

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

*Youngstown Metropolitan
Housing Authority
PHA Plans*

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

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

Youngstown Metropolitan Housing Authority
PHA Plan Update for FYB 2001

Statement of Progress
Attachment OH002j01

The Housing Authority has been successful in achieving its mission and goals in the year 2000. Almost all of the objectives have been either completed or on target for completion by the end of the year.

Concerning modernization, approximately \$1,803,764 was either spent or obligated. During FY 2000, the modernization efforts at Rockford Village progressed according to schedule with 83 units and seven single family homes being completed; at Amedia Plaza the conversion of 191 units to 92 units is also on schedule with 63 units being turned over to the Authority; and the demolition of 289 units at Westlake Terrace was completed. This coming year, the PHA plans to complete the modernization at Rockford Village and Amedia Plaza. In addition, plans to convert 28 units to 14 at Victory Estates are pending HUD approval.

Concerning self-sufficiency and crime and safety, the Public Housing Drug Elimination Program (PHDEP) efforts reduced crime in the communities through additional proactive police patrols and community policing activities.

PHDEP funding was used to install a security camera system and YMHA has hired a consultant to make additional recommendations to improve security.

To ensure compliance with the Public Housing Reform Act of 1998, every policy was reviewed and updated as needed.

Concerning ensuring equal opportunity, outreach efforts have been made via contracting with an advertisement firm, speaking engagements, written materials, special mailings, research to establish a website, and making renewed partnerships with community groups and medical facilities.

**PHA Plan
Agency Identification**

PHA Name: *Youngstown Metropolitan Housing Authority*

PHA Number: *OH002*

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

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA
- PHA development management offices
- Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2001 - 2005
[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:

The Youngstown Metropolitan Housing Authority is a housing organization dedicated to the creation and managing healthy and enriching housing environments for its residents. YMHA seeks to accomplish this by:

- *Encouraging economic, cultural and racial diversity and ensuring equal opportunity within its housing developments;*
- *Managing up-to-date, attractive and well maintained rental housing for qualified families in Mahoning County;*
- *Utilizing rental assistance programs to create additional decent, safe and affordable housing opportunities in Mahoning County;*
- *Assisting senior citizens with secure and independent living environments in Mahoning County at an affordable price;*
- *Promoting self-sufficiency and asset development of families and individuals;*
- *Taking the lead in innovative resident services focusing on the advancement of employment and education including youth enrichment, child care, and home ownership programs.*

YMHA believes in enhancing the quality of life and economic viability of its residents by providing attractive, secure, affordable housing and innovative programs designed to enable residents to achieve a higher level of economic and social self-sufficiency.

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: **As NOFA 's are published. During FY2000, 400 new vouchers were acquired.**
 - Reduce public housing vacancies: **Reduce by 10% each year. During FY2000, adjusted vacancy rate was reduced from 12.5% to 8.2%.**
 - Leverage private or other public funds to create additional housing opportunities: **Leverage funds to support HOPE VI revitalization. During FY 2001, Hope VI is being applied for.**
 - Acquire or build units or developments **Acquire and develop units by 06-30-04. Progress of this objective is on schedule.**
 - Other (list below)

- PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management: (PHAS score) **Improve score by 3% each year. During FY 2000, YMHA received a 74.5 score under the new PHAS evaluation system. More than a 3% improvement is expected this fiscal year.**
 - Improve voucher management: (SEMAP score) **Obtain high performer score by 06/30/01. During FY 2000, this goal was not met. Major improvements have been made in the program, however, obtaining high performer status is not expected until 6/30/04.**
 - Increase customer satisfaction: **Obtain maximum score on PHAS. During FY 2000, resident satisfaction was rated at 89%. Initiatives have been taken to address resident concerns; i.e., security camera systems, security study, improvements in appearance of properties and procurement of new furnishings for senior buildings.**
 - Concentrate on efforts to improve specific management functions: **Pass unit turn around by 06-30-01.**

During FY 2000, unit turnaround did not improve because of bring long-term vacant modernization units back online (Amedia Plaza and Rockford Village).

Renovate or modernize public housing units: **Convert approximately 40 smaller units into 20 larger units by 06-30-04 .**

During FY 2000, 191 units at Amedia Plaza were being converted to 92 and plans were submitted for HUD approval to convert 28 units to 14 at Victory Estates.

Demolish or dispose of obsolete public housing: **Dispose of 14 units by 06-30-04.**

During FY 2000, 14 units were put up for sale. Ten units have received an offer. Awaiting HUD approval. In addition, 90 more units at Westlake may be demolished if Hope VI is awarded.

Provide replacement public housing: **By 06-30-04.**
Progress of this objective is on schedule.

Provide replacement vouchers: **If available from HUD**

Other:

- **According to regulations and policies, provide for the physical inspection of all housing units and conduct maintenance work as identified during annual inspections or otherwise identified in order to maintain all units in standard conditions. On-going.**
During FY 2000, work order completion averaged 6 days. All emergency work orders were completed in 24 hours. Residents rated maintenance at a 90% satisfaction rate.
- **Maintain occupancy and ensure the pursuit and enforcement of collections procedures at a level to achieve the status of “high performer” according to the PHAS system of assessment. By 6-30-01.**
During FY 2000, TAR’s has been reduced from 2.6% to 1.5%.

PHA Goal: Increase assisted housing choices

Objectives:

Provide voucher mobility counseling: **As needed, at briefings.**
During FY 2000, the PHA provided counseling as needed and this will be done on an on-going basis.

Conduct outreach efforts to potential voucher landlords

Increase voucher payment standards **As needed.**
During FY 2000, YMHA will increase payment standards as needed and this will be done on an on-going basis.

Implement voucher homeownership program: **Study feasibility by 06-30-01.**

During FY 2000, the policy was adopted by the Board on 2/22/01. Procedures are being drafted and will be in place by 6/30/02.

- Implement public housing or other homeownership programs: **PHA currently administers a homeownership program. There are 12 on-going families in the homeownership program. In the future the PHA will build 10 homes which will be a step up to future homeownership.**
During FY 2000, seven (7) homes have been built with another three to be completed by next year; screening of applicants is on-going.
- Implement public housing site-based waiting lists: **Study feasibility by 06-30-01.**
Study is still on-going.
- Convert public housing to vouchers:
- Other: **Provide staffing, equipment, insurance, training, facilities and related items associated with the administration and operation of housing previously developed under the 1937 Housing Act. On- going.**
Progress of this objective is on schedule.

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

- PHA Goal: Provide an improved living environment
Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements: **Implement security camera systems.**
During FY 2000, the PHA installed a security camera system and a consultant has been hired to make recommendations to improve security.
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other:
 - **Develop improved screening system by 06-30-01.**
Not required.
 - **The PHA, as needed, may determine the profit/loss ratio's of the programs administered by the PHA to determine if anticipated increases in revenue or decreases in expenses are required.**
During FY 2000, this objective was completed.
 - **Provide increased security patrols.**
Due to fiscal constraints, unable to increase the size of the police detail at this time.

- **Develop additional resident transportation system for PHA activities.**
During FY 2000, one passenger van has been acquired. Feasibility of leasing another van is being staffed.

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: **The PHA has implemented the PHDEP, ED/SS, Elderly Services and FSS Coordinator programs and will apply for additional funding the future.**
 - **PHDEP – Address the problem of drug related criminal activity at targeted developments through supplemental protective services and onsite activities and services.**
 - **ED/SS – Provides economic development activities that are essential to facility economic uplift and provide access to the skills and resources necessary to achieve self-sufficiency and independence through education, training, employment, and entrepreneurial opportunities.**
 - **Elderly Services Coordinators – Assures that elderly/disabled families are linked to needed supportive services to maintain independent living.**
 - **FSS Coordinator – assures that program participants are linked to the supportive services they need to achieve self-sufficiency.**
All programs are on-going and will continue during FY 2001. In addition, a Youthbuild program was initiated. This program provides an opportunity to acquire construction skills , complete a high school education, if necessary, and receive leadership training for young men and women between the ages of 16 to 24.
- Provide or attract supportive services to increase independence for the elderly or families with disabilities. **The PHA has hired an Elderly Service Coordinator to assist elderly/disabled residents with their supportive service needs.**
Program is still on-going.
- Other:
 - **Provide additional transportation alternatives to enable increase residential participation.**

During FY 2000, one van has been acquired for resident services. Leasing of a 14-passenger van is being staffed.

- **Study Feasibility of Homeownership at the Westlake Community By 6-30-02.**

Progress of this objective is on schedule.

- **Develop step-up rental program at the Kimmel Brook Community by 06-30-02.**

During FY 2000, seven (7) homes have been built. Screening of applicants is on-going and first move-ins are expected in 4/01.

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: **See Admissions and Occupancy Policy and Section 8 Administrative Plan.**
This objective is in force at this time.
 - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: **To ensure accessible housing, the PHA has converted multifamily dwelling units for occupancy to meet the standards as established by the Fair Housing Act and Americans Disabilities Act. These modifications include building entrances accessible to wheelchairs, accessible light switches, electrical outlets, reinforced bathroom walls for grab bars, kitchens and bathrooms that allow wheelchairs to be maneuvered, etc.**
Progress of this objective is on-going.
 - Other:

Other PHA Goals and Objectives: (list below)

- PHA Goal: Make staff, residents, and board members knowledgeable regarding new housing requirements.
 - Develop written in-house procedures for Section 8 Program by 06-30-01.
Numerous procedures have been written, however, the process will not be complete until 6/30/02.
 - Identify and secure available training opportunities for staff and the board as needed.
Progress of this objective is on-going.

- Ensure review of existing policies and procedures to incorporate all necessary requirements and if warranted, develop written recommendations for policy revisions to the Board of Commissioners.
During FY 2000, this objective was completed.

- PHA Goal: To develop and maintain a comprehensive database consisting of demographic and housing data for the PHA jurisdiction.
 - The Executive Director or designee may appoint staff members to gather and input data, and maintain information by county, census data, community profiles, participant and applicant data.
During FY 2000, a staff member was appointed.
 - Appointed staff members may update data as needed or on an annual basis. The data may be provided to the Annual Housing Plan Committee, Executive Director, or housing board to assist with the development of future plans and applications for funding and evaluation.
During FY 2000, staff members were appointed.

- Measurement of Objectives**
Objectives will be measured by the completion of charts or other requested statistical information relative to the agency plan (s) or other data requested.

- PHA Goal: To ensure that resources are managed in a manner which generates a positive cash flow and provides for an accumulation of income over expenses and maintains an adequate reserve account for future housing needs for low income persons.
 - Objective: Obtain assistance in providing written financial management and investment of funds procedures that comply with applicable regulatory requirements to be approved by the Board of Commissioners. **By 06-30-01.**
Policies and procedures are in place.

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

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Youngstown Metropolitan Housing Authority has prepared this Annual PHA Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

The purpose of the Annual Plan is to provide a framework for local accountability and an easily identifiable source by which public housing residents, participants in the tenant-based assistance program and other members of the public may locate basic PHA policies, rules and requirements related to the operations, programs and services of the agency.

The Mission Statement and the Goals and Objectives were based on information contained in our jurisdiction's Consolidated Plan and will assure that our residents will receive the best customer service.

Excellent customer service and fulfillment of the Mission Statement and Goals and Objectives is ensured by implementation of a series of policies that are on display with this Plan. The Admissions and Occupancy Policy and Section 8 Administrative Plan are the two primary policies on display. These important documents cover the public housing tenant selection and assignment plan, outreach services, PHA's responsibility to Section 8 owners/landlords, grievance procedures, etc.

The most important challenges to be met by the Youngstown Metropolitan Housing Authority during FY 2001 include:

- Reduce drug and alcohol abuse and increase safety and security through the Public Housing Drug Elimination Program;
- Utilize the HOPE VI Revitalized Program to improve the Westlake neighborhood;
- Preserve and improve the public housing stock through the Capital Funds activities, including modernization of units;
- Involve the public housing residents and the Section 8 participants through the Annual Plan Resident Advisory Board.
- Train staff and commissioners to fully understand and take advantage of opportunities in the new law and regulations to better serve our residents and the community; and
- Identify, develop and leverage services to enable low-income families to become self-sufficient.

