

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

Small PHA Plan Update
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: New Castle Housing Authority

PHA Number: IN050

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

PHA Plan Contact Information:

Name: Jerry W. Cash

Phone: 765/529-1517

TDD: 765/521-3101

Email (if available): jerry@sui.net

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

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

Main administrative office of the local, county or State government

Public library

PHA website

Other (list below)

New Castle Housing Authority

Section 8 Administrative Offices

720 So. 15th Street

New Castle, Indiana

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)

PHA Programs Administered:

Public Housing and Section 8

Section 8 Only

Public Housing Only

Annual PHA Plan

Fiscal Year 2001

[24 CFR Part 903.7]

i. Table of Contents

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

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ii. Executive Summary

[24 CFR Part 903.7 9 (r)]

At PHA option, provide a brief overview of the information in the Annual Plan

1. Summary of Policy or Program Changes for the Upcoming Year

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

The Housing Authority will undertake revisions to the Admissions & Continued Occupancy Policy and to the Dwelling Lease related to implementation of applicable portions of the Quality Housing and Work Responsibility Act of 1998 (QHWRA) and other changes in HUD Rules & Regulations. Specifically, the HA will implement policy and/or lease revisions related to the Community Service Requirement, Pets in Public Housing, etc.

2. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Yes No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ 250,411

C. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

(1) Capital Fund Program 5-Year Action Plan

The Capital Fund Program 5-Year Action Plan is provided as Attachment

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment B.

3. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability: 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 next component ; if "yes", complete one activity description for each development.)

2. Activity Description

Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)

- 1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition Disposition
3. Application status (select one) Approved Submitted, pending approval Planned application
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 6. Coverage of action (select one) Part of the development Total development
7. Relocation resources (select all that apply) Section 8 for units Public housing for units Preference for admission to other public housing or section 8 Other housing for units (describe below)
8. Timeline for activity: a. Actual or projected start date of activity: b. Actual or projected start date of relocation activities: c. Projected end date of activity:

4. Voucher Homeownership Program

[24 CFR Part 903.7 9 (k)]

- A. 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 next component; if "yes", describe each program using the table below (copy and complete questions for each program identified.)

B. Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- Establishing a minimum homeowner downpayment requirement of at least 3 percent and requiring that at least 1 percent of the downpayment comes from the family's resources

Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

5. Safety and Crime Prevention: PHDEP Plan

[24 CFR Part 903.7 (m)]

Exemptions Section 8 Only PHAs may skip to the next component PHAs eligible for 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?

B. What is the amount of the PHA's estimated or actual (if known) PHDEP grant for the upcoming year? \$ _____

C. Yes No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.

D. Yes No: The PHDEP Plan is attached at Attachment _____

6. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board (RAB) Recommendations and PHA Response

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 Attached at Attachment (File name) E.

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

The PHA changed portions of the PHA Plan in response to comments received from the Resident Advisory Board.

A list of these changes is included

Yes No: below or

Yes No: at the end of the RAB Comments in Attachment E.

Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the at the end of the RAB Comments in Attachment ____.

Other: (list below)

B. 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 Indiana
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 specific initiatives contained in the Consolidated Plan. (list such initiatives below)

Other: (list below)

. PHA Requests for support from the Consolidated Plan Agency

Yes No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

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

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

A. Substantial Deviation from the 5-year Plan: A Substantial Deviation from the 5-year Plan is defined by the Housing Authority as a substantive change in the Mission Statement of the Agency and/or the addition, elimination or substantial revision of one or more Goals as originally adopted in the 5 year Plan and/or subsequent Annual Plan Updates.

B. Significant Amendment or Modification to the Annual Plan: A Significant Amendment or Modification to the Annual Plan is defined by the Housing Authority as a substantive revision to the Administrative Policies of the Housing Authority, including the Public Housing Admissions & Continued Occupancy Policy, the Public Housing Rent Determination Policy, and the Section 8 Administrative Plan. However, the adoption or incorporation into existing Policy of non-discretionary policy changes to reflect mandatory change in program rules and regulations as enacted by Congress or as required by HUD are not considered to be a Significant Amendment unless they include the adoption of other discretionary policy.

