total staff hours worked for Section 3 employees and trainees (including new hires) connected with this award. Include staff hours for part-time and full-time positions.

Column F: Enter the number of Section 3 residents that were employed and trained in connection with this award.

Part II: Contract Opportunities

Block 1: Construction Contracts

Item A: Enter the total dollar amount of all contacts awarded on the project/program.

Item B: Enter the total dollar amount of contracts connected with this project/program that were awarded to Section 3 businesses.

Item C: Enter the percentage of the total dollar amount of contracts connected with this project/program awarded to Section 3 businesses.

Item D: Enter the number of Section 3 businesses receiving awards.

Block 2: Non-Construction Contracts

Item A: Enter the total dollar amount of all contacts awarded on the project/program.

Item B: Enter the total dollar amount of contracts connected with this project awarded to Section 3 businesses.

Item C: Enter the percentage of the total dollar amount of contracts connected with this project/program awarded to Section 3 businesses.

Item D: Enter the number of Section 3 businesses receiving awards.

Part III: Summary of Efforts - Self-explanatory

adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 80 per centum of the median for the area on the basis of the Secretary's findings such that variations are necessary because of prevailing levels of construction costs or unusually high- or low-income families. **Very low-income persons** mean low-income families (including single persons) whose incomes do not exceed 50 per centum of the median family income for the area, as determined by the Secretary with adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 50 per centum of the median for the area on the basis of the Secretary's findings that such variations are necessary because of unusually high or low family incomes.

Margaret (Peg) Barkley
Executive Director

W. W. Denby
Paul W. Bloomer
Attorneys

MACOUPIN COUNTY
HOUSING AUTHORITY
Post Office Box 226, Carlinville, Illinois 62626

760 Anderson Street
Telephone [217] 854-8606
V/TDD
FAX [217] 854-8749

May 30, 2001

Performance and Evaluation Report
1999 Comprehensive Grant Plan

This report is submitted to describe the activities, obligations and expenditures of this authority's 1999 Comprehensive Grant Plan for fiscal year 2001 as of March 31, 2001. The allocated funds have been obligated and expended within the prescribed implementation plan and schedule and changes have been made within the prescribed activities as stated in the Comprehensive Grant Handbook 7485.3.

1. Emergency Needs

There were no funds used for emergency needs.

2. Deviations within the 10% cap for major changes.

All changes were within the "Fungibility" standards adopted for the 1999 Comp Grant Program. These standards allow the movement of work items throughout the approved Five-Year Action Plan.

3. Deviations between years one and two of the approved Annual Statement.

Replacement of ACM floor tile in IL 47-15 Carlinville, 47-16 Staunton, 47-17 Gillespie and removal of ACM pipe cover has been brought forward from 2000 Capital Fund Plan to the 1999 Comprehensive Grant Plan.

4. Actual fund obligations and expenditures as compared to the budgeted amounts.

The actual fund obligations and expenditures will be within the budgeted amounts.

5. Performance with respect to the target dates established in the implementation schedule. Target dates established in the implementation schedule are being maintained.

Summary of resident and local/tribal government comments.

The Macoupin County Housing Authority distributed the Performance and Evaluation Draft Report to the county board chairman, the Macoupin County Housing Board of Commissioners and the resident advisory board members. In addition the housing residents were notified that a copy of the draft report was available for their review and comments at the housing office. This report was available for review and comment from June 1, 2001 to July 2, 2001. There were no comments received by the housing authority on the Draft Performance and Evaluation Report. The Board of Directors approved this report at their July board meeting.

Sincerely,

Margaret (Peg) Barkley
Executive Director

Attachment K

Annual Statement / Attachment L
Performance and Evaluation Report
 Comprehensive Grant Program (CGP) **Part 1 Summary**
 HA NAME

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

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

MACOUPIN COUNTY HOUSING AUTHORITY

Comprehensive Grant Number
 IL06PO4770799

FFY of Grant Approval
 1999

Original Annual Statement Reserve for Disaster/Emergency Revised Annual Statement/Revision Number 2 Performance and Evaluation Report for Program Year Ending 01

Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds	\$0			
2	1406 Operations	\$0			
3	1408 Management Improvements	\$80,675	\$70,651.28	\$70,651.28	\$70,651.28
4	1410 Administration	\$59,408	\$58,727.54	\$58,727.54	\$58,727.54
5	1411 Audit	\$0			
6	1415 Liquidated Damages	\$0			
7	1430 Fees and Costs	\$36,000	\$48,885.00	\$6,000.00	\$6,000.00
8	1440 Site Acquisition	\$0			
9	1450 Site Improvement	\$0			
10	1460 Dwelling Structures	\$604,100	\$601,919.18	\$247,073.05	\$240,190.40
11	1465.1 Dwelling Equipment - Nonexpendable	\$0			
12	1470 Nondwelling Structures	\$0			
13	1475 Nondwelling Equipment	\$30,000	\$30,000.00	\$1,035.00	\$1,035.00
14	1485 Demolition	\$0			
15	1490 Replacement Reserve	\$0			
16	1495.1 Relocation Costs	\$0			
17	1498 Mod Used for Development	\$0			
18	1502 Contingency (may not exceed 8% of line 19)	\$7,889	\$7,889.00	\$0	\$0.00
19	Amount of Annual Grant (Sum of lines 2-18)	\$818,072.00	\$818,072.00	\$383,486.87	\$376,604.22
20	Amount of line 19 Related to LBP Activities	\$0	\$0		
21	Amount of line 19 Related to Section 504 Compliance	\$0	\$0		
22	Amount of line 19 Related to Security	\$0	\$0		
23	Amount of line 19 Related to Conservation Measures	\$356,000	\$272,073		