In closing, this Annual PHA Plan exemplifies the commitment of the Youngstown Metropolitan Housing Authority to meet the housing needs of the full range of low-income residents. The Housing Authority, in partnership with agencies from all levels of government, the business community, non-profit community groups, and residents will use this plan as a road map to reach the “higher quality of life” destination.

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

	<u>Page #</u>
Annual Plan	
i. Executive Summary	1
ii. Table of Contents	2
1. Housing Needs	7
2. Financial Resources	14
3. Policies on Eligibility, Selection and Admissions	16
4. Rent Determination Policies	25
5. Operations and Management Policies	30
6. Grievance Procedures	32
7. Capital Improvement Needs	33
8. Demolition and Disposition	35
9. Designation of Housing	36
10. Conversions of Public Housing	38
11. Homeownership	40
12. Community Service Programs	42
13. Crime and Safety	45
14. Pets	46
15. Civil Rights Certifications (included with PHA Plan Certifications)	46

16. Audit	47
17. Asset Management	47
18. Other Information	48

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 (*OH002a01*)
- FY 2001 Capital Fund Program Annual Statement (*OH002b01*)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2001 Capital Fund Program 5 Year Action Plan (*OH002c01*)
- Public Housing Drug Elimination Program (PHDEP) Plan (*OH002d01*)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
 - Substantial Deviation and Significant Amendment or Modification (*OH002e01*)
 - Community Service Policy (*OH002f01*)
 - Pet Ownership (*OH002g01*)
 - Resident Member on Governing Board (*OH002h01*)
 - Membership on Resident Advisory Board (*OH002i01*)
 - Progress Statement (*OH002j01*)
 - Summary of Policy or Program Changes for the Upcoming Year (*OH002k01*)
 - Section 8 Homeownership Capacity Statement (*OH002l01*)
 - 1998 Performance and Evaluation Report (*OH002m01*)
 - 1999 Performance and Evaluation Report (*OH002n01*)
 - 2000 Performance and Evaluation Report (*OH002o01*)

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
✓	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
✓	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
N/A	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
✓	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
✓	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
✓	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
✓	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
✓	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
✓	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 checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
✓	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
✓	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 checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
✓	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
✓	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
✓	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
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
✓	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
ø	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
✓	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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
✓	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
✓	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	8887	4	3	4	3	4	4
Income >30% but <=50% of AMI	4722	4	3	4	3	4	4
Income >50% but <80% of AMI	5067	3	3	4	2	4	4
Elderly	6615	3	3	4	3	3	3
Families with Disabilities	8281	3	3	4	2	3	3
Caucasian	20,647	4	3	4	3	4	4
African/American	6,720	4	3	4	3	4	4
Hispanic	606	4	3	4	3	4	4
Asian	126	4	3	4	3	4	4

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: **1995 and 1998**
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	126		430
Extremely low income <=30% AMI	118	94%	
Very low income (>30% but <=50% AMI)	6	4%	
Low income (>50% but <80% AMI)	2	2%	
Families with children	52	41%	
Elderly families	31	25%	
Families with Disabilities	22	17%	
Caucasian	37	29%	
African-American	83	66%	
Hispanic	6	5%	
other			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	75	60%	75
2 BR	31	24%	31
3 BR	15	12%	15
4 BR	4	3%	4
5 BR	1	1%	1

Housing Needs of Families on the Waiting List			
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)? NA			
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			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
Processing 500 applicants out of 1856 on the current waiting list. Waiting list opened on 1/9/01.			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	500***		
Extremely low income <=30% AMI			
Very low income (>30% but <=50% AMI)			
Low income (>50% but <80% AMI)			
Families with children			
Elderly families			
Families with Disabilities			
Caucasian			
African-American			
Hispanic			
Other			
Characteristics by Bedroom Size (Public Housing			

Housing Needs of Families on the Waiting List			
Only)			
1BR	N/A	N/A	N/A
2 BR	N/A	N/A	N/A
3 BR	N/A	N/A	N/A
4 BR	N/A	N/A	N/A
5 BR	N/A	N/A	N/A
5+ BR	N/A	N/A	N/A
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 2			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" 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 checked="" type="checkbox"/> Yes Family Unification Program – SRO			

***** Waiting list was opened on 1/9/1. Five hundred of 1,856 applications received are being processed.**

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) **Employ admissions preferences for Public Housing aimed at families who are working.**

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 N/A

- 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	4,720,000.00	
b) Public Housing Capital Fund	1,900,000.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	5,451,500.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	233,500.00	
g) Resident Opportunity and Self-Sufficiency Grants	35,000.00	
h) Community Development Block Grant (applied; not yet approved/awarded)	300,000.00	<i>Other</i>
i) HOME		
Other Federal Grants (list below)		
<i>Service Coordinator</i>	50,000.00	<i>Supportive Services</i>
2. Prior Year Federal Grants (unobligated funds only) (list below)		
<i>Economic Development & Supportive Services</i>	500,000.00	<i>Economic development</i>
<i>Drug Elimination Grant (2000)</i>	233,500.00	<i>Public housing safety/security</i>
<i>New Development 2-22</i>	300,000.00	<i>New Construction</i>
<i>HOPE VI Demolition</i>	300,000.00	<i>Westlake Demolition</i>
<i>Comprehensive Grant – FY 1999</i>	1,120,000.00	<i>Public housing Capital Improvements</i>
<i>Capital Fund – FY 2000</i>	2,700,000.00	<i>Public housing Capital Improvements</i>
<i>Sub-total</i>	17,843,500.00	
3. Public Housing Dwelling Rental Income	1,526,900.00	<i>Public housing operations</i>

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
4. Other income (list below)	<i>247,700.00</i>	
<i>Non-Dwelling Rent</i> 5,000.00		<i>Public housing operations</i>
<i>Excess utilities</i> 20,200.00		<i>Public housing operations</i>
<i>Interest on General Funds Investments</i> 105,800.00		<i>Public housing operations</i>
<i>Other income: legal fees, maintenance</i> 116,700.00		<i>Public housing operations</i>
<i>Charges to tenants, late fees, NSF check</i>		
<i>Charges, inc.</i>		
4. Non-federal sources (list below)		
Sub-total	<i>1,774,600.00</i>	
Total resources	<i>19,618,100.00</i>	

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: **At initial application**

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

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

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 (**if feasible**)
- Other (describe)

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

- PHA main administrative office
- PHA development site management office
- Other: **Home visit if needed.**

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? - **Up to four lists.**

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? **Kimmel Brook Homes, Struthers Manor, Michael J. Kirwan Homes, & Victory Estates**

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: **n/a**

(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: - Transfer to scattered site single family homes based on tenant history.

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: **N/A**

- 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.

2 Date and Time

Former Federal preferences: **N/A**

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)

- 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)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing (Not required per PIH Notice 2001-4)

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)

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:

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: **Name and address of current and previous landlord**

(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)

As directed when waiting list is open.

(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:

- **Illness**
- **Tried to look, but cannot locate**
- **Medical problems**
- **Disabled persons**
- **Attempting to locate housing in a preferred areas**

(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) **Families and elderly over the age of 62 have priority over singles that are not elderly, disabled or displaced.**

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.

2 Date and Time

Former Federal preferences **N/A**

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
- 1 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
- 1 Other preference(s) (list below) **Families and elderly over the age of 62 have priority over singles that are not elderly, disabled or displaced.**

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) **n/a**
- 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: **N/A**

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
(Statutory, implement when rule is final)

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

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

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

For certain size units; e.g., larger bedroom sizes

Other (list below)

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

Market comparability study

Fair market rents (FMR)

95th percentile rents

75 percent of operating costs

100 percent of operating costs for general occupancy (family) developments

Operating costs plus debt service

- The “rental value” of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)
 - Never
 - At family option
 - Any time the family experiences an income increase
 - Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
 - Other **At annual recertification for income increase. Any time family composition changes. Families must also report any increase in income when the last action was a decrease in the family(s) share of rent due to a decrease in income.**

- 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? (After the regulation is final, a feasibility study will be made.)
- (After the regulation is final, a feasibility study will be made).**

(2) Flat Rents

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

- a. What is the PHA’s payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply) **N/A**

- 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?

- SRO/ Homeless participants are exempt.

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA’s management structure and organization.

(select one)

- An organization chart showing the PHA’s management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows: **The Youngstown Metropolitan Housing Authority utilizes a basic vertical organizational structure. Reporting to the five member Board of Commissioners is the Executive Director. Five directors report to the Executive Director, with one director empowered to act on the Executive Director’s behalf during his absence. The directors oversee five divisions, including Finance, Human Resources, Operations, Development, and Section 8.**

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	1686	20%
Section 8 Vouchers	933	2%
Section 8 Certificates	341	1%
Section 8 Mod Rehab	NA	NA
Special Purpose Section 8 Certificates/Vouchers (list individually)	25	11
Family Unification		
Public Housing Drug Elimination Program (PHDEP)	1300	260
Other Federal Programs(list individually)		
Section 8 SRO		
Mod Rehab	60	48

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:

- *Work Order System*
- *Pest Eradication Policy*
- *Maintenance Plan*
- *Uniform Inspection System*
- *Admissions and Occupancy Policy*
- *Fair Housing Policy*
- *Grievance Procedures*
- *Tenant Selection and Assignment Plan*
- *Community Service Plan*
- *Handicapped Policy*
- *Termination and Eviction*
- *Transfer and Transfer Waiting List*
- *Resident Initiative*
- *Section 3 Plan*
- *Pet Policy for Families*
- *Pet Policy for Elderly*

(2) Section 8 Management:

- *Section 8 Administrative Plan*
- *Section 8 and SEMAP Procedures*

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) **OH002b01**

-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 (state name) **OH002c01**

-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)

1998 Performance and Evaluation Report – OH002m01

1999 Performance and Evaluation Report – OH002n01

2000 Performance and Evaluation Report – OH002o01

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
 Revitalization Plan submitted, pending approval
 Revitalization Plan approved
 Activities pursuant to an approved Revitalization Plan underway

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

- 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: **URD (Urban Revitalization Development) – Hope VI**

- 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: **- CDBG funds for redevelopment of the urban revitalization area. May be received by 06-30-01.**

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: Scattered Sites
1b. Development (project) number: OH2 - 14
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (01/05/00)
5. Number of units affected: 14
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: January 1, 2001 b. Projected end date of activity: January 1, 2003

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:	Vasu Manor 2-6 Norton Manor 2-8 Gutknecht Tower 2-9 Struthers Manor 2-11 Amedia Plaza 2-12 Lowellville Park 2-21
1b. Development (project) number:	See above
2. Designation type:	Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	<u>(9/30/96)</u>

5. If approved, will this designation constitute a (select one) **N/A**

New Designation Plan

Revision of a previously-approved Designation Plan?

6. Number of units affected: **637**

7. Coverage of action (select one)

Part of the development

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 NA

- 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):

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: Scattered sites
1b. Development (project) number: OH2-20; OH2-22
2. Federal Program authority: <input type="checkbox"/> HOPE I <input checked="" 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 checked="" 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: (6-12-1997)
5. Number of units affected: 30 Note: All units involved were through acquisition or new construction and not originally part of a development.
6. Coverage of action: (select one) <input checked="" 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:

1. Required to be enrolled in the FSS program.
2. Be in good standing with housing authority/landlord.

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? 12/05/99

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 **if feasible**
- 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>EDSS</i>	<i>400</i>	<i>Per EDSS Grant</i>	<i>PHA Main Office</i>	<i>PH & Community</i>
<i>Resident Employment Opportunity Program</i>	<i>14</i>	<i>Specific</i>	<i>Management Office</i>	<i>PH</i>
<i>Youth Enjoying Life and Learning</i>	<i>50</i>	<i>Random</i>	<i>Management Office</i>	<i>PH & Community</i>
<i>Midnight Basketball Program</i>	<i>65</i>	<i>Random Selection</i>	<i>Main Office</i>	<i>PH & Community</i>
<i>Youthbuild</i>	<i>30</i>	<i>Specific</i>	<i>Main Office</i>	<i>PH & Community</i>

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2001 Estimate)	Actual Number of Participants (As of: 03/13/01)
Public Housing Public Housing	18	18
Section 8	200	115

- 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

See attachment: OH002f01

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 use to determine the need for PHA actions to improve safety of residents (select all that apply).