Attachment A

Supporting Documents Available for Review

PHAs are to 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 Related Plan Component

- | | | |
|---|---|--|
| X | PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations and Annual Plans | 5 Year |
| X | State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update) | 5 Year and Annual Plans |
| X | Fair Housing Documentation Supporting Fair Housing Certifications: 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 | Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located 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/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X | Any policy governing occupancy of Police Officers in Public Housing check here if included in the public housing A&O Policy | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X | Section 8 Administrative Plan | Annual Plan: Eligibility, Selection, and Admissions Policies |

X Public housing rent determination policies, including the method for setting public housing flat rents 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 check here if included in the public housing A & O Policy Annual Plan: Rent Determination

X Section 8 rent determination (payment standard) policies check here if included in Section 8 Administrative Plan Annual Plan: Rent Determination

X Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation) Annual Plan: Operations and Maintenance

X Results of latest binding Public Housing Assessment System (PHAS) Assessment Annual Plan: Management and Operations

X Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary) Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency

X Results of latest Section 8 Management Assessment System (SEMAP) Annual Plan: Management and Operations

N/A Any required policies governing any Section 8 special housing types check here if included in Section 8 Administrative Plan Annual Plan: Operations and Maintenance

X Public housing grievance procedures check here if included in the public housing A & O Policy Annual Plan: Grievance Procedures

X Section 8 informal review and hearing procedures 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 any active grant year Annual Plan: Capital Needs

X Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants Annual Plan: Capital Needs

N/A Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing Annual Plan: Capital Needs

X Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA). Annual Plan: Capital Needs

N/A Approved or submitted applications for demolition and/or disposition of public housing Annual Plan: Demolition and Disposition

N/A Approved or submitted applications for designation of public housing (Designated Housing Plans) Annual Plan: Designation of Public Housing

N/A Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937 Annual Plan: Conversion of Public Housing

N/A Approved or submitted public housing homeownership programs/plans Annual Plan: Homeownership

N/A Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan) Annual Plan: Homeownership

X Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies Annual Plan: Community Service & Self-Sufficiency

N/A FSS Action Plan/s for public housing and/or Section 8 Annual Plan: Community Service & Self-Sufficiency

X Section 3 documentation required by 24 CFR Part 135, Subpart E Annual Plan: Community Service & Self-Sufficiency

N/A Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports Annual Plan: Community Service & Self-Sufficiency

N/A The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report Annual Plan: Safety and Crime Prevention

N/A PHDEP-related documentation: · Baseline law enforcement services for public housing developments assisted under the PHDEP plan; · Consortium agreement/s between the PHAs

participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15); ·

Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; · Coordination with other law enforcement efforts; · Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and · All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan.

Annual Plan: Safety and Crime Prevention

X Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) check here if included in the public housing A & O Policy Pet Policy

X The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings Annual Plan: Annual Audit

N/A Troubled PHAs: MOA/Recovery Plan Troubled PHAs

Other supporting documents (optional) (list individually; use as many lines as necessary) (specify as needed)

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

PHA Name: **New Castle Housing Authority** Grant Type and Number **CIAP Capital Fund Program**

Grant No: **IN 36P05090799** Replacement Housing Factor Grant No:

Federal FY of Grant:

