

PHA Plans

5-Year Plan for Federal Fiscal Years 2000 - 2004
Annual Plan for Federal Fiscal Year 2001

Housing Authority of Danville
PHA Fiscal Year Beginning 04/2001
Board Approved on October 10, 2000

**PHA Plan
Agency Identification**

PHA Name: HOUSING AUTHORITY OF DANVILLE

PHA Number: KY14

PHA Fiscal Year Beginning: 04/2001

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)

HOUSING AUTHORITY MISSION STATEMENT

The Housing Authority of Danville is dedicated to providing this community with quality, affordable housing that is decent, well maintained and free from drugs and violent crime. We endeavor to provide livable communities that are made up of a diverse range of economic incomes so that the children of these communities have role models who are visibly striving to make economic gains for their families. We are committed to providing our residents with as many opportunities as possible to become economically self-sufficient. We shall do all of these things while serving our residents and neighboring citizens with the highest degree of professional courtesy, empathy and respect as we assist our residents towards becoming involved and productive members of our community.

B. Goals

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

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

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

- PHA Goal: Improve the quality of assisted housing
 - Objectives:
 - Improve public housing management: (PHAS score) 90+ for FYE 3/31/2002
 - 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: Air condition all units by 3/2002
 - Demolish or dispose of obsolete public housing: 5 Units by 3/2002
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)
 - Increase waiting list and reduce vacancies

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

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

- PHA Goal: Provide an improved living environment
 - Objectives:
 - Implement measures to de-concentrate poverty by bringing higher income public housing households into lower income developments: Increase number of working families at all sites by 3/2002
 - 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: Improve lighting, install security fencing at KY14-02, 04, 06, and 09 by 3/2002.
 - 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: Continue to fund educational programs through PHDEP-on going.
- Provide or attract supportive services to increase independence for the elderly or families with disabilities. Continue to sponsor Senior Companion Program.
- Other: (list below)

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability: Advertise in the local paper and establish a web site with FHEO statement by 6/2001
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- Other: (list below)

GOALS & OBJECTIVES

Goal	Objective
Address high eviction rate as the result of non-payment of rent by working families.	Develop partnerships among public and private entities by 2001(and on-going) to provide financial counseling with emphasis on forming cottage business opportunities for low-income households.

Goal	Objective
Establish alliances among the neighborhoods in the three cities where we work and live.	Motivate residents to improve their housing environment according to their own individual abilities by establishing resident leadership programs. Starting in October 2000 (and ongoing), use community service hours to improve site appearance through landscaping. Have community service hours shared with schools, Salvation Army, Hospice, Habitat for Humanity and Ephraim McDowell Regional Medical Center programs.
Retain current, and attract potential residents with a sufficient occupancy period to enable them to become self-sufficient.	October 2002, utilize a system of flat rents, upgrade units with air conditioning, new interiors and resident programs to compete with conventional market.
Address PHAS scores in management and physical assessment areas in anticipation of achieving "high performer" status.	By March 31, 2002, increase occupancy rate to 97 % and correct concrete and other physical deficiencies cited in the PHAS 2000 score.
Address residents' perception of what is required to ensure a safe environment at housing authority sites.	Starting in 2000, meet annually with resident groups to address results of the 2000 and annually conducted HUD initiated resident satisfaction surveys to develop action plan.
Implement first action plan resulting in the findings from the HUD initiated Residents' Satisfaction Survey to improve security for residents in public housing.	Based on outcome of first resident meeting, increase parking lot lighting and install security fences around Bate-Wood Homes and Burckley Drive by October 2002. By 2005, install security cameras at Arnold Tower. Staff members are currently wearing IDs and plan to have uniform style clothing by 2004.
Improve the community's perception of housing sites managed by the housing authority.	By October 2001, the housing authority will develop and implement an outreach program to meet with human resource directors of local industries on annual bases to promote affordable housing that is safe and attractive.
Maintain the housing authority's physical assets in a manner that is both efficient and more cost effective.	The housing authority will review and revise current maintenance programs in the 2002 fiscal year. Include standardization of equipment and supplies.
Improve opportunities for economic self-sufficiency for housing authority residents.	The housing authority will develop programs through PHDEP based on the results of a resident survey to be conducted by March 31, 2001.
Administer all programs in compliance with the Annual Contributions Contract, all regulations and laws.	By April 2001 the housing authority will assign the duties of compliance to the accountant to ensure compliance with ACC Agreement and GAAP. Set up site based accounts to track actual costs.
Increase vehicle and pedestrian safety in the parking lot at Arnold Tower.	Meet with residents, City of Danville Police and Fire Departments to establish possible one-way street at Arnold Tower by 2002.
Use innovative methods to achieve QHWRA of 1998 and to reduce vacancies at all sites.	Work with local HUD office to waive income limits for over-income families to fill vacancies, deconcentration of low-income families and provide for mix income sites. Set up web site to provide information on housing.

Goal	Objective
Improve the security and safety of public housing sites.	Currently in place and on going, maintain three units to house law enforcement agency officers. Use resident surveys to assist in determining best locations.
Provide alternative housing options for emergency situations.	By October 2001, develop a Memorandum of Agreement with local Spouse Abuse Center or Child Protection Agency to utilize one unit for emergency housing.
Improve access to the Housing Authority of Danville by working families.	By 2000, extend office hours to meet the needs of the working families. By 2005, move the Housing Authority of Danville central office to a downtown location for accessibility and visibility by general public.
Improve the public perception of the housing authority as a public agency.	By October 2001 the housing authority will prepare a community relations plan which includes tasks, schedules and personnel assignments which will include, but not limited to meeting with other social service agencies, volunteer and civic organizations.
Improve the security and safety of public housing sites.	The Executive Director currently meets and will continue to meet with the persons in charge at the public safety department to establish a working relationship. Meetings will address safety issues in housing sites.
Improve amenities of public housing sites.	During 2000-2001, five units (four at KY14-09 and one at KY14-05) will be demolished and community centers will be built back. Playground areas will be established for the exclusive use of residents. Landscaping will be enhanced.
Determine the "lack of need" for low income housing by families in and around Boyle County.	The Housing Authority of Danville, during 2001, will survey and analysis the housing needs in Boyle County and identify the population(s) in need of affordable housing.
Improve rent collection; make paying rent for elderly easier.	Develop a system of automatic withdraw for rent payments. Implement plan at Arnold Tower and Latimer Heights by June 2001.