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

Signature of Executive Director and Date

Signature of Public Housing Director/ Office American Programs Administrator Date (mm/dd/yyyy)

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

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

ref Handbook7485.3
OMB Approval No. 2577-0157
(exp. 3/31/2002)

Development Number/Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Costs		Total Actual Cost		Statues of Proposed Work(2)
				Original	Revised (1)	Funds Obligated	Funds Expended (2)	
PHA Wide Management Improvements	Resident services coordinator fringes (30%)	1408		\$29,750	\$29,032.37	\$29,032.37	29,032.37	
	Resident Initiatives			\$8,925	\$6,994.70	\$6,994.70	6,994.70	
	Commissioner Training			\$10,000	\$421.57	\$421.57	421.57	
	Computer Software and Training			\$12,000	\$12,000.00	\$12,000.00	\$12,000.00	
	Housing Agency Plan			\$10,000	\$9,567.68	\$9,567.68	9,567.68	
	Subtotal			\$10,000	\$12,634.96	\$12,634.96	12,634.96	
PHA Wide	Comp Grant Coordinator	1410		\$26,250	\$28,139.22	\$28,139.22	28,139.22	
	Clerical Support fringes (30%)			\$19,448	\$20,563.59	\$20,563.59	20,563.59	
	Subtotal			\$13,710	\$10,024.73	\$10,024.73	10,024.73	
				\$59,408	\$58,727.54	\$58,727.54	58,727.54	
Fees and Costs	A/E Fees	1430		\$30,000	\$42,885.00	\$0	\$0	
	Comp Grant Program Update			\$6,000	\$6,000.00	\$6,000.00	\$6,000.00	
	Subtotal			\$36,000	\$48,885.00	\$6,000.00	\$6,000.00	
IL 47-1 Benld	Install new HVAC systems	1460		\$32,000	\$0.00	\$0	\$0	Under contract 5/3/01
	Install Porch Rails			\$1,050	\$0.00	\$0	\$0	
	Install Vented Rangehoods			\$3,000	\$3,000.00	\$0	\$0	
	Subtotal			\$36,050	\$3,000.00	\$0	\$0	

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Signature of Executive Director and Date

Signature of Public Housing Director/ Office American Programs Administrator

Date (mm/dd/yyyy)

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

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

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

Development Number/Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Costs		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated	Funds Expended (2)	
IL 47-2 Carlinville	Install new HVAC systems	1460		\$88,000	\$0.00	\$0	\$0	Under contract 5/3/01
	Install Porch Rails			\$5,250	\$0.00	\$0	\$0	
	Install Vented Rangehoods			<u>\$11,500</u>	<u>\$11,500.00</u>	\$0	\$0	
	Subtotal			\$104,750	\$11,500.00	\$0	\$0	
IL 47-3 Staunton	Install new HVAC systems	1460	24	\$48,000	\$0.00	\$0	\$0	Under contract 5/3/01 To bid in June
	Install Vented Rangehoods			\$6,000	\$6,000.00	\$0	\$0	
	Remove asbestos pipe cover			<u>\$0</u>	<u>\$15,965.00</u>	\$0	\$0	
	Subtotal			\$54,000	\$21,965.00	\$0	\$0	
IL 47-4 Virden	Install new HVAC systems	1460		\$112,000	\$0.00	\$0	\$0	Under contract 5/3/01
	Install Porch Rails			\$6,300	\$0.00	\$0	\$0	
	Install Vented Rangehoods			<u>\$10,000</u>	<u>\$10,000.00</u>	\$0	\$0	
	Subtotal			\$128,300	\$10,000.00	\$0	\$0	
IL 47-5 Gillespie	Install new HVAC systems	1460		\$64,000	\$0.00	\$0	\$0	Under contract 5/3/01
	Install Vented Rangehoods			\$5,000	\$5,000.00	\$0	\$0	
	Subtotal			\$69,000	\$5,000.00	\$0	\$0	

IL 47-6 Bunker Hill	Install Vented Rangehoods	1460		<u>\$1,500</u>	<u>\$1,500.00</u>	\$0	\$0	Under contract 5/3/01
	Subtotal			\$1,500	\$1,500.00	\$0	\$0	

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Signature of Executive Director and Date				Signature of Public Housing Director/ Office American Programs Administrator Date (mm/dd/yyyy)				

form HUD-52837 (9/98)

ref Handbook7485.3

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

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

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

Development Number/Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Costs		Total Actual Cost		Statues of Proposed Work (2)
				Original	Revised (1)	Funds Obligated	Funds Expended (2)	
IL 47-8 Girard	Install Vented Rangehoods	1460	20	<u>\$5,000</u>	<u>\$5,000.00</u>	\$0	\$0	Under contract 5/3/01
	Remove asbestos pipe cover		20	\$0	\$20,000.00	\$0	\$0	To bid in June
	Install new heating and air conditioning		20	\$0	\$110,586.49	\$110,586.49	\$110,586.49	Completed
	Subtotal			\$5,000	\$135,586.49	\$110,586.49	\$110,586.49	
IL 47-9 Carlinville	Install Vented Rangehoods	1460	20	<u>\$5,000.00</u>	<u>\$5,000.00</u>	\$0	\$0	Under contract 5/3/01
	Subtotal			\$5,000.00	\$5,000.00	\$0	\$0	
IL 47-10	Install Vented Rangehoods	1460	20	<u>\$5,000.00</u>	<u>\$5,000.00</u>	\$0	\$0	Under contract 5/3/01
	Subtotal			\$5,000	\$5,000.00	\$0	\$0	
IL 47-11 Virden	Install Vented Rangehoods	1460	10	<u>\$2,500</u>	<u>\$2,500.00</u>	\$0	\$0	Under contract 5/3/01