1999

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:) Performance and Evaluation Report for Period Ending: 12/31/2000 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost	Total Actual Cost
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	Original	Revised Obligated	Expended
1	Total non-CFP Funds		
2	1406 Operations	10,000	10,000
3	1408 Management Improvements	Soft Costs	
		Hard Costs	
4	1410 Administration		
5	1411 Audit		
6	1415 Liquidated Damages		
7	1430 Fees and Costs	17,850	15,900 14,582
8	1440 Site Acquisition		
9	1450 Site Improvement		
10	1460 Dwelling Structures	192,524	192,524 192,524
11	1465.1 Dwelling Equipment—Nonexpendable		
12	1470 Nondwelling Structures	24,000	0 0
13	1475 Nondwelling Equipment		
14	1485 Demolition		
15	1490 Replacement Reserve		
16	1492 Moving to Work Demonstration		
17	1495.1 Relocation Costs		
18	1499 Development Activities		
19	1502 Contingency		

Amount of Annual Grant: (sum of lines.....) 244,374 218,424 218,424

Amount of line XX Related to LBP Activities

Amount of line XX Related to Section 504 compliance

Amount of line XX Related to Security –Soft Costs
 Amount of Line XX related to Security-- Hard Costs
 Amount of line XX Related to Energy Conservation Measures
 Collateralization Expenses or Debt Service

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

PHA Name: New Castle Housing Authority Grant Type and Number CIAP Capital Fund Program
 Grant No: IN36P05090799 Replacement Housing Factor Grant No: Federal FY of Grant:
 1999

Development Number	Name/HA-Wide Activities	General Description of Major Work Categories	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work
Dev. Acct No.						
HA Wide	Salary & fringe benefits for p/t HQS Inspector and purchase computer software & equipment		1406	10,000	10,000	10,000 Complete
HA Wide	Architect & Engineering Fees		1430		17,850	15,900*
	14,582 In progress					
IN 050-1	Remove & re-caulk exterior building panels		1460		10,500	
	49,980* 35,986 95% Complete					
IN 050-1	Replace roof-top ventilation		1460		19,024	31,466*
	31,466 Complete					
IN 050-2	Replace windows		1460	163,000	81,544*	72,071 In progress
IN 050-2	Additions/enhancements to Playgrounds		1470		24,000	
	0* 0* Not started					

* A budget revision was submitted for this grant and it was approved on 03/06/2001 reflecting line item adjustments related to actual bid prices for work items.

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule

PHA Name: New Castle Housing Authority Grant Type and Number CIAP Capital Fund Program No: IN
 36P05090799 Replacement Housing Factor No: Federal FY of Grant: 1999

Development Number	Name/HA-Wide	Activities			All Fund Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)	Reasons for Revised Target Dates
		Original	Revised	Actual			
HA-Wide		07/30/00	10/30/00	0001/31/01	10/30/00	10/30/00	Bids were readvertised resulting in a delay in start-up
IN 50-1		07/30/00	10/30/00	0001/31/01	10/30/00	10/30/00	Bids were readvertised resulting in a delay in start-up
IN 50-2		07/30/00	10/30/00	0001/31/01	10/30/00	10/30/00	Bids were readvertised resulting in a delay in start-up

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

PHA Name: New Castle Housing Authority Grant Type and Number Capital Fund Program Grant No:
 IN36P05050100 Replacement Housing Factor Grant No: Federal FY of Grant: 2000
 Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:) Performance and Evaluation Report for Period Ending: 12/31/2000 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	25,000	25,000	25,000	25,000
3	1408 Management Improvements				
	Soft Costs				
	Management Improvements				
	Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	20,000	18,000	0	0
8	1440 Site Acquisition				
9	1450 Site Improvement	82,500	25,000	0	0
10	1460 Dwelling Structures	109,500	162,485	25,075	25,075
11	1465.1 Dwelling Equipment—Nonexpendable				

12	1470 Nondwelling Structures	0	15,000	0	0
13	1475 Nondwelling Equipment	8,485	0	0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				

Amount of Annual Grant: (sum of lines.....) 245,845 245,845 50,075 50,075
Amount of line XX Related to LBP Activities
Amount of line XX Related to Section 504 compliance 12,000 10,450 2,950 2,950
Amount of line XX Related to Security –Soft Costs
Amount of Line XX related to Security-- Hard Costs
Amount of line XX Related to Energy Conservation Measures
Collateralization Expenses or Debt Service