Annual PHA Plan
PHA Fiscal Year 2000

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

In this second year of required submission, the housing authority has successfully transitioned to the GAAP form of accounting and has secured a construction loan to accelerate capital fund projects. The agency continues to operate its programs in an efficient, cost effective manner and to explore the options authorized by the Quality Housing and Work Responsibility Act of 1998 (QHWRA). Concerns identified in a resident satisfaction survey have been addressed. Our priority continues be to increase our applicant base and reduce our vacancies through demolition of five units and by providing quality, competitive housing based on adjusted and flat rents, and increased security. We will be using a demographic study currently being compiled for Danville/Boyle County to determine if low-rent housing is overbuilt for this community. This analysis will help to decide the future of public housing, as we know it today.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

Table of Contents

Annual Plan	Page #
i. Executive Summary	
ii. Table of Contents	
1. Housing Needs	A 1-2
2. Financial Resources	B 1-2
3. Policies on Eligibility, Selection and Admissions	C 1-43
4. Rent Determination Policies	D 1-8
5. Operations and Management Policies	E 1-2
6. Grievance Procedures	F 1-9
7. Capital Improvement Needs	G 1-10
8. Demolition and Disposition	H 1
9. Designation of Housing	I 1
10. Conversions of Public Housing	J 1
11. Homeownership	K 1
12. Community Service Programs	L 1-7
13. Crime and Safety	M 1-23
14. Pets	N 1-9
15. Civil Rights Certifications	O 1
16. Audit	P 1-36
17. Asset Management	Q 1
18. Other Information	R 1

Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration – Attachment A
- FY 2001 Capital Fund Program Annual Statement - Attachment B
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Narrative on Progress in meeting 5-Year Plan goals – Attachment I
- Definition of Substantial Deviation and Significant Amendment or Modification – Attachment J

Optional Attachments:

- PHA Management Organizational Chart-Attachment C
- FY 2001 Capital Fund Program 5 Year Action Plan-Attachment D
- Public Housing Drug Elimination Program FY 2001 Plan-Attachment E
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
 - Community Service Policy -Attachment F
 - Resident Commissioner's & Advisory Board's names and address- G
 - Pet Policy – Attachment H

Table Library

Supporting Documents Available for Review

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

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	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
	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
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type 1990 Census							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	892	52%	N/A	N/A	N/A	N/A	N/A
Income >30% but <=50% of AMI	466	21%	N/A	N/A	N/A	N/A	N/A
Income >50% but <80% of AMI	513	1%	N/A	N/A	N/A	N/A	N/A
Elderly	524	43%	N/A	N/A	N/A	N/A	N/A
Families with Disabilities	94	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity – White Non-Hispanic	1587	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity - Black	103	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity - Hispanic	10	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity -- Other	171	N/A	N/A	N/A	N/A	N/A	N/A

NOTE: The Housing Authority of Danville is currently experiencing high (10%) vacancies as the result of fewer persons applying for housing. The above table does not adequately reflect the fact that all low income housing in Boyle County has been over-built. Low unemployment and reduced rent costs through-out the local housing market has made this a renter’s dream.

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

- Consolidated Plan of the Jurisdiction/s
Indicate year:

- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information) The added statement is based on monthly meeting held by managers of low-income housing in the local area.

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	27		46%
Extremely low income <=30% AMI	4	13.5%	
Very low income (>30% but <=50% AMI)	19	63.0%	
Low income (>50% but <80% AMI)	4	13.5%	
Families with children	14	47%	
Elderly families	16	53%	
Families with Disabilities	3	10%	
Race/ethnicity- White	26	87%	
Race/ethnicity- Black	4	13%	

Housing Needs of Families on the Waiting List			
Race/ethnicity- Hispanic	0	0%	
Race/ethnicity			
NOTE: AT THE TIME THIS WAS PREPARED, WE HAD 30 APPLICANTS AND 40 VACANT UNITS.			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	19	63%	
2 BR	5	17%	
3 BR	3	10%	
4 BR	3	10%	
5 BR	0	0%	
5+ BR	0	0%	
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)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

- Funding constraints
- Staffing constraints

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year.

Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2001 grants)		
a) Public Housing Operating Fund	324,160.00	
b) Public Housing Capital Fund	703,973.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	91,231.00	
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)		
All funds are obligated		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
3. Public Housing Dwelling Rental Income		
	777,770.00	PHA Operations
4. Other income (list below)		
Investments	27,270.00	PHA Operations
Sundry & Excess Utilities	72,380.00	PHA Operations
4. Non-federal sources (list below)		
Total resources	1,996,874.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

- a. When does the PHA verify eligibility for admission to public housing? (select all that apply)
- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) Application is processed immediately. We has no 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)

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

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

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

1. How many site-based waiting lists will the PHA operate in the coming year?

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

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

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

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

(3) Assignment

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

- One
 Two

Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction

- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

1 Date and Time if all weights are equal

Former Federal preferences:

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

Other preferences (select all that apply)

- 1 Working families and those unable to work because of age or disability
- 1 Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction
- 1 Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- 1 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-*we currently do not have a waiting list.*

(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)-resident handbook

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

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

(6) Deconcentration and Income Mixing

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

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

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

- Adoption of site based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and developments targeted below) Flat rents to attract working families to low income sites.

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

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

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

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

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:
KY14-02,04 & 06-Bate-Wood Homes
KY14-09 Nichols Terrace

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

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

B. Section 8

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

(1) Eligibility

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

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

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

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

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

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

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

(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:

The Housing Authority of Danville has adopted the following flat rents:

FLAT RENTS FOR ALL SITES EXCEPT BATE-WOOD AND BURCKLEY

0 BEDROOM	1 BEDROOM	2 BEDROOM	3 BEDROOM	4 BEDROOM	5 BEDROOM
\$237.00	\$288.00	\$339.00	\$360.00	\$403.00	\$ 463.00

FLAT RENTS FOR BATE-WOOD HOMES AND BURCKLEY DRIVE

0 BEDROOM	1 BEDROOM	2 BEDROOM	3 BEDROOM	4 BEDROOM	5 BEDROOM
\$180.00	\$190.00	\$200.00	\$240.00	\$275.00	\$ 300.00

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)_25% ____
- Other (list below) All increase if family has requested a decrease since the last re-exam.

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) At our hard to rent sites, rents were set slightly higher than operating costs.

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. Attachment C
- 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	398	46%
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)	398	46%
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)
 - Employees’ Handbook
 - Emergency Procedures Manual
 - Standard Operating Manual

Lease Agreement
Residents' Handbook
Housekeeping policy addresses measures to be taken by the resident to prevent pest infestation. Housing Authority of Danville has a monthly pest control contract.

(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 B

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

-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)

Table Library

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:

KY14-01, 02, 03, 05, 09, 10 & 11 will be part of an accelerated funding plan to install air conditioning in all units by the Summer of 2001. A bank has provided a line of credit to finance this activity. The loan will be repaid with CFG.

- 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) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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 entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 01/12/01

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Fun w/ Food-job training</i>	<i>12</i>	<i>Sign up</i>	<i>Central Office</i>	<i>PHA residents</i>
Taking Control-Educational	12	Sign up	Central Office	PHA residents
Budgeting-Educational	12	Referred	Central Office	PHA residents

Table Library

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

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

C. Welfare Benefit Reductions

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

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

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

The Housing Authority of Danville has established a Community Service policy and has had it implemented since October 2000.

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)

KY14-02, 04 & 06 Bate-Wood Homes
KY14-09 Burckley Drive

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)

KY14-02, 04 & 06 Bate-Wood Homes

KY14-09 Burckley Drive

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)

All sites.

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2001 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

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

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

The Housing Authority of Danville has had an agency wide pet policy since the prior fiscal year.

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 members liked the idea of the accelerated funding for the installation of air conditioning of all units. The members of one site that

has already received exterior lighting upgrade encouraged doing the same plan at other sites. Member reaction was very favorable to planned improvements.