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

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

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

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

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

Other (describe below)

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

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

2. Which developments are most affected? (list below) **All families communities**

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: ***OH002d01***)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? n/a
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:
- *Residents expressed that HOPE VI was a priority.*
 - *Residents cited the need for more residents to take advantage of current programs, youth activities, security needs, resident employment activities, and basic skills activities. These needs are being addressed in the PHDEP Program.*
 - *Residents cited the need for transportation to PHA activities.*
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 **N/A**

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here) ***Mahoning County***
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.
 - ***Assist small and large extreme in low-income families.***
 - Other: (list below)
4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)
 - ***The YMHA Public Housing Section 8, Capital Fund and PHDEP activities are supported as part of the Consolidate Plans strategy.***
 - ***The Consolidated Plans sites small and large renter householder (0-31% MFI) as a top priority and the YMHA as the primary way to meet this priority.***
 - ***The proposed YMHA HOPE VI Westlake Revitalization supported as economic development in the Consolidated Plan is a high priority.***

- *The Consolidated Plan sites the YMHA self-sufficiency programs as a strategy to meet the anti-poverty priority.*

D. Other Information Required by HUD

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

Attachments

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

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 FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

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

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

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

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)

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

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years				

**Annual Statement /
Performance and Evaluation Report**
Part I: Summary
Capital Fund Program (CFP)

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

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

H A Name YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY	Capital Funds Grant No: OH12P00250101	FFY of Grant Approval 2001
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserved for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number _____ <input type="checkbox"/> Performance and Evaluation Report for Program Year Ending _____ <input type="checkbox"/> Final Performance and Evaluation Report for Program Year Ending _____		

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operating Expenses(may not exceed 10% of line 20)	250,000.00			
3	1408 Management Improvements	320,000.00			
4	1410 Administration	230,000.00			
5	1411 Audit	1,000.00			
6	1415 Liquidated Damages	0.00			
7	1430 Fees and Costs	150,000.00			
8	1440 Site Acquisition	0.00			
9	1450 Site Improvement	485,000.00			
10	1460 Dwelling Structures	1,775,000.00			
11	1465.1 Dwelling Equipment-Nonexpendable	40,000.00			
12	1470 Nondwelling Structures	50,000.00			
13	1475 Nondwelling Equipment	230,000.00			
14	1485 Demolition	0.00			
15	1490 Replacement Reserve	0.00			
16	1492 Moving to Work Demonstration	0.00			
17	1495.1 Relocation Costs	0.00			
18	1499 Development	300,000.00			
19	1502 Contingency (may not exceed 8% of line 20)	277,866.00			
20	Amount of Annual Grant (sums of lines 2-19)	4,108,866.00			
21	Amount of line 20 Related to LBP Activities	150,000.00			
22	Amount of Line 20 Related to Section 504 Compliance	0.00			
23	Amount of Line 20 Related to Security	150,000.00			
24	Amount of Line 20 Related to Energy Conservation Measures	0.00			

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement Signature of Executive Director and Date X	(2) To be completed for the Performance and Evaluation Report Signature of Public Housing Director X
--	--

Annual Statement/Performance and Evaluation Report

U.S. Department of Housing and Urban Development

Youngstown Metropolitan Housing Authority

Part II: Supporting Pages

Office of Public and Indian Housing

Capital Fund Program (CFP)

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
OH 2-001 Westlake Terrace Homes	Site (landscaping, concrete, play area, drains, fencing, security lighting, tree)	1450	LOT	50,000.00				
	Security (crawl space doors, board-ups, cameras, etc.)	1450	LOT	40,000.00				
	Exterior-Roof (replace with shingles, canopies, frontage)	1460	LOT	400,000.00				
	HVAC (balance; upgrade; boiler plant)	1460	LOT	40,000.00				
	Interior (paint, electrical, cabinet repair, replace carpet, bathrooms)	1460	LOT	40,000.00				
	Exterior (porches, masonry, paint, etc.)	1460	LOT	200,000.00				
	Subtotal			770,000.00				
Kimmel brook Homes OH2-003	Development (activity center)	1499	LOT	300,000.00				
	Landscape	1450	LOT	10,000.00				
	OH12P002003 SUBTOTAL		Subtotal	310,000.00				
OH2-04 Kirwan Homes	Exterior (upgrades)	1460	LOT	10,000.00				
	Site (landscaping)	1450	LOT	10,000.00				
	Subtotal		Subtotal	20,000.00				
OH 2-005 P.L. Strait Homes (2-5E, 2-5F)	Site 2-5E (drains, concrete, playgrounds, landscaping clothes line poles)	1450	LOT	100,000.00				
	Site 2-5F (drains, concrete, playgrounds, landscaping clothes line poles)	1450	LOT	100,000.00				
	Security 2-5E (security system, additional site/ security lighting)	1450	LOT	30,000.00				
	Exterior 2-5E (roof replacement, gutters, doors, paint, etc.)	1460	LOT	100,000.00				
	Exterior 2-5F (roofs,doors,windows)	1460	LOT	100,000.00				

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director/Office and Date

Annual Statement/Performance and Evaluation Report

U.S. Department of Housing and Urban Development

Youngstown Metropolitan Housing Authority

Part II: Supporting Pages

Office of Public and Indian Housing

Capital Fund Program (CFP)

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
OH2-005 cont'd	Interior 2-5E (paint and patch)	1460	LOT	40,000.00				
	Interior 2-5F (fixtures, paint, patch)	1460	LOT	50,000.00				
	Interior 2-5F (unit conversions,painting,etc.)	1460	LOT	100,000.00				
	Maintenance office (upgrade)	1470	LOT	50,000.00				
	OH12P002005 SUBTOTAL			670,000.00				
OH 2-006 VASU MANOR	Interior (elevators,cabinets,countertops,painting,floor coverings, lobby furniture, laundry, etc.)	1460	LOT	50,000.00				
	Plumbing (repairs)	1460	LOT	20,000.00				
	OH12P002006 SUBTOTAL			70,000.00				
OH 2-008 NORTON MANOR	Site (landscaping, lighting, drains, etc.)	1450	LOT	10,000.00				
	Plumbing (repair/replace lines, shut-off valves,drains toilet and tubs)	1460	LOT	20,000.00				
	HVAC (ventilation, air conditioning,etc.)	1460	LOT	10,000.00				
	Interior (elevator upgrade, tile countertops,floor covering,lobby furniture,laundry facilities)	1460	LOT	50,000.00				
	OH12P002008 SUBTOTAL			90,000.00				

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

Annual Statement/Performance and Evaluation Report

U.S. Department of Housing and Urban Development

Youngstown Metropolitan Housing Authority

Part II: Supporting Pages

Office of Public and Indian Housing

Capital Fund Program (CFP)

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
OH 2-009 Gutknecht Tower	Exterior (renovate porches, roofs, concrete repair)	1460	LOT	10,000.00				
	Elevator (upgrade)	1460	LOT	30,000.00				
	Interior (cabinets, countertops, painting, floor coverings, lobby furniture, laundry facility)	1460	LOT	50,000.00				
	Site	1450	LOT	10,000.00				
	OH12P002009 SUBTOTAL			100,000.00				
OH 2-011 Struthers Manor	Interior (elevator lobby upgrade)	1460	LOT	5,000.00				
	Exterior	1460	LOT	30,000.00				
	Site (parking)	1450	LOT	5,000.00				
	OH12P002011 SUBTOTAL			40,000.00				
OH 2-012 C.A. Amedia Plaza	Furnishings	1475	LOT	100,000.00				
	Interior (elevator, lobby basement)	1460	LOT	50,000.00				
	OH12P002012 SUBTOTAL			150,000.00				
OH 2-014 Scattered Sites Sub Rehab	Site improvements (landscaping, concrete, lighting, etc.)	1450	LOT	100,000.00				
	Lead based paint abatement	1460	LOT	150,000.00				
	Exterior (roofing/siding)	1460	LOT	100,000.00				
	Interior (heating, plumbing, electrical, paint, tile, kitchen)	1460	LOT	100,000.00				
	OH12P002014 SUBTOTAL			450,000.00				

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

Annual Statement/Performance and Evaluation Report

U.S. Department of Housing and Urban Development

Youngstown Metropolitan Housing Authority

Part II: Supporting Pages

Office of Public and Indian Housing

Capital Fund Program (CFP)

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
HA-WIDE OPERATIONS	Operations	1406		250,000.00				
	OPERATIONS SUBTOTAL			250,000.00				
MANAGEMENT IMPROVEMENTS	Computers/software	1408	LOT	150,000.00				
	Resident Initiatives	1408	LOT	60,000.00				
	Training (management/employee)	1408	LOT	30,000.00				
	Security/Law Enforcement	1408	LOT	80,000.00				
	MANAGEMENT SUBTOTAL			320,000.00				
Nontechnical Salaries	Salaries and Fringes	1410.1	LOT	150,000.00				
	Cost Allocation Plan	1410	LOT	80,000.00				
	NONTECHNICAL SUBTOTAL			230,000.00				
CFP Audit Cost	Audit Costs	1411	LOT	1,000.00				
	CFP AUDIT COST SUBTOTAL			1,000.00				
Architectural & Engineering Fees	A&E Fees	1430.1	LOT	150,000.00				
	ARCHITECTURAL SUBTOTAL			150,000.00				
Site Improvements	Site Improvements - emergency site repairs	1450	LOT	20,000.00				
	SITE IMPROVEMENTS SUBTOTAL			20,000.00				

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

Annual Statement/Performance and Evaluation Report

Part II: Supporting Pages

Capital Fund Program (CFP)

U.S. Department of Housing and Urban Development

Office of Public and Indian Housing

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
Dwelling Structures	Dwelling Structures - Emergency Repairs	1460	LOT	20,000.00				
	DWELLING STRUCTURES SUBTOTAL			20,000.00				
Dwelling Equipment Nonexpendable	Appliances (refrigerators, stoves)	1465.1	LOT	40,000.00				
	DWELLING EQUIPMENT SUBTOTAL			40,000.00				
Nondwelling Equipment - Furniture & Equip.	Office equipment	1475.1	LOT	20,000.00				
	NONDWELLING SUBTOTAL			20,000.00				
Nondwelling Equipment - Maintenance Equip.	Maintenance equipment (graffiti removers, mowers, etc.)	1475.2	LOT	50,000.00				
	NONDWELLING SUBTOTAL			50,000.00				
Nondwelling Equipment Automotive	Vehicles (trucks, tractors, cars, etc.)	1475.7	LOT	60,000.00				
	NONDWELLING SUBTOTAL			60,000.00				
CFP Contingency Account	Contingency Account	1502		277,866.00				
	CFP CONTINGENCY SUBTOTAL			277,866.00				
	HA-WIDE SUBTOTAL			1,438,866.00				
	GRAND TOTAL			4,108,866.00				

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

Annual Statement/Performance
and Evaluation Report

Part III: Implementation Schedule

Capital Fund Program (CFP)

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

Youngstown Metropolitan Housing Authority

Development Number/Name H/A-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
OH 2-001 Westlake Terrace	6/30/03			6/30/04			
OH 2-003 Kimmel Brook	6/30/03			6/30/04			
OH 2-004 Kirwan Homes	6/30/03			6/30/04			
OH 2-005 P.L. Strait Homes (2-5E & 2-5F)	6/30/03			6/30/04			
OH 2-006 Vasu Manor	6/30/03			6/30/04			
OH 2-008 Norton Manor	6/30/03			6/30/04			
OH 2-009 Gutknecht Tower	6/30/03			6/30/04			
OH2-011 Struthers Manor	6/30/03			6/30/04			
OH2-012 Amedia Plaza	6/30/03			6/30/04			
OH2-014 Scattered Sites/ Sub Rehab	6/30/03			6/30/04			
-----HA Wide-----	6/30/03			6/30/04			
Computers/software	6/30/03			6/30/04			
Office Equipment	6/30/03			6/30/04			
Vehicles	6/30/03			6/30/04			
Maintenance Equipment	6/30/03			6/30/04			
Appliances	6/30/03			6/30/04			
Audit Costs	6/30/03			6/30/04			
Resident Initiative	6/30/03			6/30/04			
Contingency	6/30/03			6/30/04			
Operations	6/30/03			6/30/04			
Training	6/30/03			6/30/04			
Security/Law Enforcement	6/30/03			6/30/04			
Emergency Site Improve.	6/30/03			6/30/04			
Emergency Dwell. Struct.	6/30/03			6/30/04			
	6/30/03			6/30/04			