		Subtotal			\$2,500	\$2,500.00	\$0	\$0	
IL 47-12 Staunton	Install Vented Rangehoods	1460	18		<u>\$4,500</u>	<u>\$4,500.00</u>	\$0	\$0	Under contract 5/3/01
		Subtotal			\$4,500	\$4,500.00	\$0	\$0	
IL 47-13 Bunker Hill	Install Vented Rangehoods	1460	12		<u>\$3,000</u>	<u>\$3,000.00</u>	\$0	\$0	Under contract 5/3/01
		Subtotal			\$3,000	\$3,000.00	\$0	\$0	

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Signature of Executive Director and Date _____ Signature of Public Housing Director/ Office American Programs Administrator _____ Date (mm/dd/yyyy) _____

form HUD-52837 (9/98)

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

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

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

Development Number/Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Costs		Total Actual Cost		Statues of Proposed Work (2)
				Original	Revised (1)	Funds Obligated	Funds Expended (2)	
IL 47-14 Gillespie	Install new HVAC Install Rangehoods	1460	5	\$12,000 <u>\$3,500</u>	\$0.00 <u>\$3,500.00</u>	0 0	0 0	Under contract 5/3/01
	Subtotal			\$15,500	\$3,500.00	\$0	\$0	
IL 47-15 Carlinville	Replace floor tile	1460	20	\$0.00	\$72,078.77	0	0	To bid in June
	Subtotal			\$0.00	\$72,078.77	\$0	\$0	

IL 47-16 Staunton	Replace floor tile	1460	20	\$0.00	\$72,078.77	0	0	To bid in June
	Subtotal			\$0.00	\$72,078.77	\$0	\$0	
IL 47-17 Gillespie	Replace floor tile	1460	20	\$0.00	\$109,223.59	0	0	To bid in June
	Subtotal			\$0.00	\$109,223.59	\$0	\$0	
IL 47-18 Bunker Hill	Replace Floor Tile	1460	14	<u>\$70,000.00</u>	<u>\$0.00</u>	\$0	\$0	
	Install new heating and air conditioning		14	\$0.00	\$81,533.82	\$81,533.82	\$81,533.82	Completed
	Subtotal			\$70,000.00	\$81,533.82	\$81,533.82	\$81,533.82	
IL 47-19 Mt. Olive	Replace Floor Tile	1460	10	<u>\$50,000.00</u>	\$0.00	\$0	\$0	
	Subtotal			\$50,000.00	\$0.00	\$0	\$0	
IL 47-20 Palmyra	Replace Floor Tile	1460	10	<u>\$50,000.00</u>	\$0.00	\$0	\$0	
	Install new heating and air conditioning		10	\$0.00	\$54,952.74	\$54,952.74	\$48,070.09	Completed all but punchlist
	Subtotal			\$50,000.00	\$54,952.74	\$54,952.74	\$48,070.09	

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Signature of Public Housing Director/ Office American Programs Administrator Date (mm/dd/yyyy)

form HUD-52837 (9/98)

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

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

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

Development Number/Name HA - Wide	General Description of Major Work Categories	Development Account	Quantity	Total Estimated Costs		Total Actual Cost		Statues of Proposed Work (2)
				Original	Revised (1)	Funds	Funds	

Activities		Number			Obligated	Expended (2)	
PHA Wide	Maint. Tools and Equipment	1475		\$20,000	\$20,000.00	0	0
	Computer Equipment			<u>\$10,000</u>	<u>\$10,000.00</u>	\$1,035.00	\$1,035.00
	Subtotal			\$30,000	\$30,000.00	\$1,035.00	\$1,035.00
PHA Wide	Contingency	1502		<u>\$7,889</u>	<u>\$7,889.00</u>	0	0
	Subtotal			\$7,889	\$7,889.00	\$0	\$0

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Signature of Executive Director and Date		Signature of Public Housing Director/ Office American Programs Administrator Date (mm/dd/yyyy)	

Annual Statement / Performance and Evaluation Report
Part III : Implementation Schedule
Comprehensive Grant Program (CGP)

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

Development Number/Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for Revised Target Date (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
IL 47 - 01	9/30/01		9/30/01	9/30/02	9/30/02		
IL 47 - 02	9/30/01		9/30/01	9/30/02	9/30/02		
IL 47 - 03	9/30/01		9/30/01	9/30/02	9/30/02		
IL 47 - 04	9/30/01		9/30/01	9/30/02	9/30/02		
IL 47 - 05	9/30/01		9/30/01	9/30/02	9/30/02		
IL 47 - 06	9/30/01		9/30/01	9/30/02	9/30/02		
IL 47 - 08	9/30/01		9/30/01	9/30/02	9/30/02		
IL 47 - 09	9/30/01		9/30/01	9/30/02	9/30/02		
IL 47 - 10	9/30/01		9/30/01	9/30/02	9/30/02		
IL 47 - 11	9/30/01		9/30/01	9/30/02	9/30/02		
IL 47 - 12	9/30/01		9/30/01	9/30/02	9/30/02		
IL 47 - 13	9/30/01		9/30/01	9/30/02	9/30/02		
IL 47 - 14	9/30/01		9/30/01	9/30/02	9/30/02		
IL 47 - 15	9/30/01		9/30/01	9/30/02	9/30/02		
IL 47 - 16	9/30/01		9/30/01	9/30/02	9/30/02		
IL 47 - 17	9/30/01		9/30/01	9/30/02	9/30/02		
1408	9/30/01		9/30/01	9/30/02	9/30/02		
1410	9/30/01		9/30/01	9/30/02	9/30/02		
1430	9/30/01		9/30/01	9/30/02	9/30/02		
1475	9/30/01		9/30/01	9/30/02	9/30/02		
1502	9/30/01		9/30/01	9/30/02	9/30/02		