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

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments
List changes below:
- Other: (list below)

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: Commonwealth of Kentucky-Kentucky Housing Corporation.

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

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

- Other: (list below)

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

Kentucky Housing Corporation staff certified the Plan summary submitted to their office.

D. Other Information Required by HUD

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

ATTACHMENT A – DECONCENTRATION

DECONCENTRATION OF POVERTY AND INCOME-MIXING

The Housing Authority of Danville's admission policy is designed to provide for deconcentration of poverty and income mixing by bringing higher income tenants into lower income projects and lower income tenants into higher income projects.

Gross annual income is used for income limits at admission and for income-mixing purposes.

Skipping of a family on the waiting list specifically to reach another family with a lower or higher income is not to be considered an adverse action to the family. Such skipping will be uniformly applied until the target threshold is met.

The Housing Authority of Danville will gather data and analyze, at least annually, the tenant characteristics of its public housing stock, including information regarding tenant incomes, to assist in the Housing Authority of Danville's deconcentration efforts.

The Housing Authority of Danville will use the gathered tenant incomes information in its assessment of its public housing developments to determine the appropriate designation to be assigned to the housing site for the purpose of assisting the Housing Authority of Danville in its deconcentration goals.

If the Housing Authority of Danville's annual review of tenant incomes indicates that there has been a significant change in the tenant income characteristics of a particular project, the Housing Authority of Danville will evaluate the changes to determine whether, based on the Housing Authority of Danville methodology of choice, the project needs to be re-designated as a higher or lower income project or whether the Housing Authority of Danville has met the deconcentration goals and the project needs no particular designation.

Deconcentration and Income-Mixing Goals

Admission policies related to the deconcentration efforts of the Housing Authority of Danville do not impose specific quotas. Therefore, the Housing Authority of Danville will not set specific quotas, but will strive to achieve deconcentration and income mixing in its developments.

The Housing Authority of Danville's income-mixing goal is a long-range goal and may not be achieved in the first year of implementation. The Housing Authority of Danville will use its annual analysis of its public housing stock and tenant incomes to provide benchmarks for the Housing Authority of Danville.

The Housing Authority of Danville's income mixing goal, in conjunction with the requirement to target at least 40 percent of new admissions to public housing in each fiscal year to "extremely low-income families", will be to achieve the following occupancy percentages:

For higher income projects, an occupancy rate of 40% very low- and extremely low-income families.

For lower income projects, an occupancy rate of 40% families at or above the low-income limit (80% of area median).

In the upcoming fiscal year, the Housing Authority of Danville will target the following developments for deconcentration and income-mixing to achieve the goals stated above:

Lower income developments where the Housing Authority of Danville's goal is to increase higher income families:

Bate-Wood Homes (KY14-02, 04 & 06)

Burckley Homes (KY14-09)

Higher income developments where the Housing Authority of Danville's goal is to increase lower income families:

None

The Housing Authority of Danville will add additional sites to its deconcentration goals each year until it has met its desired goal for all of its developments.

Project Designation Methodology

The Housing Authority of Danville will determine and compare tenant incomes at the developments listed in this Chapter.

The Housing Authority of Danville will determine and compare the tenant incomes at the developments listed in this Chapter and the incomes of census tracts in which the developments are located.

Upon analyzing its findings the Housing Authority of Danville will apply the policies, measures and incentives listed in this Chapter to bring higher income families into lower income developments and lower income families into higher income developments.

The Housing Authority of Danville's goal is to have eligible families having higher incomes occupy dwelling units in projects predominantly occupied by eligible families having lower incomes, and eligible families having lower incomes occupy dwelling units in projects predominantly occupied by eligible families having higher incomes.

Families having lower incomes include very low- and extremely low-income families.

When selecting applicant families and assigning transfers for a designated housing site the Housing Authority of Danville will determine whether the selection of the family will contribute to the Housing Authority of Danville's deconcentration goals.

The Housing Authority of Danville will not select families for a particular project if the selection will have a negative effect on the Housing Authority of Danville's deconcentration goals. However, if there are insufficient families on the waiting list or transfer list, under no circumstances will a unit remain vacant longer than necessary.

Aggregate Average Method

The Housing Authority of Danville will review the annual resident income of all of its sites and using the incomes of all families in all developments as a baseline, determine the average income of all of its resident families.

The Housing Authority of Danville will designate higher income developments those with average income above the aggregate average.

The Housing Authority of Danville will designate lower income developments those with average income below the aggregate average.

Housing Authority of Danville Incentives for Higher Income Families

The Housing Authority of Danville will offer certain incentives to higher income families willing to move into lower income projects. The Housing Authority of Danville will not take any adverse action against any higher income family declining an offer by the Housing Authority of Danville to move into a lower income project.

In addition to maintaining its public housing stock in a manner that is safe, clean, well landscaped and attractive, the Housing Authority of Danville will offer the following incentives for higher income families moving into lower income projects:

Housing Authority of Danville will allow occupancy standards of one child per bedroom.

Housing Authority of Danville will target homeownership opportunities through Habitat for Humanity to higher income families moving into lower income projects

Housing Authority of Danville will give first priority in available Section 3 training slots and hiring for employment with the HA to higher income families moving into lower income projects.

Housing Authority of Danville will provide additional exclusions to earned income: payroll deductions for health insurance

**ATTACHMENT B – FY 2001 CFP ANNUAL STATEMENT
PHA Plan
Table Library**

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

**Annual Statement
Capital Fund Program (CFP) Part I: Summary**

Capital Fund Grant Number KY36P014502-01 FFY of Grant Approval: (04/2001)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	1,292,901.00
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	12,500.00
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	40,000.00
8	1440 Site Acquisition	
9	1450 Site Improvement	144,649.00
10	1460 Dwelling Structures	506,824.00
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	703,973.00
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	402,599.00