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

PHA Name: New Castle Housing Authority Grant Type and Number Capital Fund Program Grant No: IN36P05050100 Replacement Housing Factor Grant No: Federal FY of Grant: 2000

Development Number	Name/HA-Wide Activities	General Description of Major Work Categories			
Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work	
HA Wide	Operations (Salary & Fringe Benefits for p/t UPCS Inspector, Install ADA Doors in HA Offices, Labor for Warranty Repairs to HVAC Equipment		1406	25,000	25,000
	25,000 25,000 Completed				
HA Wide	A & E Services	1430	20,000	18,000	0 0 RFP Issued
IN 050-1	Demolish & Replace Deteriorated Walks/Parking Lot Sections			1450	
	37,500 0 0 0				
IN 050-2	Demolish & Replace Deteriorated Walks/Patios			1450	45,000
	25,000 0 0				
IN 050-2	Demolish & Replace Privacy Screens		1460	10,000	20,000
	0 0				
IN 050-1	Renovate Front Office Foyer Area		1460	8,000	3,485 0
	0				
IN 050-1	Remove & Replace Hot Water Heating System			1460	7,500
	0 0 0				
IN 050-2	Continue Window & Exterior Door & Door Jamb Replacements			1460	
	45,000 116,500 25,075 0				
IN 050-1	Renovate Public Restrooms for ADA		1460	12,000	7,500
	0 0				
IN 050-2	Renovate Playground Equipment		1470	0	15,000 0
	0				
IN 050-1	Purchase Carpet Extractor & Laundry Room Equipment			1475	
	8,485 0 0 0				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule

PHA Name: New Castle Housing Authority Grant Type and Number Capital Fund Program No:
 IN36P05050100 Replacement Housing Factor No: Federal FY of Grant: 2000

Development Number	Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)	Reasons for Revised Target Dates
		Original	Revised	Actual		
HA Wide	08/31/0004/30/01	0/31/02			A&E Contract Awarded 02/24/01	
IN 050-1	08/31/0004/30/01	01/31/02			A&E Contract Awarded 02/24/01	
IN 050-2	08/31/0004/30/01	01/31/02			A&E Contract Awarded 02/24/01	

Capital Fund Program Five-Year Action Plan Part I: Summary

PHA Name NEW CASTLE HOUSING AUTHORITY Original 5-Year Plan Revision
 No: 1

Development Number/Name/HA-Wide Year 1 Work Statement for Year 2 FFY Grant: 2001 PHA FY: 6/30/02 Work Statement for Year 3 FFY Grant: 2002 PHA FY: 6/30/03 Work Statement for Year 4 FFY Grant: 2003 PHA FY: 6/30/04 Work Statement for Year 5 FFY Grant: 2004 PHA FY: 6/30/05

HA Wide	Annual Statement	Operations - 25,000	Operations - 25,000
	Operations - 25,000	Operations - 25,000	
HA Wide	Fees & Costs - 20,000	Fees & Costs - 20,000	Fees & Costs - 20,000
	Fees & Costs - 20,000		
IN050-1	Site Improvement - 67,000		
IN050-2	Site Improvement - 73,000	Site Improvement - 35,500	Site Improvement - 25,000
IN050-1	Dwelling Structures - 140,000	Dwelling Structures - 205,500	
IN050-2	Dwelling Structures - 50,411	Dwelling Structures - 30,000	Dwelling Structures - 180,000
IN050-1	Dwelling Structures		
IN050-2	Non-Dwelling Structures - 15,000		

Total CFP Funds (Est.) 245,845 250,411 250,500 250,500 250,500
 Total Replacement Housing Factor Funds

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

Activities for Year 1 Activities for Year : _2_ FFY Grant: 2001 PHA FY: 6/30/02 Activities for Year: __3_ FFY Grant: 2002 PHA FY: 6/30/03