<p>(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement. (2) To be completed for the Performance and Evaluation Report</p>	
Signature of Executive Director and Date	Signature of Public Housing Director/ Office American Programs Administrator Date (mm/dd/yyyy)

form **HUD-52837** (9/98)
ref Handbook7485.3

Part II: Contracts Awarded

1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	\$	
B. Total dollar amount of contracts awarded to Section 3 businesses	\$	
C. Percentage of the total dollar amount that was awarded to Section 3 businesses		%
D. Total number of Section 3 businesses receiving contracts		

2. Non-Construction Contracts:

A. Total dollar amount of all non-construction contracts awarded on the project/activity	\$	
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$	
C. Percentage of the total dollar amount that was awarded to Section 3 businesses		%
D. Total number of Section 3 businesses receiving non-construction contracts		

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contacts with community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below.

Public reporting burden for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u., mandates that the Department ensure that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as a self-monitoring tool. The data is entered into a data base and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

Instructions: This form is to be used to report annual accomplishments regarding employment and other economic opportunities provided to low- and very low-income persons under Section 3 of the Housing and Urban Development Act of 1968. The Section 3 regulations apply to any **public and Indian Housing programs** that receive: (1) development assistance pursuant to Section 5 of the U.S. Housing Act of 1937; (2) operating assistance pursuant to Section 9 of the U.S. Housing Act of 1937; or (3) modernization grants pursuant to Section 14 of the U.S. Housing Act of 1937 and to **recipients of housing and community development assistance in excess of \$200,000** expended for: (1) housing rehabilitation (including reduction and abatement of lead-based paint hazards); (2) housing construction; or (3) other public construction projects; and to **contracts and subcontracts in excess of \$100,000** awarded in connection with the Section-3-covered activity.

Form HUD-60002 has three parts which are to be completed for all programs covered by Section 3. Part I relates to **employment and training**. The recipient has the option to determine numerical employment/training goals either on the basis of the number of hours worked by new hires (columns B, D, E and F) or the number of new hires utilized on the Section 3 covered project (columns B, C and F). Part II of the form relates to **contracting**, and Part III summarizes recipients' **efforts** to comply with Section 3.

Recipients or contractors subject to Section 3 requirements must maintain appropriate documentation to establish that HUD financial assistance for housing and community development programs were directed toward low- and very low-income persons.* A recipient of Section 3 covered assistance shall submit two copies of this report to the local HUD Field Office. Where the program providing assistance requires an annual performance report, this Section 3 report is to be submitted at the same time the program performance report is submitted. Where an annual performance report is not required, this Section 3 report is to be submitted by January 10 and, if the project ends before December 31, within 10 days of project completion. **Only Prime Recipients are required to report to HUD. The report must include accomplishments of all recipients and their Section 3 covered contractors and subcontractors.**

HUD Field Office: Enter the Field Office name forwarding the Section 3 report.

1. Recipient: Enter the name and address of the recipient submitting this report.
2. Federal Identification: Enter the number that appears on the award form (with dashes). The award may be a grant, cooperative agreement or contract.
3. Dollar Amount of Award: Enter the dollar amount, rounded to the nearest dollar, received by the recipient.
- 4 & 5. Contact Person/Phone: Enter the name and telephone number of the person with knowledge of the award and the recipient's implementation of Section 3.
6. Reporting Period: Indicate the time period (months and year) this report covers.
7. Date Report Submitted: Enter the appropriate date.

Submit two (2) copies of this report to the to the HUD Field Office of Fair Housing and Equal Opportunity, Program Operations and Compliance Center Director, at the same time the performance report is submitted to the program office. For those programs where such a report is not required, the Section 3 report is submitted by January 10. Include only contracts executed during the reporting period specified in item 8. PHAs/HAs are to report all contracts/subcontracts.

* The terms "low-income persons" and "very low-income persons" have the same meanings given the terms in section 3(b)(2) of the United States Housing Act of 1937. **Low-income persons** mean families (including single persons) whose incomes do not exceed 80 per centum of the median income for the area, as determined by the Secretary, with

8. Program Code: Enter the appropriate program code as listed at the bottom of the page.
9. Program Name: Enter the name of the HUD Program corresponding with the "Program Code" in number 8.

Part I: Employment and Training Opportunities

Column A: Contains various job categories. Professionals are defined as people who have special knowledge of an occupation (i.e., supervisors, architects, surveyors, planners, and computer programmers). For construction positions, list each trade and provide data in columns B through F for each trade where persons were employed. The category of "Other" includes occupations such as service workers.

Column B: Enter the number of new hires for each category of workers identified in **Column A** in connection with this award. New Hire refers to a person who is not on the contractor's or recipient's payroll for employment at the time of selection for the Section 3 covered award or at the time of receipt of Section 3 covered assistance.

Column C: Enter the number of Section 3 new hires for each category of workers identified in **Column A** in connection with this award. Section 3 new hire refers to a Section 3 resident who is not on the contractor's or recipient's payroll for employment at the time of selection for the Section 3 covered award or at the time of receipt of Section 3 covered assistance.

Column D: Enter the percentage of all the staff hours of new hires (Section 3 residents) in connection with this award.

Column E: Enter the percentage of the total staff hours worked for Section 3 employees and trainees (including new hires) connected with this award. Include staff hours for part-time and full-time positions.

Column F: Enter the number of Section 3 residents that were employed and trained in connection with this award.

Part II: Contract Opportunities

Block 1: Construction Contracts

Item A: Enter the total dollar amount of all contacts awarded on the project/program.