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

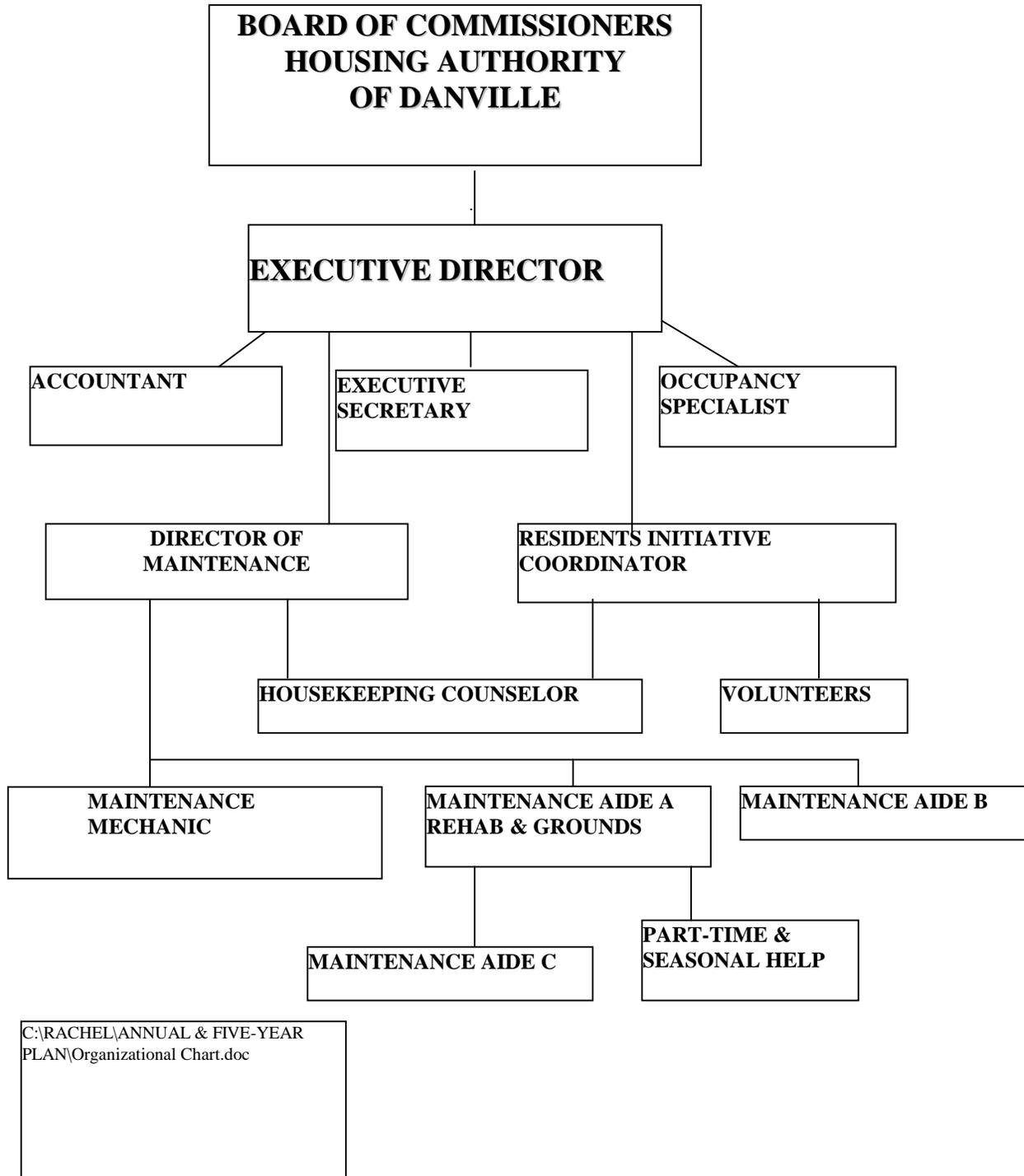
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
HA-WIDE	CLERK O/T WORKS, ADMIN SALARY	1410	10,000.00
HA-WIDE	ADVERTISEMENT	1410	2,500.00
HA-WIDE	A&E FEES	1430	40,000.00
<i>BURCKLEY DRIVE</i>			
KY14-09	SIGNAGE	1450	3,700.00
KY14-09	UPGRADE ELECTRICAL SYSTEM	1450	140,949.00
KY14-09	REPLACE HOT WATER TANKS	1460	23,200.00
KY14-09	REPLACE WC ON 2 ND FLOOR	1460	23,489.00
KY14-09	REPLACE MECHANICAL DOORS	1460	21,620.00
KY14-09	REPLACE WINDOWS	1460	191,760.00
KY14-09	REPLACE FLOOR TILE	1460	8,305.00
KY14-09	HVAC	1460	238,450.00
TOTAL			703,973.00

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
HAWIDE	DECEMBER 31, 2001	JUNE 30, 2002
KY14-09	DECEMBER 31, 2001	JUNE 30, 2002

ATTACHMENT C-ORGANIZATIONAL CHART



ATTACHMENT D – FY 2001 CAPITAL FUND PROGRAM 5 YEAR ACTION PLAN

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

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from

Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name	Number Vacant Units	9% Vacancies
	(or indicate PHA wide)		33units in Development+Central Office & Maintenance Facility
KY14-01	McINTYRE	3	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
			Planned Start Date 2001
			(HA Fiscal Year) 2003
SITE:			
SIGNAGE			3,700.00
CONCRETE WORK			10,000.00
RESURFACE PARKING LOTS			30,000.00
LANDSCAPING			5,000.00
DWELLING STRUCTURS:			
UPGRADE HEATING SYSTEM TO HVAC			188,100.00
NON-DWELLING UNIT:			
PURCHASE PROPERTY FOR NEW OFFICE			119,970.00
Total estimated cost over next 5 years			356,770.00

Optional 5-Year Action Plan Tables			
Development Number	Development Name	Number Vacant Units	8% Vacancies
	(or indicate PHA wide)		36 Units in Development
KY14-02	BATEWOOD	3	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
			Planned Start Date 2003
			(HA Fiscal Year) 2005
SITE:			
LANDSCAPING			10,000.00
FOUNDATION WORK			5,000.00
DWELLING STRUCTURE:			
ROOFS, GUTTERS AND DOWNSPOUTS			100,000.00
UPGRADE FURNACES TO HVAC			205,200.00
REPLACE FLOOR TILE			150,000.00
REPLACE CLOSET DOORS			75,000.00
REPLACE ROOM DOORS			100,000.00
REPLACE GAS METERS			8,640.00
Total estimated cost over next 5 years			653,840.00

Optional 5-Year Action Plan Tables			
Development Number	Development Name	Number Vacant Units	10% Vacancies
	(or indicate PHA wide)		40 units in Development
KY14-03	CRESCENT DRIVE	4	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
			Planned Start Date 2001 (HA Fiscal Year) 2003
DWELLING STRUCTURES:			
INSTALL AIR CONDITIONING			158,700.00
REPLACE ATTIC ACCESS			3,450.00
REPLACE GAS METERS & DOWNSPOUTS			24,196.00
NON-DWELLING STRUCTURE:			
UPGRADE HVAC			5,175.00
Total estimated cost over next 5 years			191,521.00

Optional 5-Year Action Plan Tables			
Development Number	Development Name	Number Vacant Units	2.5% Vacancies
	(or indicate PHA wide)		40 units in Development + O&M Building
KY14-05	NICHOLS TERRACE	2	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
			Planned Start Date 2001 (HA Fiscal Year)
SITE:			
SIGNAGE			3,700.00
CONCRETE WORK			87,951.50
SITE LIGHTING			10,000.00
DWELLING STRUCTURES:			
UPGRADE HEATING SYSTEM AND CONVERT TO HVAC			89,895.50
TILE / ASBESTOS ABATEMENT			4,887.50
INSTALL AIR CONDITIONING			69,718.75
UPGRADE HEATING SYSTEM AND CONVERT TO PTAC			32,200.00
REPLACE DISCONNECT			11,500.00
REPLACE WATER HEATERS			12,776.50
REPLACE WINDOWS WITH THERMOPANES			115,713.00
INSTALL CLOSET DOORS & PAINT WALLS			48,875.00
UPGRADE ELECTRICAL IN KITCHENS AND BATHROOMS			7,756.75
REPLACE ATTIC ACCESS PANELS			3,450.00
REPLACE MECHANICAL ROOM DOORS			18,800.00
REPLACE GAS METERS & DOWNSPOUTS			23,460.00
DEMOLITION:			
DEMOLISH UNIT 321			6,500.00
Total estimated cost over next 5 years			547,184.50