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

Signature of Executive Director and Date (mm/dd/yyyy)

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

Signature of Public Housing Director and Date (mm/dd/yyyy)

Five Year Action Plan Part II: Supporting Pages -Work Activities

		Activities for Year: 2		FFY Grant: 2002		Activities for Year: 2		FFY Grant: 2002	
		PHA FY: 2002		PHA FY: 2002		PHA FY: 2002		PHA FY: 2002	
Activities for Year 1	General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Cost	Estimatec		
See	<u>OH 2-014 Scattered Sites/Sub Rehab</u> Lead base paint abatement Site improvements (landscaping, concrete, lighting, etc.) Exterior (roofing/siding) Interior (heating, plumbing, electrical, paint, tile, kitchen)	LOT LOT LOT LOT Subtotal	50,000.00 100,000.00 100,000.00 75,000.00 <u>325,000.00</u>	AGENCY- WIDE Operations Administration Management Improvements Other Non-Dwelling Structures & Equipment	20 28 32 53 49 Subtotal 1,82				
	<u>OH2-016 Scattered Sites</u>		20,000.00						
	<u>HA Wide</u> Office equipment Vehicles (trucks, tractors, cars) Maintenance equipment (graffiti remover, mowers, etc.) Appliances (refrigerators, stoves) Computers/software Resident initiatives Training (management/employee) Security/Law enforcement	LOT Subtotal	20,000.00 50,000.00 40,000.00 40,000.00 180,000.00 60,000.00 20,000.00 80,000.00 <u>490,000.00</u>						
Annual									
Statement		Subtotal of CFP Estimated Cost			Subtotal of CFP Estimated Cost			Subtotal of CFP Estimated Cost	

Five Year Action Plan

Part II: Supporting Pages -Work Activities

		Activities for Year: 3 FFY Grant: 2003 PHA FY: 2003		Activities for Year: 3 FFY Grant: 2003 PHA FY: 2003		
Activities for Year 1	General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Cost
See	<u>OH 2-001 Westlake Terrace Homes</u> Exterior-Roof (replace with shingles, canopies, frontage)	LOT	50,000.00	<u>OH 2-008 Norton Manor</u> Interior (tile, countertops, painting, floor covering, lobby furniture, laundry facilities) <u>Oh 2-009 Gutksnecht Tower</u> Interior (tile, countertops, painting, floor covering, lobby furniture, laundry facilities) Exterior (roofs/caulking) Site (property acquisition, parking asphalt, etc.) HVAC (ventilation, air conditioning, etc.) <u>OH 2-011 Struthers Manor</u> Interior (renovation) Exterior (roofing/siding) HVAC (ventilation, air conditioning, etc.) <u>OH 2-014 Scattered sites/Sub.rehab</u> Site improvements (landscaping, concrete, lighting, etc.) Exterior (roofing/siding) Interior 2-14 (heating, plumbing, electrical, paint tile, kitchen)	LOT	
	Griffith St. Development	Lot	700,000.00		LOT	
	HVAC (balance; upgrade; boiler plant		30,000.00		LOT	60,000
	Site (landscaping, concrete, play area, drains, fencing, security lighting, tree removal		100,000.00		LOT	40,000
	Interior (paint, electrical, cabinet repair, replace carpet bathrooms)		100,000.00		LOT	50,000
	Subtotal		980,000.00		Subtotal	150,000
	<u>OH 2-004 Kirwan Homes</u> Site/security (speed bumps, fencing, lighting landscaping	LOT	100,000.00		LOT	10,000
	Subtotal		100,000.00		Subtotal	15,000
	<u>OH 2-005 P.L. Strait Homes (2-5E, 2-5F)</u> concrete ,playgrounds, landscaping, clothes line poles	LOT	80,000.00		LOT	10,000
	Subtotal		80,000.00		Subtotal	35,000
Annual	<u>Site 2-5E (drains, concrete, playgrounds, landscaping clothes line poles</u>	LOT	80,000.00	LOT	80,000	
	Exterior 2-5E (roof replacement, gutters, doors, paint, etc.		100,000.00	LOT		
Statement	Interior 2-5F (Fixtures, paint, patch) Recreation Center 2-5F		40,000.00			
	Exterior 2-5F (roof, doors, screens, gutters, etc.,)		350,000.00			
	Subtotal		100,000.00	Subtotal	80,000	
	<u>OH 2-006 Vasu Manor</u> Interior (cabinets, countertops, painting, floor covering, lobby furniture, laundry facilities) Interior (paint bathrooms, carpet tile)	LOT	20,000.00			
	Subtotal		20,000.00	Subtotal	80,000	
	Subtotal of CFP Estimated Cost		40,000.00	Subtotal of CFP Estimated Cost	160,000	

Five Year Action Plan

Part II: Supporting Pages -Work Activities

Activities for Year: 3		FFY Grant: 2003		Activities for Year: 3		FFY Grant: 2003	
PHA FY: 2003		PHA FY: 2003		PHA FY: 2003		PHA FY: 2003	
Activities for Year 1	General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Cost	Estimate#
Annual	HA-Wide Office equipment	LOT	30,000.00	Computers/software	LOT		9
	HA-Wide Vehicles (trucks, tractors, cars)	LOT	50,000.00	Resident Initiatives	LOT		6
Annual	HA-Wide Maintenance equipment (graffiti remover, mowers, etc.)	LOT	50,000.00	Training (management/employee)	LOT		2
	Appliances (refrigerators, stoves)		40,000.00	Security/Law Enforcement	LOT		8
Statement	Site improvements-Emergency site repairs		17,823.00	AGENCY- WIDE: Operations			30
	Dwelling Structures-Emergency repairs		10,000.00	Administration			28
				Management Improvements			32
				Other			55
				Non-Dwelling Structures & Equipment			43
				Subtotal	Subtotal		1.89
		Subtotal of CFP Estimated Cost			Subtotal of CFP Estimated Cost		

Five Year Action Plan Part II: Supporting Pages -Work Activities

		Work Statement for Year <u>4</u>		Work Statement for Year <u>4</u>	
		FFY: <u>2004</u>		FFY: <u>2004</u>	
Activities for Year 1	Activities for Year: 4	FFY Grant: 2004	FFY Grant: 2004	Activities for Year: 4	FFY Grant: 2004
	PHA FY: 2004			PHA FY: 2004	
See	<u>OH 2-016 Scattered Sites</u> Exterior (roofs, siding repair/replacement)	LOT	20,000.00	AGENCY- WIDE: Operations	35
	<u>OH 2-018 Scattered Sites</u> Exterior (roofs, siding repair/replacement)	Subtotal	<u>20,000.00</u>	Administration	28
	<u>HA Wide</u> Office Equipment	LOT	20,000.00	Management Improvements	32
	Vehicles (trucks, tractors, cars)	LOT	50,000.00	Other	52
	Maintenance equipment (graffiti remover, mowers, etc.)	LOT	40,000.00	Non-Dwelling Structures & Equipment	45
	Appliances (refrigerators, stoves)	LOT	40,000.00	Subtotal	<u>1.92</u>
Annual	Site Improvements - Emergency site repairs	LOT	25,000.00		
	Dwelling Structures - Emergency repairs	LOT	25,000.00		
	Computers/software		90,000.00		
	Resident Initiatives		60,000.00		
	Training (management/employee)		20,000.00		
Statement	Security/Law enforcement		80,000.00		
		Subtotal	450,000.00		
		Subtotal of CFP Estimated Cost		Subtotal of CFP Estimated Cost	

Five Year Action Plan

Part II: Supporting Pages -Work Activities

Activities for Year: 5 PHA FY: 2005		Activities for Year: 5 PHA FY: 2005		Activities for Year: 5 PHA FY: 2005	
Activities for Year 1	General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity
See	<u>OH2-016 Scattered sites</u> Exterior roofs, siding repair, replacement <u>OH2-018 Scattered sites</u> HA Wide Office Equipment Vehicles (trucks, tractors, cars) Maintenance equipment (graffiti remover, mowers, etc.) Appliances (refrigerators, stoves)	LOT LOT Subtotal LOT LOT LOT LOT	20,000.00 20,000.00 <u>60,000.00</u> 30,000.00 50,000.00 60,000.00 50,000.00	AGENCY- WIDE: Operations Administration Management Improvements Other Non-Dwelling Structures & Equipment	35 28 32 52 45 1.92
Annual	Computer/software resident Initiatives Training (management/employee) Security/Law Enforcement	Lot Lot Lot Lot Subtotal	50,000.00 60,000.00 20,000.00 80,000.00 400,000.00		
Statement		Subtotal of CFP Estimated Cost			Subtotal of CFP Estimated Cost

Public Housing Drug Elimination Program Plan

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

Section 1: General Information/History

A. Amount of PHDEP Grant \$466,927

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

C. FFY in which funding is requested 2001

D. Executive Summary of Annual PHDEP Plan

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

The Youngstown Metropolitan Housing Authority (YMHA) will continue to address the problem of drug and criminal activity at targeted developments. Additional security and onsite activities and programs will: encourage resident involvement; foster individual community pride and awareness; provide alternatives to drug and criminal involvement; and increase safety at the developments by decreasing the incidents of criminal and drug-related activity.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
<i>Westlake Terrace</i>	<i>308</i>	<i>500</i>
<i>Brier Hill Homes</i>	<i>204</i>	<i>500</i>
<i>Victory Estates</i>	<i>150</i>	<i>350</i>
<i>Kimmel Brook Homes</i>	<i>175</i>	<i>160</i>
<i>Kirwan Homes</i>	<i>150</i>	<i>660</i>
<i>Amedia Plaza</i>	<i>135</i>	<i>80</i>
<i>Scattered Sites</i>	<i>100</i>	<i>360</i>

F. Duration of Program

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

12 Months _____ **18 Months** _____ **24 Months** x _____

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	Grant Start Date	Grant Term Date
FY 1995	\$515,939	OH12DEP0020195	0	GE		
FY 1996	\$524,180	OH12DEP0020196	0			
FY 1997	\$499,980	OH12DEP0020197	0			
FY1998	\$499,980	OH12DEP0020198	\$135,588			12-22-99
FY 1999	\$448,019	OH12DEP0020199	\$448,019			12-17-01
FY 2000	\$466,927	OH12DEP0020100	\$466,927			11-17-02

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.

The strategy to address crime and criminal activity in targeted public housing developments consist of a multi-component, multi-agency effort that incorporates security, economic development, and welfare-to-work initiatives and youth and adult substance abuse activities. The City of Youngstown Police Department has partnered with YMHA to provide services that are designed to reduce and /or eliminate violent crime, drug trafficking and drug related crime. Several community agencies partners provide a broad range of on-site drug prevention, intervention and treatment referral services that are designed to assist residents in improving their quality of life, eliminating welfare dependency and engaging in employment opportunities that will lead to self-sufficiency. Program evaluation will be conducted by an outside contracted provider and will encompass a process, outcome and impact design

B. PHDEP Budget Summary

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

FY 2000 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 – Reimbursement of Law Enforcement	260,000
9115 – Special Initiatives	0
9116 – Gun Buyback TA Match	0
9120 – Security Personnel	58,908
9130 – Employment of Investigators	0
9140 – Voluntary Tenant Patrol	2,000
9150 – Physical Improvements	0
9160 – Drug Prevention	45,000
9170 – Drug Intervention	2,000
9180 – Drug Treatment	18,000
9190 – Other Program Costs	81,019
TOTAL PHDEP FUNDING	\$466,927

PHDEP Plan Goals and Activities

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

9110 – Reimbursement of Law Enforcement					Total PHDEP Funding: \$260,000		
Goal(s)	<i>To decrease by 3% overall drug and criminal activity in the targeted developments</i>						
Objectives	<i>To contract with the City of Youngstown to provide additional protective services, over and above those that are provided under the cooperative agreement, to reduce drug and criminal activity by 3% annually.</i>						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. <i>Additional Foot and Vehicle Patrols</i>			7/01	2/02	\$260,000	\$55,000	<i>Decrease in overall crime, drug-related arrest, vacancy rate, vandalism costs</i>
2.							
3.							