Item B: Enter the total dollar amount of contracts connected with this project/program that were awarded to Section 3 businesses.

Item C: Enter the percentage of the total dollar amount of contracts connected with this project/program awarded to Section 3 businesses.

Item D: Enter the number of Section 3 businesses receiving awards.

Block 2: Non-Construction Contracts

Item A: Enter the total dollar amount of all contacts awarded on the project/program.

Item B: Enter the total dollar amount of contracts connected with this project awarded to Section 3 businesses.

Item C: Enter the percentage of the total dollar amount of contracts connected with this project/program awarded to Section 3 businesses.

Item D: Enter the number of Section 3 businesses receiving awards.

Part III: Summary of Efforts - Self-explanatory

adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 80 per centum of the median for the area on the basis of the Secretary's findings such that variations are necessary because of prevailing levels of construction costs or unusually high- or low-income families. **Very low-income persons** mean low-income families (including single persons) whose incomes do not exceed 50 per centum of the median family income for the area, as determined by the Secretary with adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 50 per centum of the median for the area on the basis of the Secretary's findings that such variations are necessary because of unusually high or low family incomes.

Margaret (Peg) Barkley
Executive Director

W. W. Denby
Paul W. Bloomer
Attorneys

MACOUPIN COUNTY
HOUSING AUTHORITY
Post Office Box 226, Carlinville, Illinois 62626

760 Anderson Street
Telephone [217] 854-8606
V/TDD
FAX [217] 854-8749

May 30, 2001

Performance and Evaluation Report
2000 Capital Fund Plan

This report is submitted to describe the activities, obligations and expenditures of this authority's 2000 Capital Fund Plan for fiscal year 2001 as of March 31, 2001. The allocated funds have been obligated and expended within the prescribed implementation plan and schedule and changes have been made within the prescribed activities as stated in the Comprehensive Grant Handbook 7485.3.

1. Emergency Needs

There were no funds used for emergency needs.

2. Deviations within the 10% cap for major changes.

All changes were within the "Fungibility" standards adopted for the 2001 Capital Fund Plan. These standards allow the movement of work items throughout the approved Five-Year Action Plan.

3. Deviations between years one and two of the approved Annual Statement.

Replacement of roofs due to deterioration in IL 47-5 Gillespie and the installation of security lighting in IL 47-3 Staunton, 47-4 Virden, 47-6 Benld, 47-8 Girard, 47-10 Gillespie, 47-12 Staunton, 47-13 Bunker Hill, 47-14 Gillespie, 47-20 Palmyra. has been brought forward in the 2000 Capital Fund five-year plan.

4. Actual fund obligations and expenditures as compared to the budgeted amounts.

The actual fund obligations and expenditures will be within the budgeted amounts.

5. Performance with respect to the target dates established in the implementation schedule. Target dates established in the implementation schedule are being maintained.

Summary of resident and local/tribal government comments.

The Macoupin County Housing Authority distributed the Performance and Evaluation Draft Report to the county board chairman, the Macoupin County Housing Board of Commissioners and the resident advisory board members. In addition the housing residents were notified that a copy of the draft report was available for their review and comments at the housing office. This report was available for review and comment from June 1, 2001 to July 2, 2001. There were no comments received by the housing authority on the Draft Performance and Evaluation Report. The Board of Directors approved this report at their July board meeting.

Sincerely,

Margaret (Peg) Barkley
Executive Director

Attachment N

Annual Statement / Attachment O
Performance and Evaluation Report
 Comprehensive Grant Program (CGP) **Part 1 Summary**
 HA NAME

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

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

MACOUPIN COUNTY HOUSING AUTHORITY

Comprehensive Grant Number
 IL06P04750100

FFY of Grant Approval
 2000

Original Annual Statement Reserve for Disaster/Emergencies Revised Annual Statement/Revision Number 1 Performance and Evaluation Report for Program Year Ending 01
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds	\$0			
2	1406 Operations	\$36,760	\$36,760	\$16,248.36	\$16,248
3	1408 Management Improvements	\$71,608	\$71,608	\$26,932.15	\$26,932
4	1410 Administration	\$67,983	\$67,983	\$33,893.43	\$33,893
5	1411 Audit	\$0			
6	1415 Liquidated Damages	\$0			
7	1430 Fees and Costs	\$31,000	\$31,000	\$0	\$0
8	1440 Site Acquisition	\$0			
9	1450 Site Improvement	\$50,000	\$93,000	\$0	\$0
10	1460 Dwelling Structures	\$213,500	\$202,400	\$0	\$0
11	1465.1 Dwelling Equipment - Nonexpendable	\$0			
12	1470 Nondwelling Structures	\$220,000	\$220,000	\$8,500.00	\$8,500.00
13	1475 Nondwelling Equipment	\$50,000	\$50,000	\$0	\$0
14	1485 Demolition	\$0			
15	1490 Replacement Reserve	\$0			
16	1495.1 Relocation Costs	\$0			
17	1498 Mod Used for Development	\$0			
18	1502 Contingency (may not exceed 8% of line 19)	\$33,339	\$1,439	\$0	
19	Amount of Annual Grant (Sum of lines 2-18)	\$774,190	\$774,190	\$85,573.94	\$85,573.94
20	Amount of line 19 Related to LBP Activities	\$0	\$0		
21	Amount of line 19 Related to Section 504 Compliance	\$0	\$0		
22	Amount of line 19 Related to Security	\$93,000	\$93,000		
23	Amount of line 19 Related to Conservation Measures	\$200,000	\$200,000		

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

Signature of Executive Director _____ Date (mm/dd/yyyy) _____ Signature of Public Housing Director/Office American Programs Administrator _____ Date(mm/dd/yyyy) _____