Optional 5-Year Action Plan Tables			
Development Number	Development Name	Number Vacant Units	18% Vacancies
	(or indicate PHA wide)		50 Units in Development
KY14-09	Burckley Homes	9	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
			Planned Start Date 12/2000
			HA Fiscal Year 2001
SITE :			
UPGRADE ELECTRICAL SYSTEM			149,449.00
DWELLING STRUCTURES:			
UPGRADE HEATING SYSTEM AND CONVERT TO HVAC			252,925.00
REPLACE WATER HEATERS			25,300.00
REPLACE ALL FLOOR TILE/REPAIR SUB-FLOOR ON 2ND STORY			311,029.50
REPLACE WINDOWS WITH THERMOPANES			201,280.00
INSTALL CLOSET DOORS & PAINT WALLS			200,410.00
REPAIR WC ON 2ND FLOORS			9,862.50
UPGRADE ELECTRICAL IN KITCHENS AND BATHROOMS			74,970.00
NEW KITCHEN CABINETS & FIXTURES			276,000.00
REPLACE ATTIC ACCESS PANELS			5,400.00
REPLACE MECHANICAL ROOM DOORS			32,500.00
REPLACE GAS METERS & DOWNSPOUTS			20,350.00
DEMOLITION:			
DEMOLISH UNITS 42, 43, 44 & 45			12,718.50
Total estimated cost over next 5 years			1,572,194.50

Optional 5-Year Action Plan Tables			
Development Number	Development Name	Number Vacant Units	40% Vacancies
	(or indicate PHA wide)		20 Units in Development & Community Building
KY14-10	COYLE MANOR	8	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
			Planned Start Date 12/2000
			HA Fiscal Year 2002
DWELLING STRUCTURES:			
REPLACE ALL FLOOR TILE/REPAIR SUB-FLOOR ON 2ND STORY			42,419.00
REPLACE MECHANICAL ROOM DOORS			7,520.00
REPAIR WATER CLOSET			1,973.00
Total estimated cost over next 5 years			51,912.00

Optional 5-Year Action Plan Tables			
Development Number	Development Name	Number Vacant Units	3% Vacancies
	(or indicate PHA wide)		65 Units in Development
KY14-011	ARNOLD TOWER	2	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
			Planned Start Date 2001
			HA Fiscal Year 2002
DWELLING STRUCTURES:			
UPGRADE HEATING TO HVAC			160,543.00
REPLACE WINDOWS WITH THERMOPANE			60,000.00
REPLACE PATIO DOORS			30,000.00
INSTALL CANOPIES ON 6TH FLOOR BALCONIES			30,000.00
Total estimated cost over next 5 years			280,543.00

G. PHDEP Program History

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

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995 x	113,500.00	KY36DEP0140195	0		
FY 1996					
FY 1997					
FY1998 x	119,500.00	KY36DEP0140198	0		
FY 1999 x	87,536.00	KY36DEP0140199	51,400.00		9/2001
FY 2000	91,231.00	KY36DEP0140100	520.00		9/2002

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.

In the resident survey conducted by the Department of Housing & Urban Development in January 2000, residents sited safety in and around the parking lots as a major concern. This perception is being addressed through a CPTED approach on installing fencing and lighting. Bate-Wood Homes and Burckley Drive will be targeted for these improvements.

Resident programs are targeting children at risk with after-school and summer activities. Parents of these children are provided with parenting and life-skill programs.

B. PHDEP Budget Summary

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

FY_2001 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	28,000.00
9160 - Drug Prevention	52,231.00
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	11,000.00
TOTAL PHDEP FUNDING	91,231.00

C. PHDEP Plan Goals and Activities

ATTACHMENT E – PHDEP PLAN FOR FY 2001

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	PHDEP 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	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9130 – Employment of Investigators					Total PHDEP Funding: \$		
---	--	--	--	--	--------------------------------	--	--

Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

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

9150 – Physical Improvements					Total PHDEP Funding: \$28,000.00		
Goal(s)		Install fencing, lighting and computers					
Objectives		Have residents in a learning environment where they feel safe					
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.Fencing & Lighting			10/01	01/02	28,000	0	Passing remarks on

							resident survey
3.							

9160 – Drug Prevention						Total PHDEP Funding: \$ 52,231.00	
Goal(s)	Provide programs that residents will want to come to on their own initiative						
Objectives	Motivate residents to be viable members of our community						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Taking Charge	10	HA wide	10/01	09/02	15,231		10% achieve GED
2. Kids CAN	50	HA wide	10/01	09/02	15,000		Children are more self-assured.
3. Computer Classes	10	HA wide	10/01	09/02	10,000		10% employment
4. Computers			10/01	09/02	12,000	0	10% employment of residents going through computer training

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

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

9190 – Other Program Costs					Total PHDEP Funds: \$ 11,000.00		
Goal(s)	Have outcome measurements on all programs						
Objectives	Use measures to determine what programs are working						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.Safety Survey			10/01	09/02	1,000		Survey all residents residing with HA for 1 year +
2.Program Evaluation			10/01	09/02	10,000		Good Submissions
3.							

Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution. ***I still do not understand this form!!***

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110				
9120				
9130				
9140				
9150	1	19,600.00	1	28,000.00
9160	1,2,3,4	34,820.00	1,2,3,4	52,231.00
9170				
9180				
9190	1,2	6,000.00	1,2	11,000.00
TOTAL		60,420.00		91,231.00

Section 4: Certifications

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

-

ATTACHMENT F- COMMUNITY SERVICE

COMMUNITY SERVICE

[24 CFR Part 960 Subpart F and 24 CFR 903.7]

A. REQUIREMENT

Each adult resident of the Housing Authority of Danville shall: Contribute 8 hours per month of community service (not including political activities) within the community in which that adult resides; or

Participate in an economic self-sufficiency program (defined below) for 8 hours per month; or

Perform 8 hours per month of combined activities (community service and economic self-sufficiency program)

B. EXEMPTIONS

The Housing Authority of Danville shall provide an exemption from the community service requirement for any individual who:

Is 62 years of age or older;

Is a blind or disabled individual, as defined under section 216[i][1] or 1614 of the Social Security Act, and who is unable to comply with this section, or is a primary caretaker of such individual;

Is engaged in a work activity as defined in section 407[d] of the Social Security Act *for a minimum of 1000 hours in a twelve- month period. Persons who become un-employed will not be required to perform Community Service until the following month, and then only if no exemption has not been established;*
or

Meets the requirements for being exempted from having to engage 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 in which the public housing agency is located, including a State-administered welfare-to-work program; or

Is in a family receiving assistance 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 in which the public housing agency is located, including a State-administered welfare-to-work program, and has not been found by the State or other administering entity to be in noncompliance with such program.

The Housing Authority of Danville will re-verify exemption status annually except in the case of an individual who is 62 years of age or older.

The Housing Authority of Danville will permit residents to change exemption status during the year if status changes.