1406	Operations	25,000	1406	Operations	25,000
1430	Fees & Costs	20,000	1430	Fees & Costs	20,000
1450	Upgrade Parking at 50-1	67,000	1450	Install Retainer Wall & Drainage at 50-2	35,500
1450	Repair Walks/Patios/ Porches at 50-2	73,000	1460	Replace Roof at 50-2	140,000
1460	Continue Door Replacements at 50-2	50,411	1460	Hardwire Smoke Detectors at 50-2	18,000
			1460	Replace Street Lighting at 50-2	12,000

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

Activities for Year 1 Activities for Year : _4_ FFY Grant: 2003 PHA FY: 06/30/04 Activities for Year: __5_ FFY Grant: 2004 PHA FY: 06/30/05

1406	Operations	25,000	1406	Operations	25,000
1430	Fees & Costs	20,000	1430	Operations	20,000
1450	Continue Walk/Patio/ Porch Repairs at 50-2	25,000			
1460	Replace A/C Compressors at 50-2	35,000	1460	Replace Kitchen Cabinets at 50-1	205,500
1460	Replace Kitchen Cabinets at 50-2	145,500			

PHA Public Housing Drug Elimination Program Plan

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

Section 1: General Information/History

A. Amount of PHDEP Grant \$ _____

B. Eligibility type (Indicate with an "x") N1 _____ N2 _____
R _____

C. FFY in which funding is requested _____

D. Executive Summary of Annual PHDEP Plan

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

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area. Unit count information should be consistent with that available in PIC.

PHDEP Target Areas (Name of development(s) or site) Total # of Units within the PHDEP Target Area(s) Total Population to be Served within the PHDEP Target Area(s)

F. Duration of Program

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

12 Months _____ 18 Months _____ 24 Months _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an "x" by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. The

Fund Balances should reflect the balance as of Date of Submission of the PHDEP Plan. The Grant Term End Date should include any HUD-approved extensions or waivers. For grant extensions received, place "GE" in column or "W" for waivers.

Fiscal Year of Funding Submission	PHDEP Funding Received Grant Extensions or Waivers	Grant # Grant Start Date	Fund Balance as of Date of this Grant Term End Date
FY 1995			
FY 1996			
FY 1997			
FY1998			
FY 1999			

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

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

B. PHDEP Budget Summary

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

FFY _____ PHDEP Budget Summary Original statement Revised statement dated:

Budget Line Item	Total Funding
9110 – Reimbursement of Law Enforcement	
9115 - Special Initiative	
9116 - Gun Buyback TA Match	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	

TOTAL PHDEP FUNDING

C. PHDEP Plan Goals and Activities

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

9110 – Reimbursement of Law Enforcement Total PHDEP Funding: \$

Goal(s)

Objectives

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date
	PHEDEP Funding	Other Funding (Amount/ Source)	Performance Indicators	

- 1.
- 2.
- 3.

9115 - Special Initiative Total PHDEP Funding: \$

Goal(s)

Objectives

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date
	PHEDEP Funding	Other Funding (Amount/ Source)	Performance Indicators	

- 1.
- 2.
- 3.

9116 - Gun Buyback TA Match Total PHDEP Funding: \$

Goal(s)

Objectives

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date
	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators	

- 1.
- 2.
- 3.

9120 - Security Personnel Total PHDEP Funding: \$

Goal(s)

Objectives

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date
	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators	

- 1.
- 2.
- 3.

9130 – Employment of Investigators Total PHDEP Funding: \$

Goal(s)

Objectives

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date
	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators	

- 1.
- 2.
- 3.

9140 – Voluntary Tenant Patrol Total PHDEP Funding: \$

Goal(s)

Objectives

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date
	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators	

- 1.
- 2.
- 3.

9150 - Physical Improvements Total PHDEP Funding: \$

Goal(s)

Objectives

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date
	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators	

- 1.
- 2.
- 3.