9120 – Security Personnel					Total PHDEP Funding: \$58,908		
Goal(s)	<i>To increase by 5% the perception of residents regarding safety and reduce the number of calls for service by 3%.</i>						
Objectives	<i>To contract with a company to provide guard and monitoring services at Amedia Plaza</i>						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. <i>Sign guest in and out and video surveillance</i>			8/02	8/03	\$58,908		<i>Security Logs, Resident Survey</i>
2.							
3.							

9140 – Voluntary Tenant Patrol					Total PHDEP Funding: \$2,000		
Goal(s)	<i>To increase the number of resident patrol groups by 10% and provide information available to on-site management and police concerning criminal activity at the developments.</i>						
Objectives	<i>To establish, train and provide the necessary equipment and uniforms for resident volunteers to patrol their developments with walkietalkies and report drug and criminal activity in an effort to reduce drug and criminal activity.</i>						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. <i>Resident Patrol Training and Patrols</i>	20	1,075	1/02	12/02	\$2,000		<i>Criminal activity decrease by 3%</i>
2.							
3.							

9160 – Drug Prevention					Total PHDEP Funding: \$45,000		
Goal(s)	<i>To reduce criminal activity by 3% and reduce welfare dependency of 20 families.</i>						
Objectives	<i>To provide a comprehensive drug prevention approach designed to address individual needs, relationship with family, peers and community to eliminate welfare dependency and reduce drug related crime.</i>						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. <i>Resource Centers (5)</i>	1500	2,400	7/02	6/03	\$1,000		<i>Increase in the number of residents seeking information, supportive service referrals; education sessions by 5%</i>
2. <i>Quarterly Newsletter and Monthly Educational Sessions for New Residents</i>	300	2,400	10/02	9/03	\$1,000		<i>Increase in resident knowledge of lease regarding drug and criminal activity and other community services to decrease in evictions by 3%</i>
3. <i>Training and Employment Opportunity</i>	40	1,600	6/01	12/01	\$10,000		<i>Increase by 5% the number of referrals for employment and training opportunities.</i>
4. <i>After School Tutorial Program</i>	50	700	1/03	12/03	\$25,000		<i>Increase by 5% number passing proficiency exam and improved grades</i>
5. <i>After School PANDA Program</i>	50	700	9/02	8/03	\$2,000		<i>Increase in knowledge by 10%</i>
6. <i>After School YELL Summer Program</i>	35	700	6/02	9/02	\$6,000		<i>20 youth will improve skills in water safety; increase awareness of cultural / educational events and drug and teen pregnancy prevention activities.</i>

9170 - Drug Intervention					Total PHDEP Funding: \$2,000		
Goal(s)	<i>To provide a minimum of 10 referrals for substance abuse services as an alternative to eviction</i>						
Objectives	<i>To contract with a substance abuse provider to conduct training for housing managers and other key staff to increase knowledge in order to recognize and refer candidates for substance abuse</i>						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. <i>Training sessions.</i>	30	1,075	7/02	6/03	2,000		<i>10% increase in knowledge</i>
2.							
3.							

9180 - Drug Treatment					Total PHDEP Funding: \$18,000		
Goal(s)	<i>To increase by 5% the number referred for substance abuse treatment.</i>						
Objectives	<i>To contract with a service provider to coordinate activities to increase the number of residents seeking substance abuse treatment.</i>						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. <i>Coordinate and provide on-site assessments, support groups, educational sessions and referrals; Resident Advocate training</i>	55	2,400	7/02	6/03	18,000		<i>Increase by 5%, the number of residents referred to treatment, number attending educational sessions and support groups</i>
2.							
3.							

9190 - Other Program Costs					Total PHDEP Funds: \$81,019		
Goal(s)	<i>To conduct program activities according to program goals and objectives in a timely manner.</i>						
Objectives	<i>To provide the necessary staff, training and consultant to conduct and monitor program activities and expenditures.</i>						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. <i>Personnel</i>			10/02	9/03	63,280		<i>Evaluations</i>
2. <i>Fringe Benefits</i>			10/02	9/03	12,029		<i>Evaluations</i>
3. <i>Evaluation Consultant</i>			10/02	9/03	9,500		<i>Reports</i>
4. <i>Travel</i>			10/02	9/03	1,000		<i>Documentation</i>
5. <i>Workshop/ Seminars</i>			10/02	9/03	1,000		<i>Reports</i>

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.

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	<i>Activity 1</i>	<i>260,000</i>	<i>Activity 1</i>	<i>260,000</i>
9120	<i>Activity 1</i>	<i>8,908</i>	<i>Activity 1</i>	<i>50,000</i>
9130				
9140	<i>Activity 1</i>	<i>1,000</i>	<i>Activity 1</i>	<i>2,000</i>
9150				
9160	<i>Activities 1,3,4,6</i>	<i>9,000</i>	<i>Activities 1,2,3,4,5,6</i>	<i>45,000</i>
9170			<i>Activity 1</i>	<i>2,000</i>
9180	<i>Activity 1</i>	<i>3,000</i>	<i>Activity 1</i>	<i>18,000</i>
9190			<i>Activities 1,2,3</i>	<i>81,019</i>
TOTAL		\$281,908		\$466,927

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."

YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY

COMMUNITY SERVICE/SELF-SUFFICIENCY POLICY

Attachment: OH002f01

A. Background

The Quality Housing and Work Responsibility Act of 1998 requires that all nonexempt (see definition) public housing adult residents (18 or older) contribute eight (8) hours per month of community service (volunteer work) or participate in eight (8) hours of training, counseling, classes and other activities which help an individual toward self sufficiency and economic independence. This is a requirement of Public Housing Lease.

B. Definitions

Community Service – volunteer work, which includes, but is not limited to:

- Work at a local school, hospital, recreation center, senior center or child care center
- Work with youth or senior organizations
- Work at the Authority to help improve physical conditions
- Work at the Authority to help with children's programs
- Work at the Authority to help with senior programs
- Work at the Authority to help in the administrative offices
- Helping neighborhood groups with special projects
- Working through resident organization to help other residents with problems
- Caring for the children of other residents so they may volunteer

NOTE: Political activity is excluded.

Self-sufficiency Activities – activities that include, but are not limited to:

- Job training programs
- GED classes
- Substance abuse or mental health counseling
- English proficiency or literacy (reading) classes
- Budgeting and credit counseling
- Any kind of class that helps a person toward economic independence

Exempt Adult – an adult member of the family who

- Is 62 years of age or older
- Has a disability that prevents him/her from being gainfully employed
- Is the caretaker of a disabled person
- Is working at least 20 hours per week

YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY

- Is participating in a welfare to work program
- Is receiving assistance from TANF and is in compliance with job training and work activities requirements of the program.

C. Requirements of the Program

1. The eight (8) hours per month may be volunteer work, self sufficiency program activities or a combination of the two.
2. At least eight (8) hours of activity must be performed each month. An individual may not skip a month and then double up the following month, unless special circumstances warrant special consideration. The Authority will make the determination of whether to allow or disallow a deviation from the schedule. If no approval was received from the Authority, the deviation will be considered noncompliance of this policy.
3. Activities must be performed within the community and not outside the jurisdictional area of the Authority.
4. Family obligations
 - At lease execution or re-examination all adult members (18 or older) of a public housing resident family must
 - (a) provide documentation that they are exempt from Community Service requirement if they qualify for an exemption, and
 - (b) sign a certification that they have received and read this policy and understand that if they are not exempt, failure to comply with the Community Service requirement will result in nonrenewal of their lease.
 - At each annual re-examination, non-exempt family members must present a completed documentation form (to be provided by the Authority) of activities performed over the previous twelve (12) months. This form will include places for signature of supervisors, instructors, or counselors certifying the number of hours contributed.
 - If a family member is found to be noncompliant at re-examination, he/she and the Head of Household will sign an agreement with the Authority to make up the deficient hours over the next twelve (12) month period.
5. Change in exempt status:
 - If, during the twelve (12) month period, a non-exempt person becomes exempt, it is his/her responsibility to report this to the Authority and provide documentation of such.
 - If, during the twelve (12) month period, an exempt person becomes nonexempt, it is his/her responsibility to report this to the Authority. The Authority will provide the person with the Recording/Certification documentation form and a list of agencies in the community that provide volunteer and/or training opportunities.

YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY

D. Authority obligations

1. To the greatest extent possible and practical, the Authority will
 - provide names of agencies and applicable contact personnel that can provide opportunities for residents, including disabled, to fulfill their Community Service obligations. (According to the Quality Housing and Work Responsibility Act, a disabled person who is otherwise able to be gainfully employed is not necessarily exempt from the Community Service requirement.)
 - provide in-house opportunities for volunteer work or self sufficiency programs.
2. The Authority will provide the family with exemption verification forms and Recording/Certification documentation forms and a copy of this policy at initial application and at lease execution.
3. The Authority will make the final determination as to whether or not a family member is exempt from the Community Service requirement. Residents may use the Authority's Grievance Procedure if they disagree with the Authority's determination.
4. Noncompliance of family member
 - At least thirty (30) days prior to annual re-examination and/or lease expiration, the Authority will begin reviewing the exempt or non-exempt status and compliance of the family members.
 - If the Authority finds a family member to be noncompliant, the Authority will enter into a written agreement with the noncompliant member and the Head of Household to make up the deficient hours over the twelve (12) month period.
 - If, at the next annual re-examination, the family member still is not compliant, the lease will not be renewed and the entire family will have to vacate, unless the noncompliant member agrees to move out of the unit.
 - The family may use the Authority's Grievance Procedure to protest the lease termination.

YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY

Community Service Exemption Certification

I certify that I am eligible for an exemption from the Community Service requirement for the following reason:

I am 62 or older.

I have a disability which prevents me from working.
(Certification of Disability Form will serve as documentation)

I am working.
(Employment Verification Form will serve as documentation)

I am participating in a Welfare to Work Program.
(Must provide verification letter from agency)

I am receiving TANF and am participating in a required economic self sufficiency program or work activity.
(Must provide verification from the funding agency that you are complying with job training or work requirements)

Resident Signature

Date

YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY
Community Service Compliance Certification

I/We have received a copy of, have read and understand the contents of the Authority's Community Service/Self Sufficiency Policy.

I/We understand that this is a requirement of the Quality Housing and Work Responsibility Act of 1998 and that if we do not comply with this requirement, our lease will not be renewed.

Resident _____ Date _____

Resident _____ Date _____

Resident _____ Date _____

YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY

Record and Certification of Community Service and Self Sufficiency Activities

Resident's Name: _____

Address: _____

SS Number: _____

Date of Activity	Type of Activity or Program	Number of Hours	Name of Company or Organization	Signature of Supervising Official
Total Hours Should Equal 96				

**YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY
PET OWNERSHIP POLICY
FOR FAMILY DEVELOPMENTS**

The following rules shall apply for the keeping of pets by Residents living in the units operated by YMHA. These rules do not apply to service or companion animals verified to be needed by a person with a documented disability.

A. PET RULES

1. Common household pets as authorized by this policy means a domesticated animal, such as a cat, dog, fish, bird, gerbil, hamster and guinea pig. Reptiles of any kind, with the exception of small turtles, as well as mice and rats are prohibited. These definitions do not include any wild animals, birds or fish.
2. Each household shall have only one pet (except fish or birds). The limit for birds is two (2).
3. The pet owner shall have only a small cat or dog. The animal's weight shall not exceed 20 pounds. The animal's height shall not exceed 12 inches at the shoulders. Such limitations do not apply to a service animal used to assist a disabled resident.
4. Pet owners shall license their pets yearly with the appropriate city or as required. The pet owner must show YMHA proof of rabies and distemper booster inoculations, a statement from a licensed veterinarian as to the overall health of the dog or cat and licensing annually. The pet owner must also carry renter's liability or other form of liability insurance, which covers household pets.
5. No pet owner shall keep a pet in violation of State or local health or humane laws or ordinances. Any failure of these pet ownership rules to contain other applicable State or local laws or ordinances does not relieve the pet owner of the responsibility for complying with such requirements.
6. The pet owner shall have his or her cat or dog spayed or neutered and shall pay the cost thereof. A veterinarian shall verify that the spaying or neutering has been accomplished. If the animal is less than six (6) months old, residents must agree to have the appropriate procedures performed when the animal reaches the age of six (6) months. Exceptions to this requirement shall be granted only upon certification from a veterinarian that permanent harm may result from this procedure due to the pet's age or illness.
7. The pet owner shall house the pet inside the pet owner's dwelling unit. The pet owner shall keep a cat or a dog on a leash and shall control the animal when it is taken out of

the dwelling unit for any purpose. The owner of a bird(s) shall confine them to a cage at all times. No pet owner shall allow his or her pet to be unleashed or loose outside the pet owner's dwelling unit.