C. DEFINITION OF ECONOMIC SELF-SUFFICIENCY PROGRAM

For purposes of satisfying the community service requirement, participating in an economic self-sufficiency program is defined, in addition to the exemption definitions described above, by HUD as: Any program designed to encourage, assist, train or facilitate economic independence of assisted families or to provide work for such families.

These economic self-sufficiency programs can include job training, employment counseling, work placement, basic skills training, education, English proficiency, workfare, financial or household management, apprenticeship, or any other program necessary to ready a participant to work (such as substance abuse or mental health treatment).

In addition to the HUD definition above, the Housing Authority of Danville definition includes any other activities as approved by the Housing Authority of Danville on a case-by-case basis.

The Housing Authority of Danville will give residents the greatest choice possible in identifying community service opportunities. These choices may include and are not restricted to volunteering at: The Salvation Army, the Brass Band Festival, Danville Independent School System, Boyle County School System, Ephraim McDowell Regional Medical Center, Danville/Boyle County Library, Head Start, Danville/Boyle County Humane Society, Hospice, Red Cross, Habitat for Humanity, United Way, Parks and Recreation Department, Senior Citizens and local churches.

The Housing Authority of Danville will consider a broad range of self-sufficiency opportunities. These may include, but are not restricted to: Parenting Classes, Resident Councils, Resident Advisory Board, any programs sponsored by the Housing Authority of Danville through the PHDEP grant, Urban League, Adult Learning Center, Literacy, Boyle County Cooperative Extension Services and Even Start.

D. ANNUAL DETERMINATIONS

Requirement – For each public housing resident subject to the requirement of community service, the Housing Authority of Danville shall, 30 days before the expiration of each lease term, review and determine the compliance of the resident with the community service requirement.

Such determination shall be made in accordance with the principles of due process and on a nondiscriminatory basis.

The Housing Authority of Danville will verify compliance annually. If qualifying activities are administered by an organization other than the Housing Authority of Danville, the Housing Authority of Danville will obtain verification of family compliance from such third parties.

Family members will not be permitted to self-certify that they have complied with community service requirements.

E. NONCOMPLIANCE

If the Housing Authority of Danville determines that a resident subject to the community service requirement has not complied with the requirement, the Housing Authority of Danville shall notify the resident of such noncompliance, and that:

The determination of noncompliance can be cured by either performing community service or by making monetary restitution at minimum wage (as established by law) for each hour of service owed. Monies collected shall be used to support resident councils in the development in which the resident lives; or paid to The Salvation Army to further the work they perform in the community; and

The determination of noncompliance is subject to the administrative grievance procedure under the Housing Authority of Danville's Grievance Procedures; and

Unless the resident enters into an agreement to comply with the community service requirement, the resident's lease will not be renewed, and

The Housing Authority of Danville may not renew or extend the resident's lease upon expiration of the lease term and shall take such action as is necessary to terminate the tenancy of the household, unless the Housing Authority of Danville enters into an agreement, before the expiration of the lease term, with the resident providing for the resident to cure any noncompliance with the community service requirement, by participating in an economic self-sufficiency program for or contributing to community service as many additional hours as the resident needs to comply in the aggregate with such requirement over the 12-month term of the lease; and

Any applicant for housing by the Housing Authority of Danville who owes any other housing program community service must provide either volunteer hours or the monetary value of those hours at the current minimum wage in the form of a donation to The Salvation Army, Heritage Hospice or the United Way prior to the processing of the application.

Ineligibility for Occupancy for Noncompliance

The Housing Authority of Danville shall not renew or extend any lease, or provide any new lease, for a dwelling unit for any household that includes an adult member who was subject to the community service requirement and failed to comply with the requirement.

F. HOUSING AUTHORITY OF DANVILLE RESPONSIBILITY

The Housing Authority of Danville will ensure that all community service programs are accessible for persons with disabilities.

The Housing Authority of Danville will ensure that:

The conditions under which the work is to be performed are not hazardous;

The work is not labor that would be performed by the Housing Authority of Danville's employees responsible for essential maintenance and property services;
or

The work is not otherwise unacceptable.

G. HOUSING AUTHORITY OF DANVILLE IMPLEMENTATION OF COMMUNITY SERVICE REQUIREMENT

The Housing Authority of Danville will administer its own community service program, with cooperative relationships with other entities. Forms will be provided to collaborating agencies to document community service.

Community Service shall commence on October 1, 2000 for all residents living in family sites:

McIntyre Circle (KY14-01), Crescent Drive (KY14-03), Bate-Wood Homes (KY14-02, 04 & 06), Nichols Terrace (KY14-05), Linietta Homes (KY14-07), Burckley Drive (KY14-09) and Coyle Manor (KY14-10).

Community Service for resident of Latimer Heights (KY14-08) and Arnold Tower (KY14-11) shall commence on April 1, 2001.

**ATTACHMENT G –NAMES AND ADDRESSES OF ADVISORY BOARD AND
RESIDENT COMMISSIONER**

Residents on the Advisory Board

Monica Ball 138 J. W. Woods Drive, Danville, KY 40422

Michelle Clark 115 Toombs Court, Danville, KY 40422

Donna Matherly 416 Crescent Drive, Danville, KY 40422

Sheila (Dottie) Griffin 108 Toombs Court, Danville 40422

Mary Frances Woods 118 Toombs Court, Danville 40422

Alice Bailey 404 Arnold Tower, Danville, KY 40422

Minnie Davis 120 McIntyre Circle, Danville, KY 40422

Resident Commissioner to the Board of Commissioners

Fred Manley 202 Latimer Heights, Danville, KY 40422

ATTACHMENT H – PET POLICY
PET POLICY

INTRODUCTION

The Housing Authority of Danville has discretion to decide whether or not to develop policies pertaining to the keeping of pets in public housing units. This Chapter explains the policies on the keeping of pets and any criteria or standards pertaining to the policy. The rules adopted are reasonably related to the legitimate interest to provide a decent, safe and sanitary living environment for all tenants, to protecting and preserving the physical condition of the property, and the financial interest of the Housing Authority of Danville.

The purpose of this policy is to establish the policy and procedures for ownership of pets in family and elderly units and to ensure that no applicant or resident is discriminated against regarding admission or continued occupancy because of ownership of pets. It also establishes reasonable rules governing the keeping of common household pets.

ANIMALS THAT ASSIST PERSONS WITH DISABILITIES

Pet rules will not be applied to animals assisting persons with disabilities.

To be excluded from the pet policy, the resident/pet owner must certify:

That there is a person with disabilities in the household;

That the animal has been trained to assist with the specified disability.

A. MANAGEMENT APPROVAL OF PETS

All pets must be approved in advance by the Housing Authority of Danville management.

The pet owner must submit and enter into a Pet Agreement with the Housing Authority of Danville.

Registration of Pets

Pets must be registered with the Housing Authority of Danville before they are brought onto the premises. Registration includes certificate signed by a licensed veterinarian or State/local authority that the pet has received all inoculations required by State or local law, and that the pet has no communicable disease(s) and is pest-free.

Registration must be renewed and will be coordinated with the annual recertification date and proof of license and inoculation will be submitted at least 30 days prior to annual reexamination.