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

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

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

Development Number/Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Costs		Total Actual Cost		Status of Proposed Work(2)
				Original	Revised (1)	Funds Obligated	Funds Expended (2)	
PHA Wide Operating	Customer Services Representative	1406		\$25,200	25,200.00	13,871.56	13,871.56	
	Fringes			\$7,560	\$7,560.00	\$2,376.80	\$2,376.80	
	Resident Initiatives/Customer Service Programs			\$4,000	\$4,000.00	0	0	
	Subtotal				\$36,760	\$36,760.00	\$16,248.36	\$16,248.36
PHA Wide Management Improvements	Resident services coordinator	1408		\$31,237	\$31,237	\$14,973.78	\$14,973.78	
	fringes (30%)			\$9,371	\$9,371	\$3,803.13	\$3,803.13	
	Commissioner Training			\$10,000	\$10,000	\$1,767.72	\$1,767.72	
	Computer Software Upgrades			\$5,000	\$5,000	\$0.00	\$0.00	
	Housing Needs Assessment/Mkt study			\$6,000	\$6,000	\$0.00	\$0.00	
	Staff Training			<u>\$5,000</u>	\$5,000	\$3,604.50	\$3,604.50	
	Grant Writing Assistance			<u>\$5,000</u>	\$5,000	\$2,783.02	\$2,783.02	
Subtotal			\$71,608	\$71,608	\$26,932.15	\$26,932.15		
PHA Wide	Director of Technical Services (70%)	1410		\$30,870	\$30,870	\$17,532.18	\$17,532.18	
	Clerical Support			\$21,425	\$21,425	\$10,306.66	\$10,306.66	
	fringes (30%)			<u>\$15,688</u>	<u>\$15,688</u>	\$6,054.59	\$6,054.59	
Subtotal			\$67,983	\$67,983	\$33,893.43	\$33,893.43		
Fees and Costs	A/E Fees	1430		\$15,000	\$15,000	\$0	\$0	
	Capital Program update			<u>\$6,000</u>	<u>\$6,000</u>	\$0	\$0	
	Physical Needs Assessment			<u>\$10,000</u>	<u>\$10,000</u>	\$0	\$0	
Subtotal			\$31,000	\$31,000	\$0	\$0		

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Date (mm/dd/yyyy)

Signature of Public Housing Director/Office American Programs Administrator Date(mm/dd/yyyy)

form HUD-52837 (9/98)

ref Handbook7485.3

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

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

Development Number/Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Costs		Total Actual Cost		Statues of Proposed Work (2)
				Original	Revised (1)	Funds Obligated	Funds Expended (2)	
Site Improvements	Replace Sewer Lines IL 47-4 Virden	1450	40	\$50,000	\$0	\$0	\$0	
	Subtotal			\$50,000	\$0	\$0	\$0	
Site Improvements	Install additional security lights IL 47-3 Staunton	1450		\$0	\$12,000	\$0	\$0	Under Contract 3/19/01
	Subtotal			\$0	\$12,000	\$0	\$0	
Site Improvements	Install additional security lights IL 47-4 Virden	1450		\$0	\$20,000	\$0	\$0	Under Contract 3/19/01
	Subtotal			\$0	\$20,000	\$0	\$0	
Site Improvements	Install additional security lights IL 47-6 Bunker	1450		\$0	\$3,000	\$0	\$0	Under Contract 3/19/01
	Subtotal			\$0	\$3,000	\$0	\$0	
Site Improvements	Install additional security lights IL 47-8 Girard	1450		\$0	\$12,000	\$0	\$0	Under Contract 3/19/01
	Subtotal			\$0	\$12,000	\$0	\$0	

Site Improvements	Install additional security lights IL 47-10 Gilles	1450		\$0	\$6,000	\$0	\$0	Under Contract 3/19/01
	Subtotal			\$0	\$6,000	\$0	\$0	

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Annual Statement / Performance and Evaluation Report
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U.S. Department of Housing and Urban Development
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Development Number/Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Costs		Total Actual Cost		Statues of Proposed Work (2)
				Original	Revised (1)	Funds Obligated	Funds Expended (2)	
Site Improvements	Install additional security lights IL 47-12 Staun	1450		\$0	\$10,000	\$0	\$0	Under Contract 3/19/01
	Subtotal			\$0	\$10,000	\$0	\$0	
Site Improvements	Install additional security lights IL 47-13 Bunk	1450		\$0	\$10,000	\$0	\$0	Under Contract 3/19/01
	Subtotal			\$0	\$10,000	\$0	\$0	
Site Improvements	Install additional security lights IL 47-14 Gilles	1450		\$0	\$12,000	\$0	\$0	Under Contract 3/19/01
	Subtotal			\$0	\$12,000	\$0	\$0	
Site Improvements	Install additional security lights IL 47- 20 Palm	1450		\$0	8,000	\$0	\$0	Under Contract 3/19/01

		Subtotal			\$0	\$8,000	\$0	\$0
IL 47-1	Install Splashguards behind range	1460	12	\$2,400	\$2,400	\$0	\$0	\$0
Benld	Install Telephone/TV jacks in bedrooms		12	\$3,300	\$0	\$0	\$0	\$0
		Subtotal		\$5,700	\$2,400	\$0	\$0	\$0

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U.S. Department of Housing
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Development Number/Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Costs		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated	Funds Expended (2)	
IL 47-2	Install splashguards behind range	1460	46	\$3,650	\$0	\$0	\$0	
Carlinville	Install Telephone/TV jacks in bedrooms		46	\$12,000	\$0	\$0	\$0	
	Subtotal			\$15,650	\$0	\$0	\$0	
IL 47-3	Remove asbestos fittings in mechanical rooms	1460	24	\$24,000	\$0	\$0	\$0	
Staunton	Install Telephone/TV jacks in bedrooms		24	\$6,300	\$0	\$0	\$0	