8. No resident shall keep, raise, train, breed or maintain any pet of any kind at any location, either inside or outside the dwelling unit, for any commercial purpose.
9. No pet owner shall keep a vicious or intimidating pet on the premises (i.e. pit bull, chow, rottweiler, doberman, German shepherd). If the pet owner declines or delays to remove such a pet, the Authority shall do so, in order to safeguard the health and welfare of the residents.
10. No pet owner shall permit his or her pet to disturb, interfere or diminish the peaceful enjoyment of the pet owner's neighbors or other residents. The term "disturb, interfere or diminish" shall include but not be limited to barking, howling, biting, scratching or chirping. If the pet owner declines or refuses to remove the pet from the premises, the Authority shall do so.
11. The owner of a cat shall feed the animal at least once per day; provide a litter box inside the dwelling unit; clean the litter box at least every two (2) days; and take the animal to a veterinarian at least once a year. The pet owner shall not permit refuse from the litter box to accumulate or to become unsanitary or unsightly, and shall dispose of such droppings by placing them in a plastic tie sack in a designated trash container outside the building where the pet owner lives.
12. The owner of a dog shall feed the animal at least once per day; take the animal for a walk at least twice per day; remove the animal droppings at least twice per day; and take the animal to a veterinarian at least once per year. The pet owner shall not permit dog droppings to accumulate or to become unsanitary or unsightly, and shall dispose of such droppings by placing them in a plastic tie sack in a designated trash container outside the building where the pet owner lives.
13. The pet owner shall take the precautions and measures necessary to eliminate pet odors within and around the dwelling unit, and shall maintain the dwelling unit in a sanitary condition at all times, as determined by the Authority.
14. No pet owner shall alter the dwelling unit or the surrounding premises to create a space, hole, container or enclosure for any pet.
15. Authority staff shall enter a dwelling unit where a pet has been left untended for twenty-four (24) hours, remove the pet and transfer it to the proper local authorities, subject to any provisions of State or local law or ordinances in this regard. The Authority shall accept no responsibility for the pet under such circumstances.

16. Each pet owner shall pay a non-refundable pet fee of \$100.00 times the number of bedrooms in his/her unit for the current pet. If at any time in the future the pet is replaced, another one-time fee will be charged for that animal. This fee will be used to pay reasonable expenses directly attributable to the presence of the pet in the complex, including but not limited to, the cost of repairs and replacement to, and fumigation of, the apartment.
17. All residents are prohibited from feeding, housing or caring for stray animals or birds. Such action shall constitute having a pet without permission of the Authority.
18. Each pet owner shall identify an alternate custodian for his or her pet. If the pet owner is ill or absent from the dwelling unit and unable to care for his or her pet, the alternate custodian shall assume responsibility for the care and keeping of the pet, including, if necessary, the removal of the pet from Authority premises.
19. If a resident, including a pet owner, breaches any of the rules set forth above, the Authority may revoke the pet permit and evict the resident or pet owner.

B. NOTICE OF PET RULE VIOLATION

1. When the Authority determines on the basis of objective facts supported by written statements, that a pet owner has violated one or more of these rules governing the owning or keeping of pets, the Authority will:
 - (a) Serve a notice of the pet rule violation on the owner by sending a letter by first class mail, properly stamped and addressed to the resident at the leased dwelling unit, with a proper return address, or
 - (b) serve a copy of the notice on any adult answering the door at the resident's leased dwelling unit, or if no adult responds, by placing the notice under or through the door, if possible, or else by attaching the notice to the door.
2. The notice of pet rule violation must contain a brief statement of the factual basis for the determination and the pet rule or rules alleged to be violated.
3. The notice must state that the pet owner has ten (10) days from the effective date of service of notice to correct the violation (including, in appropriate circumstances, removal of the pet) or to make a written request for a meeting to discuss the violation, (the effective date of service is that day that the notice is delivered or mailed, or in the case of service by posting, on the day that the notice was initially posted).
4. The notice must state that the pet owner is entitled to be accompanied by another person of his or her choice at the meeting.

5. The notice must state that the pet owner's failure to correct the violation, to request a meeting, or to appear at a requested meeting may result in initiation of procedures to terminate the pet owner's lease.

C. PET RULE VIOLATION MEETING

1. If the pet owner makes a timely request for a meeting to discuss an alleged pet rule violation, the Authority shall establish a mutually agreeable time and place for the meeting to be held within fifteen (15) days from the effective date of service of the notice of pet rule violation (unless the Authority agrees to a later date).
2. The Authority and the pet owner shall discuss any alleged pet rule violation and attempt to correct it and reach an agreeable understanding.
3. The Authority may, as a result of the meeting, give the pet owner additional time to correct the violation.
4. Whatever decision or agreements, if any, are made will be reduced to writing, signed by both parties, with one copy for the pet owner and one copy placed in the resident's file.

D. NOTICE OF PET REMOVAL

1. If the pet owner and the Authority are unable to resolve the pet rule violation at the pet rule violation meeting, or if the Authority determines that the pet owner has failed to correct the pet rule violation within any additional time provided for this purpose, then the Authority will require the pet owner to remove the pet.
2. The notice to remove a pet will contain a brief statement of the factual basis for the determination and the pet rule or rules that have been violated and a statement that the pet owner must remove the pet within ten (10) days of the effective date of service of notice.
3. The notice will also state that failure to remove the pet may result in initiation of procedures to terminate the pet owner's residency.

E. INITIATION OF PROCEDURE TO TERMINATE PET OWNER'S RESIDENCY

1. The Authority will not initiate procedure to terminate a pet owner's residency based on a pet rule violation unless:
 - (a) The pet owner has failed to remove the pet or correct the pet rule violation within the applicable time period specified;
 - (b) The pet rule violation is sufficient to begin procedures to terminate the pet owner's residency under the terms of the lease and application regulations;

- (c) Provisions of Resident's Lease, Section XIV: Termination of Lease will apply in all cases.

F. PROTECTION OF THE PET

1. If the health or safety of a 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, the Authority may:
 - (a) Contact the responsible party or parties listed in the registration form and ask that they assume responsibility for the pet;
 - (b) If the responsible party or parties are unwilling or unable to care for the pet, the Authority may contact the appropriate State or Local Authority and request the removal of the pet;
 - (c) If the Authority is unable to contact the responsible party or parties despite reasonable efforts, action as outlined in F 1 (b) above will be followed; and
 - (d) If none of the above actions reap results, the Authority may enter the pet owner's unit, remove the pet and place the pet in a facility that will provide care and shelter until the pet owner or a representative of the pet owner is able to assume responsibility for the pet, but no longer than thirty (30) days. The cost of the animal care facility provided under this section shall be borne by the pet owner.

G. NUISANCE OR THREAT TO HEALTH OR SAFETY

Nothing in this policy prohibits the Authority or the appropriate city authority from requiring the removal of any pet from the Authority property. If the pet's conduct or condition is duly determined to constitute, under the provisions of State or local law, a nuisance or a threat to the health or safety or other occupants of the Authority property or of the other person in the community where the project is located.

H. APPLICATION OF RULES

1. Pet owners will be responsible and liable for any and all bodily harm to other residents or individuals. Destruction of personal property belonging to others caused by owner's pet will be the moral and financial obligation of the pet owner.
2. All pet rules apply to resident and/or resident's guests.

YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY

PET AGREEMENT

1. Management considers the keeping of pets a serious responsibility and a risk to each resident in the apartment. If you do not properly control and care for a pet, you will be held liable if it causes any damage or disturbs other residents.
2. Conditional Authorization for Pet. You may keep the pet that is described below in the apartment until Dwelling Lease is terminated. Management may terminate this authorization sooner if your right of occupancy is lawfully terminated or if you or your pet, your guests or any member of your household violate any of the rules contained in the Authority's Pet Policy or this agreement.
3. Pet Fee. The pet fee will be \$100 times the number of bedrooms in your unit for your current pet. The pet fee is a one-time, non-refundable charge.
 - If, at any time in the future, this pet is replaced by another animal, another one-time fee will be charged for the animal.
 - This fee will be used to pay reasonable expenses directly attributable to the presence of the pet in the development, including but not limited to, the cost of repairs and replacement to, and fumigation of, the apartment.
4. Liability Not Limited. The fee under this Pet Agreement does not limit resident's liability for property damages, cleaning, deodorization, defleaing, replacements or personal injuries.
5. Description of Pet. You may keep only one pet as described below. The pet may not exceed twelve (12) inches in height at the shoulders and twenty (20) pounds in adult weight. You may not substitute other pets for this one without amending this agreement.

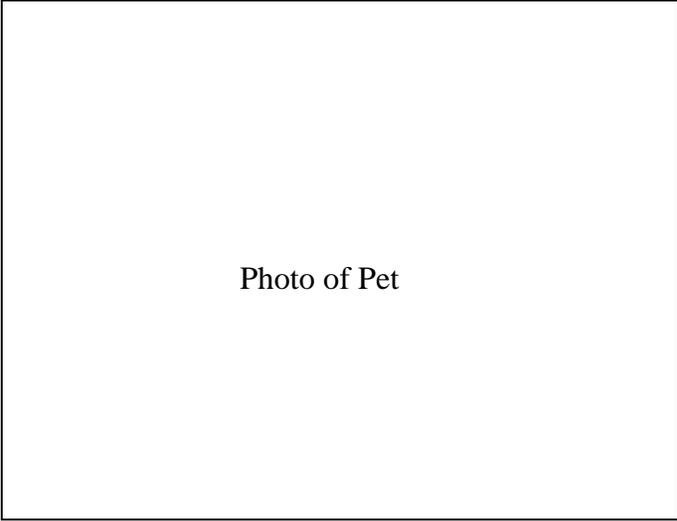
Pet's Name _____ **Type** _____

Breed _____ **Color** _____ **Weight** _____ **Age** _____

City of License _____ **License No.** _____ **Date of last Rabies shot** _____

Name, address and phone number of person able to care for pet in case of resident's permanent or temporary inability to care for animal(s).

Name _____ Address _____ Phone _____



PET POLICY CERTIFICATION

I have read and understand the above pet ownership rules and agree to abide by them.

Resident's Signature

YMHA Staff Member's Signature

Date

Date

NOTE: Certification of licensing and pet inoculation must be updated annually with lease renewal.

Youngstown Metropolitan Housing Authority

Required Attachment OH002h01: Resident Member on the PHA Governing Board

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

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

Mrs. Frances Gray – Victory Estates

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

Elected

Appointed

C. The term of appointment is (include the date term expires):

11-18-98 thru 11-16-03

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

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

Other (explain):

B. Date of next term expiration of a governing board member:

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

Mayor of Youngstown -

Youngstown Metropolitan Housing Authority

Required Attachment OH002i01: Membership of the Resident Advisory Board or Boards

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

⇒ Westlake Terrace	Alice Freeman
⇒ Brier Hill Annex	Mattie Bryant
⇒ Rockford Village	Ellen Croom
⇒ Victory Estates	Frances Gray
⇒ Kirwan Homes	Johnnie M. Smelly
⇒ Gutknecht Towers	None
⇒ Ameida Plaza	None
⇒ Norton Manor	Helen Harmon
⇒ Vasu Manor	Elizabeth Childers
⇒ Lowellville Park Apts.	Marin Augustine
⇒ Struthers Manor	Mary Noren
⇒ Section 8	Katherine Williams
⇒ Victory Estates	Lenora Venable

Residents appointed to the Resident Advisory Board are elected Resident Council Presidents, Resident Advocates and interested residents.