Dogs and cats must be spayed or neutered prior to being admitted to housing.

Execution of a Pet Agreement with the Housing Authority of Danville stating that the tenant acknowledges complete responsibility for the care and cleaning of the pet will be required.

Approval for the keeping of a pet shall not be extended pending the completion of these requirements.

Refusal To Register Pets

The Housing Authority of Danville may not refuse to register a pet based on the determination that the pet owner is financially unable to care for the pet. If the Housing Authority of Danville refuses to register a pet, a written notification will be sent to the pet owner stating the reason for denial and shall be served in accordance with Notice requirements.

The Housing Authority of Danville will refuse to register a pet if:

The pet is not a *common household pet* as defined in this policy;

Keeping the pet would violate any House Pet Rules;

The pet owner fails to provide complete pet registration information, or fails to update the registration annually;

The Housing Authority of Danville reasonably determines that the pet owner is unable to keep the pet in compliance with the pet rules and other lease obligations. The pet's temperament and behavior may be considered as a factor in determining the pet owner's ability to comply with provisions of the lease.

The notice of refusal may be combined with a notice of a pet violation.

A resident who cares for another resident's pet must notify the Housing Authority of Danville and agree to abide by all of the pet rules in writing.

Housing Authority of Danville resident pet owners may not care for pets other than their own or approved pets owned by other Housing Authority of Danville families.

B. STANDARDS FOR PETS

If an approved pet, other than dogs or cats, gives birth to a litter, the resident must remove all pets from the premises except one.

Pet rules will not be applied to animals assisting persons with disabilities.

Persons With Disabilities

To be excluded from the pet policy, the resident/pet owner must certify:

That there is a person with disabilities in the household;

That the animal has been trained to assist with the specified disability; and

That the animal actually assists the person with the disability.

Types of Pets Allowed

No types of pets other than the following may be kept by a resident.

Tenants are not permitted to have more than one *type* of pet.

1. **Dogs**

Maximum number: one

Maximum adult weight: 25 pounds

Must be housebroken

Must be spayed or neutered

Must have all required inoculations

Must be licensed as specified now or in the future by State law and local ordinance

2. **Cats**

Maximum number (two)

Must be de-clawed

Must be spayed or neutered

Must have all required inoculations

Must be trained to use a litter box or other waste receptacle

Must be licensed as specified now or in the future by State law or local ordinance

3. **Birds**

Maximum number (four)

Must be enclosed in a cage at all times

4. **Fish**

Maximum aquarium size [10 gallons]

Must be maintained on an approved stand

5. **Rodents** (guinea pig, hamster, or gerbil ONLY)

Maximum number [one]

Must be enclosed in an acceptable cage at all times

Must have any or all inoculations as specified now or in the future by State law or local ordinance

6. **Turtles**

Maximum number [one]

Must be enclosed in an acceptable cage or container at all times.

C. PETS TEMPORARILY ON THE PREMISES

Pets which are not owned by a tenant will not be allowed.

Residents are prohibited from feeding or harboring stray animals.

This rule excludes visiting pet programs sponsored by a humane society or other non-profit organization and approved by the Housing Authority of Danville.

D. DESIGNATION OF PET/NO-PET AREAS

The following area is designated no-pet area for dogs and cats: Burckley Drive (KY14-09).

E. ADDITIONAL FEES AND DEPOSITS FOR PETS

The resident/pet owner shall be required to pay a refundable deposit of \$100.00 for the purpose of defraying all reasonable costs directly attributable to the presence of a dog or cat.

The deposit is required in full prior to the date the pet is properly registered and brought into the apartment.

The Housing Authority of Danville reserves the right to change or increase the required deposit by amendment to these rules.

The Housing Authority of Danville will refund the Pet Deposit to the tenant, less any damage caused by the pet to the dwelling unit, upon removal of the pet or the owner from the unit.

The Housing Authority of Danville will return the Pet Deposit to the former tenant or to the person designated by the former tenant in the event of the former tenant's incapacitation or death.

The Housing Authority of Danville will provide the tenant or designee identified above with a written list of any charges against the pet deposit. If the tenant disagrees with the amount charged to the pet deposit, the Housing Authority of Danville will provide a meeting to discuss the charges.

All reasonable expenses incurred by the Housing Authority of Danville as a result of damages directly attributable to the presence of the pet in the project will be the responsibility of the resident, including, but not limited to:

The cost of repairs and replacements to the resident's dwelling unit;

Fumigation of the dwelling unit;

Common areas of the project.

Pet Deposits are not a part of rent payable by the resident.

F. ALTERATIONS TO UNIT

Residents/pet owners shall not alter their unit, patio, premises or common areas to create an enclosure for any animal. Installation of pet doors is prohibited.

G. PET WASTE REMOVAL CHARGE

A separate pet waste removal charge of Twenty Dollars (\$20.00) per occurrence will be assessed against the resident for violations of the pet policy.

Pet deposit and pet waste removal charges are not part of rent payable by the resident.

All reasonable expenses incurred by the Housing Authority of Danville as the result of damages directly attributable to the presence of the pet will be the responsibility of the resident, including:

The cost of repairs and replacements to the dwelling unit;

Fumigation of the dwelling unit.

If the tenant is in occupancy when such costs occur, the tenant shall be billed for such costs as a current charge.

If such expenses occur as the result of a move-out inspection, they will be deducted from the pet deposit. The resident will be billed for any amount in excess of the pet deposit.

The pet deposit will be refunded when the resident moves out or no longer has a pet on the premises, whichever occurs first. The expense of flea de-infestation shall be the responsibility of the resident.

H. PET AREA RESTRICTIONS

Pets must be maintained within the resident's unit. When outside of the unit (within the building or on the grounds) dogs and cats must be kept on a leash or carried and under the control of the resident or other responsible individual at all times.

Pets are not permitted in common areas including lobbies, community rooms and laundry areas except for those common areas which are entrances to and exits from the building.

An area of the development grounds has been designated as the area in which to exercise animals and to permit dogs to relieve themselves of bodily wastes. This area includes:

McIntyre/Crescent (KY14-01 & 03): the wooded area off of Rosemont at the back of Crescent Drive.

Bate-Wood Homes (KY14-02, 04 & 06): the open field beyond the playground behind the Bate Community Building

Nichols Terrace (KY14-05): the open area at the back of the property up on the hill.

Linietta Homes (KY14-07): the open field behind the elderly section

Latimer Heights (KY14-08): the open area behind the 500 building and the wooded area that runs parallel to West Lexington Avenue.

Coyle Manor (KY14-10): the open area next to the fenced-in sinkhole.

Arnold Tower (KY14-11): the sunken garden area behind the building.

Residents/Pet Owners are not permitted to exercise pets or permit pets to deposit waste on project premises outside of the areas designated for such purposes.

I. NOISE

Pet owners must agree to control the noise of pets so that such noise does not constitute a nuisance to other residents or interrupt their peaceful enjoyment of their housing unit or premises. This includes, but is not limited to loud or continuous barking, howling, whining, biting, scratching, chirping, or other such activities.

J. CLEANLINESS REQUIREMENTS

Litter Box Requirements. All animal waste or the litter from litter boxes shall be picked up immediately by the pet owner, disposed of in sealed plastic trash bags, and placed in a trash can.