Girard	Install Telephone/TV jacks in bedrooms		20	\$5,300	\$0	\$0	\$0
	Remove asbestos fittings in mechanical rooms		20	\$20,000	\$0	\$0	\$0
	Subtotal			\$29,300	\$0	\$0	\$0
IL 47-9 Carlinville	Install Telephone/TV jacks in bedrooms	1460	20	<u>\$4,900.00</u>	<u>\$0</u>	\$0	\$0
	Subtotal			\$4,900	\$0	\$0	\$0
IL 47-10	Install Telephone/TV jacks in bedrooms	1460	20	<u>\$4,900.00</u>	<u>\$0.00</u>	\$0	\$0
	Subtotal			\$4,900	\$0	\$0	\$0
IL 47-11 Virden	Install Telephone/TV jacks in bedrooms	1460	10	<u>\$2,100</u>	<u>\$0</u>	\$0	\$0
	Subtotal			\$2,100	\$0	\$0	\$0
IL 47-12 Staunton	Install splashguards behind range	1460	18	<u>\$3,600</u>	\$0	\$0	\$0
	Install Telephone/TV jacks in bedrooms		18	\$4,200	\$0	\$0	\$0
	Replace kitchen cabinets		18	\$45,000	\$0	\$0	\$0
	Subtotal			\$52,800	\$0	\$0	\$0

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Annual Statement / Performance and Evaluation Report
Part II : Supporting Pages

**U.S. Department of Housing
and Urban Development**

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Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

Development Number/Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Costs		Total Actual Cost		Statuses of Proposed Work (2)
				Original	Revised (1)	Funds Obligated	Funds Expended (2)	
IL 47-13 Bunker Hill	Install splashguards behind range	1460	12	\$2,400	\$0	\$0	\$0	
	Install Telephone/TV jacks in bedrooms		12	\$2,700	\$0	\$0	\$0	
	Subtotal			\$5,100	\$0	\$0	\$0	
IL 47-14 Gillespie	Install splashguards behind range	1460	20	\$4,000	\$0	\$0	\$0	
	Install Telephone/TV jacks in bedrooms		20	\$4,750	\$0	\$0	\$0	
	Subtotal			\$8,750	\$0	\$0	\$0	
IL 47-15 Carlinville	Install Telephone/TV jacks in bedrooms	1460	20	\$4,500	\$0	\$0	\$0	
	Subtotal				\$4,500	\$0	\$0	\$0
IL 47-16 Staunton	Install Telephone/TV jacks in bedrooms	1460	20	\$4,500	\$0	\$0	\$0	
	Subtotal				\$4,500	\$0	\$0	\$0
IL 47-17 Gillespie	Install Telephone/TV jacks in bedrooms	1460	20	\$4,500	\$0	\$0	\$0	
	Subtotal				\$4,500	\$0	\$0	\$0

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Development Number/Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Costs		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated	Funds Expended (2)	
IL 47-18 Bunker Hill	Install Telephone/TV jacks in bedrooms	1460	14	<u>\$3,400.00</u>	\$0	\$0	\$0	
	Subtotal			\$3,400.00	\$0	\$0	\$0	
IL 47-19 Mt. Olive	Install Telephone/TV jacks in bedrooms	1460	10	<u>\$2,600.00</u>	\$0.00	\$0	\$0	
	Subtotal			\$2,600.00	\$0	\$0	\$0	
IL 47-20 Palmyra	Install splashguards behind range	1460	10	<u>\$2,400.00</u>	\$0.00	\$0	\$0	
	Install Telephone/TV jacks in bedrooms			\$2,600.00	\$0	\$0	\$0	
	Subtotal			\$5,000.00	\$0	\$0	\$0	
PHA Wide	New Maintenance storage building	1470		\$220,000.00	\$220,000	\$8,500	\$8,500	To bid in June
	Subtotal			\$220,000.00	\$220,000	\$8,500	\$8,500	
PHA Wide	Maintenance vehicles and tools	1475		\$40,000	\$40,000	\$0	\$0	
	Computer Equipment			<u>\$10,000</u>	<u>\$10,000</u>	\$0	\$0	
	Subtotal			\$50,000	\$50,000	\$0	\$0	
PHA Wide	Contingency	1502		<u>\$33,339</u>	\$1,439	\$0	\$0	

IL 47-20	9/30/02	9/30/02	9/30/03	9/30/03
1406	9/30/02	9/30/02	9/30/03	9/30/03
1408	9/30/02	9/30/02	9/30/03	9/30/03
1410	9/30/02	9/30/02	9/30/03	9/30/03
1430	9/30/02	9/30/02	9/30/03	9/30/03
1450	9/30/02	9/30/02	9/30/03	9/30/03
1475	9/30/02	9/30/02	9/30/03	9/30/03
1502	9/30/02	9/30/02	9/30/03	9/30/03

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y)

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v)

y)

Part II: Contracts Awarded

1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	\$	
B. Total dollar amount of contracts awarded to Section 3 businesses	\$	
C. Percentage of the total dollar amount that was awarded to Section 3 businesses		%
D. Total number of Section 3 businesses receiving contracts		

2. Non-Construction Contracts:

A. Total dollar amount of all non-construction contracts awarded on the project/activity	\$	
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$	
C. Percentage of the total dollar amount that was awarded to Section 3 businesses		%
D. Total number of Section 3 businesses receiving non-construction contracts		

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contacts with community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below.