9160 - Drug Prevention Total PHDEP Funding: \$

Goal(s)

Objectives

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date
	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators	

- 1.
- 2.
- 3.

9170 - Drug Intervention Total PHDEP Funding: \$

Goal(s)

Objectives

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date
	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators	

- 1.
- 2.
- 3.

9180 - Drug Treatment Total PHDEP Funding: \$

Goal(s)

Objectives

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date
	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators	

- 1.
- 2.
- 3.

9190 - Other Program Costs Total PHDEP Funds: \$

Goal(s)

Objectives

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date
	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators	

- 1.
- 2.
- 3.

Required Attachment D: Resident Member on the PHA Governing Board

1. Yes No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A.Name of resident member(s) on the governing board: Helen Smith

B.How was the resident board member selected: (select one)?

Elected

Appointed

C. The term of appointment is (include the date term expires): 12/31/2001

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.

Other (explain):

B. Date of next term expiration of a governing board member: 12/31/2001

C.Name and title of appointing official(s) for governing board (indicate appointing official for the next position): Sherman Boles, Mayor

City of New Castle, Indiana

Required Attachment D: Resident Member on the PHA Governing Board

1. Yes No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A.Name of resident member(s) on the governing board: Helen Smith

B.How was the resident board member selected: (select one)?

Elected

Appointed

C. The term of appointment is (include the date term expires):12/31/2001

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.

Other (explain):

B. Date of next term expiration of a governing board member:12/31/2001

C.Name and title of appointing official(s) for governing board (indicate appointing official for the next position): Sherman Boles, Mayor
City of New Castle, Indiana

Required Attachment E : Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

Helen Smith -	Representing Residents of Project 50-1, Maplewood Terrace
Lora Beerbower -	Representing Residents of Project 50-2, Gemini Apartments
Angela Short -	Representing Residents of Project 50-2, Gemini Apartments
Marcia Godfrey -	Representing Participants of the Section 8 Voucher Program

Required Attachment F : Resident Advisory Board Comments

The members of the Resident Advisory Board (RAB) were afforded an opportunity to review a draft of the Annual Plan which was mailed to each RAB member in advance of a Annual Plan Review Meeting held February 14, 2001. Two of the four RAB members attended the review meeting. Members in attendance were Lora Beerbower and Helen Smith.

The executive director, Jerry Cash reviewed the draft Annual Plan in detail and allowed an opportunity for comments and recommendations. Lora Beerbower, RAB member, recorded the comments and recommendations as follows:

Recommendation #1 - In response to a survey mailed to all RAB members regarding a proposed revision to the budget for CIAP Grant IN36P05090799, RAB member Lora Beerbower commented that she felt the proposal to delay playground renovations was only acceptable if there were assurance that the work would be given consideration in future grants.

Response - Mr. Cash informed Ms. Beerbower that her concerns would be included in planning for CFP Grant IN36P05050100. Accordingly, that grant budget was subsequently modified to set aside \$15,000 for playground renovations in the Gemini Apartments.

Recommendation #2 - In response to discussion of the proposed modernization activities for the Gemini Project, RAB member Lora Beerbower recommended the following:

That management conduct ongoing surveys of residents to gauge their satisfaction with the results of maintenance activities, including 1) how long it took to complete the repair; 2) how well was the repair performed; and 3) how many times the needed repair was reported by the tenant before it was scheduled and performed.

Response - Mr. Cash responded that management has previously mailed out impromptu questionnaires to tenants on a random basis to survey satisfaction with maintenance as well as other agency services such as HQS (now UPCS) inspections. He agreed that such surveys are useful and he agreed that an effort will be made to continue using this management tool as time and resources permit. He also informed the RAB members that so far, all such responses have been satisfactory or better. He also explained that the Resident Satisfaction Survey mailed by includes similar types of questions regarding resident satisfaction with maintenance and he agreed to provide each RAB member with information about the PHA's most recent Resident Satisfaction Survey results.