Summary of Policy or Program Changes for the Upcoming Year Youngstown Metropolitan Housing Authority

(OH002k01)

In addition to implementation of the community service and pet policies, listed below are changes made to the Five-Year Plan along with an explanation for those changes:

Last Year's Objective	Change to Objective	Reason
Reduce public housing vacancies: Reduce by 10% each year.	Reduce public housing vacancies: Reduce by 1% each year.	Ten percent is unrealistic in a soft market.
Improve voucher management (SEMAP): Obtain high performer score by 6/30/01.	Improve voucher management (SEMAP): Obtain high performer score by 6/30/04.	Major improvements are being made in the program, however, much more has to be done to get up to a high performer status.
Increase customer satisfaction: Obtain maximum score on PHAS.	Increase customer satisfaction: Obtain a 95% on RASS.	Customer survey is a better indication of customer satisfaction.
Concentrate on efforts to improve specific management functions: Pass unit turnaround by 6/30/01.	Concentrate on efforts to improve specific management functions: Reduce unit turnaround after modernization by 10% each year.	Until the completion of modernization programs, unit turnaround cannot be passed. Most units coming back on line have been vacant for years.
Renovate or modernize public housing units: Convert approximately 40 smaller units into 20 larger units by 6/30/04.	Renovate or modernize public housing units: Convert 28 smaller units into 14 larger units at Victory Estates by 6/30/04.	HUD required YMHA to be more specific.
Demolish or dispose of obsolete public housing. Dispose of 14 units by 6/30/04.	Dispose of 14 units by 6/30/04. Demolish 90 units at Westlake if Hope VI is awarded.	If Hope VI is awarded, will be able to proceed with demolition without having to have another public hearing.
Implement public housing site-based waiting lists: Study feasibility by 6/30/01.	Implement public housing site-based waiting lists: Study feasibility by 6/30/02.	After analyzing deconcentration and income mixing requirements, will have better idea if site-based waiting lists are needed. Not due until FY02.
Provide additional transportation alternatives to enable increase	Delete.	Objective is already listed under another strategic goal.

residential participation.		
Develop written in-house procedures for Section 8 Program by 6/30/01.	Develop written in-house procedures for Section 8 Program by 6/30/02.	Written procedures are being developed, but will not be finished until 6/30/02.

SECTION 8 HOMEOWNERSHIP CAPACITY STATEMENT
Youngstown Metropolitan Housing Authority

(OH002101)

The Youngstown Metropolitan Housing Authority Board of Commissioners adopted a Section 8 Homeownership Policy on February 22, 2001.

YMHA can demonstrate its capacity to administer the program by satisfying the following criteria:

Requiring that financing for purchase of a home under its Section 8 Homeownership Program will: be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.

**Annual Statement/Performance
and Evaluation Report
Part I: Summary
Capital Fund Program (CFP)**

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

HA Name: Youngstown Metropolitan Housing Authority

Capital Funds Program Grant No:
#OH12P00270798

FFY of Grant Approval:
1998

Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement/Revision Number 9 Performance & Evaluation Report for Program Year Ending 12/31/00
Final Performance & Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised(1)	Obligated	Expended
1	Total Non-CFP Funds	-0-	-0-	-0-	-0-
2	1406 Operations (May not exceed 10% of line 19)	-0-	-0-	-0-	-0-
3	1408 Management Improvements	260,000	136,957.73	136,957.73	113,600.31
4	1410 Administration	170,685	381,034.70	381,034.70	381,034.70
5	1411 Audit	1,000	1,000.00	1,000.00	1,000.00
6	1415 Liquidated Damages	-0-	-0-	-0-	-0-
7	1430 Fees and Costs	60,000	262,856.95	262,856.95	252,972.39
8	1440 Site Acquisition	-0-	-0-	-0-	-0-
9	1450 Site Improvement	475,000	373,974.39	373,974.39	366,547.81
10	1460 Dwelling Structure	2,388,835	2,349,112.47	2,349,112.47	908,808.71
11	1465.1 Dwelling Equipment-Non-expendable	40,000	125,163.75	125,163.75	35,557.60
12	1470 Non-dwelling Structures	-0-	-0-	-0-	-0-
13	1475 Non-dwelling Equipment	100,000	91,793.79	91,793.79	85,330.97
14	1485 Demolition	-0-	-0-	-0-	-0-
15	1490 Replacement Reserve	-0-	-0-	-0-	-0-
16	1495.1 Relocation Costs	-0-	12,453.22	12,453.22	572.56
17	1498 Mod Used for Development	-0-	76,000	76,000	-0-
18	1502 Contingency (may not exceed 8% of line	304,827	-0-		
19	Amount of Annual Grant (Sum of lines 2-18)	\$3,810,347.00	\$3,810,347.00	\$3,810,347.00	\$2,145,422.05
20	Amount of line 16 Related LBP Activities	60,000			
21	Amount of line 16 Related to Section 504	-0-			
22	Amount of line 16 Related to Security	125,000	134,094.60	134,094.60	45,261.58
23	Amount of line 16 Related to Energy Conservation Measures	-0-			

Signature of Executive Director and Date

X

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

X

**Annual Statement/
Performance and Evaluation
Part II: Supporting Pages
Capital Fund Program (CFP)**

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

OMB Approval No. 2577-0157 (Exp. 7/31/95)

Development Number/ Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
OH2-001 Westlake Terrace	Site (landscaping, concrete, tree removal, fencing, security lighting, play area)	1450	LOT	170,000	102,896.50	102,896.50	102,896.50	Work in progress.
	Exterior-Roof (repair/replace, canopies)	1460	LOT	80,000	78,070.00	78,070	78,070	Complete.
	HVAC (balance, upgrade, boiler plant)	1460	LOT	40,000	-0-			
	Interior (paint, electrical, cabinet repair, replace carpet, bathrooms)	1460	LOT	30,000	10,281.00	10,281.00	10,981.00	Work in progress.
	OH12P002001 Subtotal	\$ 191,247.50						
OH2-003 Kimmel Brook Homes	Demolition	1460	LOT	150,000	171,152	171,152	165,412	Work in progres..
	OH12P002003 Subtotal	\$ 171,152						
OH2-004 Kirwan Homes	Comprehensive Modernization	1460	LOT	100,000	960.00	960.00	960.00	Revision due to legal.
	OH12P002004 Subtotal	\$ 960.00						
OH2-005 P.L. Strait Homes (2-5E,2-5F)	Site 2-5E (mail box system, concrete, playgrounds, landscaping, clothes line poles.	1450	LOT	30,000	145,834.60	145,834.60	145,834.60	Work in progress.
	Site 2-5F (drains, concrete, fencing, playground, landscaping)	1450	LOT	35,000	4,850.00	4,850.00	4,850.00	Complete.
	Security 2-5E(security system, addtl site/securitylighting)	1450	LOT	25,000	32,116.29	32,116.29	26,820.21	Work in progress.
	Exterior 2-5F (gutters, siding repair, drains/cleanouts)	1460	LOT	20,000	11,545.00	11,545.00	6,925	Work in progress.
	Security 2-5F(security system, addtl. Site/security lighting)	1460	LOT	-0-	35,750	35,750		Work in progress.
	Window/Door/Screens 2-5F (repair/replace)	1460	LOT	50,000	21,950	21,950	21,950	Work complete.

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

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

Annual Statement/
Performance and Evaluation
Part II: Supporting Pages
Capital Fund Program (CFP)

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

OMB Approval No. 2577-0157 (Exp. 7/31/95)

Development Number/ Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
				OH2-005 cont'd.	Exterior 2-5E (roof replacement, porch lighting)	1460	LOT	
	Interior 2-5E (renovation)	1460	LOT	-0-	23,930	23,930	23,930	Work complete.
	OH12P002005 Subtotal	\$ 293,995.89						
OH2-006 Vasu Manor	Window/Door (repair/replace/caulk)	1460	LOT	30,000	-0-			Work item deleted.
	Plumbing (repair/replace lines, shut off valves, drains, toilet & tub)	1460	LOT	20,000	1,409	1,409	1,409	Work in progress.
	Exterior (curbs, concrete, etc)	1450	LOT	-0-	27,527	27,527	27,527	Work complete.
	Interior (community room)	1460	LOT	-0-	29,602	29,602	29,602	Work complete.
	OH12P002006 Subtotal	\$ 58,538						
OH2-008 Norton Manor	Security (lighting, cameras, security systems)	1450	LOT	20,000	12,832	12,832	8,771.50	Work in progress.
	Plumbing (repair/replace lines, shut off valves, drains, toilet & tub)	1460	LOT	20,000	-0-			Work item deleted.
	HVAC	1460	LOT	40,000	135,000	135,000	128,270	Work in progress.
	Interior (renovation)	1460	LOT	-0-	18,882.40	18,882.40	18,882.36	Work complete.
	Windows/Doors (repair/replace/caulk)	1460	LOT	40,000	1,265	1,265	1,265	Emerg. Repair complete.
	OH12P002008 Subtotal	\$ 167,979.40						
OH2-009 Gutknecht Tower	Site (concrete stops, site lighting, addtl. Parking, clear sidewalks of obstructions)	1450	LOT	5,000	47,568	47,568	49,093	Complete.
	Plumbing (replace toilets, bath fixtures, kitchen sinks)	1460	LOT	25,000	-0-			
	OH12P002009 Subtotal	\$ 47,568						

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

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

**Annual Statement/
Performance and Evaluation
Part II: Supporting Pages
Capital Fund Program (CFP)**

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

OMB Approval No. 2577-0157 (Exp. 7/31/95)

Development Number/ Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
				OH2-11 Struthers Manor	Site (landscaping, driveway repairs, patio area) Exterior (roof repair)	1450 1460	LOT LOT	
	OH12P002011 Subtotal	\$ 2,710.78					399,996.57	
OH 2-012 CA Amedia Plaza	Comprehensive Modernization Relocation	1460 1495	LOT LOT	1,778,835 -0-		1,778,835 12,453.22	572.56	Contract awarded.
	OH12P002012 Subtotal	\$1,791,288.22						
OH2-014 Scattered Sites/Sub Rehab	Site improvements (landscaping, concrete, lighting, etc.) Lead-based paint abatement	1450 1460	LOT LOT	30,000 60,000	350.00 9,750.25	350.00 9,750.25	755.00 425.00	Work in progress.
	OH12P002014 Subtotal	\$ 10,100.25						
OH2-022 New Development	Dwelling Structures	1498	LOT	-0-	76,000	76,000	-0-	Contract Awarded.
	OH12P002022 Subtotal	\$76,000.00						
HA-WIDE Management Improvements	Computers/software Resident Initiatives Training (management/employee) Security/Law Enforcement Marketing	1408 1408 1408 1408 1408	LOT LOT LOT LOT LOT	30,000 30,000 20,000 80,000 100,000	30,539.79 70,799.33 -0- 28,519.44 7,099.17	30,539.79 70,799.33 -0- 28,519.44 7,099.17	32,274.95 70,799.33 -0- 10,526.03 -0-	In progress. complete Work in progress. Contract Awarded
	Management Subtotal	\$ 136,957.73						
Non-technical Salaries	Salaries and Fringes Cost Allocation Plan Legal Expense	1410.1 1410.1 1410.4	LOT LOT LOT	140,685 30,000 -0-	381,034.70 -0- -0-	381,034.70 -0- -0-	236,633.02 -0- 144,401.68	In progress. Moved expense to 1430.
	Non-technical Subtotal	\$ 381,034.70						

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

**Annual Statement/
Performance and Evaluation
Part II: Supporting Pages
Capital Fund Program (CFP)**

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

OMB Approval No. 2577-0157 (Exp. 7/31/95)

Development Number/ Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
CGP Audit Cost	Audit Costs	1411	LOT	1,000		1,000	1,000	
	CGP Audit Subtotal	\$1,000						
Architect & Engineering	A&E Fees	1430.1	LOT	60,000	118,455.27	118,455.27	108,570.71	In progress.
	Consultant Fees/Legal	1430.2	LOT	-0-	144,401.68	144,401.68	144,401.68	Legal @1410 moved here.
	Architectural Subtotal	\$262,856.95						
Dwelling Equipment-Non-expend	Appliances (refrigerators/stoves)	1465.1	LOT	40,000	125,163.75	125,163.75	35,557.60	In progress.
	Dwelling Equipment Subtotal	\$125,163.75						
Nondwelling Equip. - Furniture & Equipment	Office equipment	1475.1	LOT	30,000	30,344.22	30,344.22	23,615.56	In progress.
	Nondwelling Subtotal	\$30,344.22						
Nondwelling Equipt. - Maintenance Equipment	Maintenance Equipment (graffiti remover, mowers, etc.)	1475.2	LOT	40,000	38,490.82	38,490.82	38,756.66	In progress.
	Nondwelling Subtotal	\$ 38,490.82						
Nondwelling Equipt. - Automotive	Vehicles (trucks, tractors, cars)	1475.7	LOT	40,000	22,958.75	22,958.75	22,958.75	Work complete.
	Nondwelling Subtotal	\$22,958.75						
Contgency Account	Contingency Account	1502		304,827	-0-			
	CGP Contingency Subtotal	\$0.00						
	GRAND TOTAL	\$3,810,347						