Public reporting burden for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u., mandates that the Department ensure that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as a self-monitoring tool. The data is entered into a data base and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

Instructions: This form is to be used to report annual accomplishments regarding employment and other economic opportunities provided to low- and very low-income persons under Section 3 of the Housing and Urban Development Act of 1968. The Section 3 regulations apply to any **public and Indian Housing programs** that receive: (1) development assistance pursuant to Section 5 of the U.S. Housing Act of 1937; (2) operating assistance pursuant to Section 9 of the U.S. Housing Act of 1937; or (3) modernization grants pursuant to Section 14 of the U.S. Housing Act of 1937 and to **recipients of housing and community development assistance in excess of \$200,000** expended for: (1) housing rehabilitation (including reduction and abatement of lead-based paint hazards); (2) housing construction; or (3) other public construction projects; and to **contracts and subcontracts in excess of \$100,000** awarded in connection with the Section-3-covered activity.

Form HUD-60002 has three parts which are to be completed for all programs covered by Section 3. Part I relates to **employment and training**. The recipient has the option to determine numerical employment/training goals either on the basis of the number of hours worked by new hires (columns B, D, E and F) or the number of new hires utilized on the Section 3 covered project (columns B, C and F). Part II of the form relates to **contracting**, and Part III summarizes recipients' **efforts** to comply with Section 3.

Recipients or contractors subject to Section 3 requirements must maintain appropriate documentation to establish that HUD financial assistance for housing and community development programs were directed toward low- and very low-income persons.* A recipient of Section 3 covered assistance shall submit two copies of this report to the local HUD Field Office. Where the program providing assistance requires an annual performance report, this Section 3 report is to be submitted at the same time the program performance report is submitted. Where an annual performance report is not required, this Section 3 report is to be submitted by January 10 and, if the project ends before December 31, within 10 days of project completion. **Only Prime Recipients are required to report to HUD. The report must include accomplishments of all recipients and their Section 3 covered contractors and subcontractors.**

HUD Field Office: Enter the Field Office name forwarding the Section 3 report.

1. Recipient: Enter the name and address of the recipient submitting this report.
2. Federal Identification: Enter the number that appears on the award form (with dashes). The award may be a grant, cooperative agreement or contract.
3. Dollar Amount of Award: Enter the dollar amount, rounded to the nearest dollar, received by the recipient.
- 4 & 5. Contact Person/Phone: Enter the name and telephone number of the person with knowledge of the award and the recipient's implementation of Section 3.
6. Reporting Period: Indicate the time period (months and year) this report covers.
7. Date Report Submitted: Enter the appropriate date.

Submit two (2) copies of this report to the to the HUD Field Office of Fair Housing and Equal Opportunity, Program Operations and Compliance Center Director, at the same time the performance report is submitted to the program office. For those programs where such a report is not required, the Section 3 report is submitted by January 10. Include only contracts executed during the reporting period specified in item 8. PHAs/HAs are to report all contracts/subcontracts.

* The terms "low-income persons" and "very low-income persons" have the same meanings given the terms in section 3(b)(2) of the United States Housing Act of 1937. **Low-income persons** mean families (including single persons) whose incomes do not exceed 80 per centum of the median income for the area, as determined by the Secretary, with

8. Program Code: Enter the appropriate program code as listed at the bottom of the page.
9. Program Name: Enter the name of the HUD Program corresponding with the "Program Code" in number 8.

Part I: Employment and Training Opportunities

Column A: Contains various job categories. Professionals are defined as people who have special knowledge of an occupation (i.e., supervisors, architects, surveyors, planners, and computer programmers). For construction positions, list each trade and provide data in columns B through F for each trade where persons were employed. The category of "Other" includes occupations such as service workers.

Column B: Enter the number of new hires for each category of workers identified in **Column A** in connection with this award. New Hire refers to a person who is not on the contractor's or recipient's payroll for employment at the time of selection for the Section 3 covered award or at the time of receipt of Section 3 covered assistance.

Column C: Enter the number of Section 3 new hires for each category of workers identified in **Column A** in connection with this award. Section 3 new hire refers to a Section 3 resident who is not on the contractor's or recipient's payroll for employment at the time of selection for the Section 3 covered award or at the time of receipt of Section 3 covered assistance.

Column D: Enter the percentage of all the staff hours of new hires (Section 3 residents) in connection with this award.

Column E: Enter the percentage of the total staff hours worked for Section 3 employees and trainees (including new hires) connected with this award. Include staff hours for part-time and full-time positions.

Column F: Enter the number of Section 3 residents that were employed and trained in connection with this award.

Part II: Contract Opportunities

Block 1: Construction Contracts

Item A: Enter the total dollar amount of all contacts awarded on the project/program.

Item B: Enter the total dollar amount of contracts connected with this project/program that were awarded to Section 3 businesses.

Item C: Enter the percentage of the total dollar amount of contracts connected with this project/program awarded to Section 3 businesses.

Item D: Enter the number of Section 3 businesses receiving awards.

Block 2: Non-Construction Contracts

Item A: Enter the total dollar amount of all contacts awarded on the project/program.

Item B: Enter the total dollar amount of contracts connected with this project awarded to Section 3 businesses.

Item C: Enter the percentage of the total dollar amount of contracts connected with this project/program awarded to Section 3 businesses.

Item D: Enter the number of Section 3 businesses receiving awards.

Part III: Summary of Efforts - Self-explanatory

adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 80 per centum of the median for the area on the basis of the Secretary's findings such that variations are necessary because of prevailing levels of construction costs or unusually high- or low-income families. **Very low-income persons** mean low-income families (including single persons) whose incomes do not exceed 50 per centum of the median family income for the area, as determined by the Secretary with adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 50 per centum of the median for the area on the basis of the Secretary's findings that such variations are necessary because of unusually high or low family incomes.