Litter shall not be disposed of by being flushed through a toilet.

Litter boxes shall be stored inside the resident's dwelling unit.

Removal of Waste From Other Locations. The Resident/Pet Owner shall be responsible for the removal of waste from the exercise area by placing it in a sealed plastic bag and disposing of it in an outside trash bin/ other container provided by the Housing Authority of Danville.

Any unit occupied by a dog, cat, or rodent will be fumigated at the time the unit is vacated.

The resident/pet owner shall take adequate precautions to eliminate any pet odors within or around the unit and to maintain the unit in a sanitary condition at all times.

K. PET CARE

No pet (excluding fish) shall be left unattended in any apartment for a period in excess of twelve (12) hours.

All residents/pet owners shall be responsible for adequate care, nutrition, exercise and medical attention for his/her pet.

Residents/pet owners must recognize that other residents may have chemical sensitivities or allergies related to pets, or may be easily frightened or disoriented by animals. Pet owners must agree to exercise courtesy with respect to other residents.

L. RESPONSIBLE PARTIES

The resident/pet owner will be required to designate two responsible parties for the care of the pet if the health or safety of the pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet.

M. INSPECTIONS

The Housing Authority of Danville may, after reasonable notice to the tenant during reasonable hours, enter and inspect the premises, in addition to other inspections allowed.

The Housing Authority of Danville may enter and inspect the unit only if a written complaint is received alleging that the conduct or condition of the pet in the unit constitutes a nuisance or threat to the health or safety of the other occupants or other persons in the community under applicable State or local law.

N. PET RULE VIOLATION NOTICE

If a determination is made on objective facts supported by written statements, that a resident/pet owner has violated the Pet Rule Policy, written notice will be served.

The Notice will contain a brief statement of the factual basis for the determination and the pet rule(s) which were violated. The notice will also state:

That the resident/pet owner has five (5) days from the effective date of the service of notice to correct the violation or make written request for a meeting to discuss the violation;

That the resident pet owner is entitled to be accompanied by another person of his or her choice at the meeting; and

That the resident/pet owner's failure to correct the violation, request a meeting, or appear at a requested meeting may result in initiation of procedures to terminate the pet owner's tenancy.

If the pet owner requests a meeting within the five (5) day period, the Housing Authority of Danville will scheduled a meeting, no later than five (5) calendar days from the date of the pet owner's requested.

O. NOTICE FOR PET REMOVAL

If the resident/pet owner and the Housing Authority of Danville are unable to resolve the violation at the meeting or the pet owner fails to correct the violation in the time period allotted by the Housing Authority of Danville, the Housing Authority of Danville may serve notice to remove the pet.

The Notice shall contain:

A brief statement of the factual basis for the Housing Authority of Danville's determination of the Pet Rule that has been violated;

The requirement that the resident /pet owner must remove the pet within five (5) days of the notice; and

A statement that failure to remove the pet may result in the initiation of termination of tenancy procedures.

P. TERMINATION OF TENANCY

The Housing Authority of Danville may initiate procedures for termination of tenancy based on a pet rule violation if:

The pet owner has failed to remove the pet or correct a pet rule violation within the time period specified; and

The pet rule violation is sufficient to begin procedures to terminate tenancy under terms of the lease.

Q. PET REMOVAL

If the death or incapacity of the pet owner threatens the health or safety of the pet, or other factors occur that render the owner unable to care for the pet, the situation will be reported to the Responsible Party designated by the resident/pet owner. Pet removal will include pets that are poorly cared for or have been left unattended for over 12 hours.

If the responsible party is unwilling or unable to care for the pet, or if the Housing Authority of Danville after reasonable efforts cannot contact the responsible party, the Housing Authority of Danville may contact the appropriate State or local agency and request the removal of the pet.

If the pet is removed as a result of any aggressive act on the part of the pet, the pet will not be allowed back on the premises.

R. EMERGENCIES

The Housing Authority of Danville will take all necessary steps to insure that pets that become vicious, display symptoms of severe illness, or demonstrate behavior that constitutes an immediate threat to the health or safety of others, are referred to the appropriate State or local entity authorized to remove such animals. If it is necessary for the Housing Authority of Danville to place the pet in a shelter facility, the cost will be the responsibility of the tenant/pet owner.

ATTACHMENT I – PROGRESS IN MEETING 5-YEAR PLAN GOALS

The following narrative addresses progress on meeting goals stated in the FFY 2000 Annual and 5-Year Plan.

1. June 30, 2000 to identify non-traditional households. Churches have become a source of referrals from within their congregation. We have contracted with a Web development company to provide this agency with a web site that will allow persons to submit requests for applications to us.
2. Motivate residents to take interest in their community. A staff member has moved into one of our sites and has activity developed interest in starting a resident council. The leadership program that consists of the Resident Advisory Council has become involved with youth programs and they are volunteering their time to initiate the activities.
3. Retain residents and slow turn-over. We have not been successful in this activity. We continue to see high turnover, high vacancies and high evictions. We have put several plans into place; budgeting counseling, crisis intervention for families with children in the local school system and better communication with local social service agencies.
4. Develop volunteer mentoring program. We are using Centre College students to work with one of our educational providers to help tutor residents working on GED.
5. Increase PHAS score to maintain High Performer status. We failed at this. Our high vacancies prevented us from maintaining our 90+ score. After a conversation with the Louisville HUD office, we will request a waiver on vacant units that do not have any applicants waiting to be housed. All other aspects of our operation have scores to support our High Performer status.
6. Encourage good attendance by our students at school. The truancy officer at the school contacts our office on a regular basis to keep us aware of attendance. Parents of students missing school must meet with our staff to discuss the absences and to try and remove attendance barriers. Two families elected to move out of housing rather than make their children attend school...go figure!
7. Improve security of sites. A survey has indicated that residents want the parking lots lit up like an airport runway. We are in the process of doing this. The city has agreed to take responsibility for street lights and we will take care of the parking lots. Kentucky Utility will install and maintain the lights for a fee. Security fencing will be built at Burckley by June 2001 and Bate-Wood by September 2001.
8. Improve relationship with Section 8 office. The Executive Director of the Community Development office called me for help on his Annual & 5-Year Plan. This is considered progress!
9. Maintain physical assets in a cost effective manner. The Director of Maintenance performs an on-going review of sites. A risk assessment was performed and areas of deficiencies were noted and funds set aside to correct them.
10. NOTE: NO SUBSTANTIAL CHANGES HAVE BEEN MADE TO THE PLAN.

ATTACHMENT J – DEFINITION OF SIGNIFICANT AMENDMENT

The following action by the Housing Authority of Danville will be considered as significant Amendment or Modification to the Annual Plan:

1. Changes to rent, admissions policies or the organization of the waiting list.
2. Additions to non-emergency work items or changes in use of replacement reserve funds under Capital Fund.
3. Additions of new activities not included in the current PHDEP Plan.
4. Any changes with regard to demolition, disposition, designation, homeownership programs or conversion activities.

Significant Amendment or Modification of the Annual and Five Year Plan will require a public hearing and action by the Board of Commissioners.