That management inspect the quality of the work currently being done by maintenance staff in the painting/refurbishing of the Poindexter Community Room.

Response - Mr. Cash responded that he would look into Ms. Beerbower's concerns that the painting being performed is not being done with adequate attention to detail. Accordingly, Mr. Cash inspected the painting progress and gave instructions to maintenance staff to pay more attention to detail. Specific assignments and instructions were also issued to maintenance staff to improve the level and quality of janitorial services in the kitchen and public restroom facilities of the Poindexter Community Room.

That since the CFP Modernization Grant includes funding to replace exterior doors and jambs in the Gemini Apartments, management should consider whether the current rear doors in Forrest Knoll building E which open to the outside might be changed in the bid specifications to open to the inside like all of the other doors in all of the other buildings.

Response - Mr. Cash indicated that the building in question has been previously reconstructed in 1996 as a result of major fire damage, and that the unusual opening arrangement for the rear doors in that building (as compared to all other buildings in the Gemini Project) arose from that reconstruction. He concurred with the recommendation that the rear door opening configuration for building E at Forrest Knoll Apartments should be standardized with all the rear doors in all other units when the design work for the modernization is completed.

That management should consider whether the currently utilized furnace filters are being changed as often as they should be. Tenant believes that the manufacturer of the filters recommends monthly filter changes.

Response - Mr. Cash indicated that he would check with the PHA maintenance crew and with the Heating and Air Conditioner Contractor who installed the furnaces to make sure that the correct filters are being used and that the correct standards are being met with regard to frequency of filter replacement.

There were no further comments or recommendations that were submitted for inclusion in the Annual Plan.

REQUIRED ATTACHMENT G:

Component 3, (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)]

Required Attachment H: Pet Policies

The New Castle Housing Authority has adopted Pet Policies for residents of Elderly/Disabled Projects and for Family Projects.

The Pet Policies are Chapter 10 and 11 respectively in the New Castle Housing Authority Admissions and Continued Occupancy Policy (ACOP) and the Pet Policies are referenced in the Public Housing Dwelling Lease. Both the ACOP and the Dwelling Lease were revised and submitted for public comment as part of the Annual Plan Update process.

Topics addressed in the ACOP concerning both Pet Policies are:

- Management of Pets
- Standards for Pets
- Pets Temporarily on Premises
- Designation of Pet-Free Areas
- Additional Fees and Deposits for Pets
- Alterations to Unit (prohibition against)
- Pet Waste Removal Charge
- Noise
- Cleanliness Requirements
- Pet Care
- Responsible Parties
- Inspections
- Pet Rule Violation Notice
- Notice for Pet Removal
- Termination of Tenancy
- Pet Removal
- Emergencies

Both the ACOP and the Dwelling Lease provide for exemptions and special consideration in the case of assistance animals required as an accommodation for a disability.

Required Attachment I: Community Service Requirement

The New Castle Housing Authority has adopted Policies and Procedures for implementation of the Community Service Requirement.

The Community Service is Chapter 16 in the New Castle Housing Authority Admissions and Continued Occupancy Policy (ACOP) and the related requirements and penalties for non-compliance are reflected in the Public Housing Dwelling Lease. Both the ACOP and the Dwelling Lease were revised and submitted for public comment as part of the Annual Plan Update process.

Topics addressed in the ACOP concerning the Community Service Requirement are:

- Requirement
- Exemptions
- Definition of Economic Self-Sufficiency Program
- Annual Determinations
- Non-Compliance
- PHA Responsibility
- PHA Implementation of Community Service Requirement

In addition to revisions in the ACOP and Dwelling Lease, forms have been developed for documentation of community service hours and contacts have been made with potential volunteer sites to establish procedures and relationships for implementation of the community service requirement. Notifications of the Community Service Requirement have been provided to residents in the form of newsletters and direct mailings.