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

Signature of Executive Director and Date	Signature of Public Housing Director/Office of Native American Programs Administrator and Date
--	--

**Annual Statement/
Performance and Evaluation
Part III: Implementation Schedule
Capital Fund Program (CFP)**

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

OMB Approval No. 2577-0157 (Exp. 7/31/95)

Development Number/Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
OH 2-001 Westlake Terrace	03/31/2000			09/30/2001			
OH 2-004 Kirwan Homes	03/31/2000			09/30/2001			
OH 2-005 P.L. Strait Homes (2-5E, 2-5F)	03/31/2000			09/30/2001			
OH 2-006 Vasu Manor	03/31/2000			09/30/2001			
OH 2-008 Norton Manor	03/31/2000			09/30/2001			
OH 2-009 Gutknecht Towers	03/31/2000			09/30/2001			
OH 2-011 Struthers Manor	03/31/2000			09/30/2001			
OH 2-012 Amedia Plaza	03/31/2000			09/30/2001			
OH 2-014 Scattered Sites/Sub Rehab	03/31/2000			09/30/2001			
OH 2-022 New Development	03/31/2000			09/30/2001			
HA WIDE							
Computers/software	03/31/2000			09/30/2001			
Office Equipment	03/31/2000			09/30/2001			
Vehicles (trucks, tractors, cars)	03/31/2000			09/30/2001			
Maintenance equipment (graffiti remover, mowers, etc.)	03/31/2000			09/30/2001			
Appliances (refrigerators, stoves)	03/31/2000			09/30/2001			
Audit Costs	03/31/2000			09/30/2001			
Resident Initiatives	03/31/2000			09/30/2001			
Contingency Account	03/31/2000			09/30/2001			
Operations	03/31/2000			09/30/2001			
Training (management/employee)	03/31/2000			09/30/2001			
Security/Law Enforcement	03/31/2000			09/30/2001			
Marketing	03/31/2000			09/30/2001			

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

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

**Annual Statement/Performance
And Evaluation Report
Part I: Summary
Capital Fund Program (CFP)**

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

HA Name: Youngstown Metropolitan Housing Authority

Capital Funds Grant No:
#OH12P00270899

FFY of Grant Approval:
1999

Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement/Revision Number 7 Performance & Evaluation Report for Program Year Ending 12/31/00

Final Performance & Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised(1)	Obligated	Expended
1	Total Non-CFP Funds	-0-	-0-	-0-	-0-
2	1406 Operations (May not exceed 10% of line 19)	-0-	-0-	-0-	-0-
3	1408 Management Improvements	160,000	145,000	121,325.50	38,180.64
4	1410 Administration	180,000	440,738.40	400,738.40	2692,082.79
5	1411 Audit	1,000	1,000	1,000	-0-
6	1415 Liquidated Damages	-0-	-0-	-0-	-0-
7	1430 Fees and Costs	110,000	317,069.29	194,423.21	102,536.71
8	1440 Site Acquisition	-0-	-0-	-0-	-0-
9	1450 Site Improvement	790,000	492,000	115,978.87	64,959.39
10	1460 Dwelling Structure	2,555,646	2,840,835.56	2,465,313.56	386,390.62
11	1465.1 Dwelling Equipment-Nonexpendable	30,000	30,000	7,000	1,754.34
12	1470 Nondwelling Structures	20,000	20,000	-0-	-0-
13	1475 Nondwelling Equipment	120,000	120,000	99,999.47	70,071.68
14	1485 Demolition	-0-	-0-	-0-	-0-
15	1490 Replacement Reserve	-0-	-0-	-0-	-0-
16	1495.1 Relocation Costs	-0-	-0-	-0-	-0-
17	1498 Mod Used for Development	-0-	-0-	-0-	-0-
18	1502 Contingency (may not exceed 8% of	352,590.72	740.75	-0-	-0-
19	Amount of Annual Grant (Sum of lines 2-18)	\$4,407,384	4,407,384	3,445,779.01	925,976.17
20	Amount of line 16 Related LBP Activities	20,000			
21	Amount of line 16 Related to Section 504	-0-			
22	Amount of line 16 Related to Security	220,000			
23	Amount of line 16 Related to Energy Conservation	-0-			

Signature of Executive Director and Date

X

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

X

**Annual Statement/
Performance and Evaluation
Part II: Supporting Pages
Capital Fund Program (CFP)**

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

OMB Approval No. 2577-0157 (Exp. 7/31/95)

Development Number/ Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
OH2-001 Westlake Terrace	Site (landscaping, concrete, tree removal, fencing, security lighting, play area, drains)	1450	LOT	150,000		10,000		
	Exterior-Roof (replace with shingles, canopies, frontage)	1460	LOT	150,000	62,912	10,000	6,190.00	Work in progress.
	HVAC (balance, upgrade, boiler plant)	1460	LOT	5,000				
	Interior (paint, electrical, cabinet repair, replace carpet, bathrooms)	1460	LOT	5,000				
	Demolition	1450	LOT	200,000	-0-			Work item deleted.
	Doors (repair/replace)	1460	LOT	10,000				
	---OH12P002001 Subtotal---	\$ 232,912.00						
OH2-003 Kimmel Brook	Demolition	1460	LOT	50,000	137,088	137,088	14,588.00	Work in progress.
	---OH12P002003 Subtotal---	\$ 137,088.00						
OH2-004 Kirwan Homes	Site Work (fencing, landscaping, drains, etc.)	1450	LOT	20,000				
	Exterior (paint tile)	1460	LOT	10,000	-0-			
	Comprehensive Modernization	1460	LOT	-0-	339,944.82	339,944.82	339,944.82	Work in progress.
	---OH12P002004 Subtotal---	\$ 359,944.82						
OH2-005 P.L. Strait Homes (2-5E, 2-5F)	Site 2-5E (drains, concrete, playgrounds, landscaping, clothes line poles.)	1450	LOT	120,000	95,000	10,000	-0-	Work in progress.. -25,000 TO 2-12 RENOVATION
	Site 2-5F (drains, concrete, fencing, playground, landscaping, lighting, etc.)	1450	LOT	30,000		1,984.00	-0-	Work in progress.
	Security 2-5E (security system, addtl site/security lighting)	1450	LOT	80,000	84,951.90	84,951.90	84,951.90	Work in progress.
	Window/Door/Screens 2-5F (repair/replace)	1460	LOT	40,000				+4,951.90 FR. 1408 SECURITY

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

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

**Annual Statement/
Performance and Evaluation
Part II: Supporting Pages
Capital Fund Program (CFP)**

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

OMB Approval No. 2577-0157 (Exp. 7/31/95)

Development Number/ Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
OH2-005 contd.	Modernization 2-5F (unit conversions)	1460	LOT	50,000				
	2-5E Laundry facility	1470	LOT	20,000				
	---OH12P002005 Subtotal---	\$ 315,000.00						
OH2-006 Vasu Manor	Plumbing (repairs)	1460	LOT	20,000	17,580	20,000		-2,420.00 TO 2-6 SITES
	HVAC (ventillation, air conditioning, etc.)	1460	LOT	40,000	76,000	76,000	-0-	Work in progress.
Exterior/ site	Sidewalk replacements	1450	LOT		6,250.00	6,250.00		4 of 5 yr. plan +3,830 from 2-8 +2,420 from 2-6 plumbing
	OH12P002006 Subtotal	\$ 96,000						
OH2-008 Norton Manor	Security (lighting, cameras, security systems)	1450	LOT	30,000	-0-			
	Plumbing (repair/replace lines, shut off valves, drains, toilet & tub)	1460	LOT	20,000		15,000		
	HVAC (ventilation, air conditioning, etc.)	1460	LOT	30,000	84,000	84,000	1,200.00	Work in progress.
	Site (landscaping, lighting & drains,etc.)	1450	LOT	10,000	28,530.00	28,170.00	28,530.00	Work in progress. + 360.00 from contingency
	---OH12P002008 Subtotal---	\$136,000						
OH2-009 Gutknecht Tower	Site (property acquisition, parking, asphalt, etc.)	1450	LOT	60,000	-0-			
	Security (security system, site/security lighting, cameras, etc.)	1450	LOT	30,000	-0-			
	Plumbing (repairs, shut off valves, etc.)	1460	LOT	20,000	-0-			
	HVAC (ventilation, air conditioning, etc.)	1460	LOT	30,000	219,300.00	219,300.00	-0-	Work in progress. 3,500.00 to 2-9 roofs
	New Roofs	1460	LOT	-0-	160,000.00	134,890.00	-0-	Work in progress.
	---OH12P002009 Subtotal---	\$375,800						

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

**Annual Statement/
Performance and Evaluation
Part II: Supporting Pages
Capital Fund Program (CFP)**

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

OMB Approval No. 2577-0157 (Exp. 7/31/95)

Development Number/ Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
OH2-11 Struthers Manor	Site (landscaping, driveway repairs, patio area)	1450	LOT	10,000				Year 2 of 5 Year Plan.
	HVAC (ventilation, a/c, etc.)	1460	LOT	-0-	23,000.00	23,000	-0-	
	---OH12P002011 Subtotal---	\$33,000						
OH 2-012 CA Amedia Plaza	Comprehensive Modernization	1460	LOT	1,885,646	1,402,090.74	1,427,090.74	17,782.80	Work in progress.
	---OH12P002012 Subtotal---	\$1,427,090.74						
OH2-014 Scattered Sites/Sub Rehab	Site improvements (landscaping, concrete, lighting, etc.)	1450	LOT	30,000				Work in progress.
	Lead-based paint abatement	1460	LOT	20,000		2,500	-0-	
	Interior (heating, plumbing, electrical, paint, tile, kitchen)	1460	LOT	150,000				
	---OH12P002014 Subtotal---	\$ 200,000						
HA-WIDE Management Improvements	Computers/software	1408	LOT	40,000		40,000	3,585.19	Work in progress.
	Resident Initiatives	1408	LOT	30,000	45,000	30,000	34,057.51	Work in progress.
	Training (management/employee)	1408	LOT	10,000		5,000	537.94	Work in progress.
	Security/Law Enforcement	1408	LOT	80,000	50,000	31,325.50	-0-	Work in progress.
	---Management Subtotal---	\$ 145,000						
Nontechnical Salaries	Salaries and Fringes	1410.1	LOT	150,000	422,636.40	422,636.40	245,980.79	In progress.
	Cost Allocation Plan	1410.1	LOT	30,000	-0-	-0-	-0-	
	Legal Expense	1410.4	LOT	-0-	-0-	-0-	7,040.66	Move expense to 1430.
	Sundry	1410.9	LOT	-0-	18,102.00	18,102.00	16,102.00	Work in progress.
	---Nontechnical Subtotal---	\$440,738.40						
CGP Audit Cost	Audit Costs	1411	LOT	1,000		1,000.00	-0-	Work in progress.
	---CGP Audit Subtotal---	\$ 1,000						

**Annual Statement/
Performance and Evaluation
Part II: Supporting Pages
Capital Fund Program (CFP)**

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

OMB Approval No. 2577-0157 (Exp. 7/31/95)

Development Number/ Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
				Architect & Engineering Fees	A&E Fees	1430.1	LOT	
	Consultant Fees/Legal	1430.2	LOT	-0-	116,453.33	82,698.21	82,698.21	Legal moved here.
	---Architectural Subtotal---	\$317,069.29						
Site Improvement	Site Improvements - Emergency site repairs	1450	LOT	20,000		10,000.00	2,515.00	Work in progress.
	---Site Improve. Subtotal---	\$20,000.00						
Dwelling Structures	Dwelling Structures - Emergency repairs	1460	LOT	\$20,000		15,000.00	6,685.00	Work in progress.
	---Dwelling Structures Emerg.---	\$20,000.00						
Dwelling Equipment-Nonexpend	Appliances (refrigerators, stoves)	1465.1	LOT	30,000		7,000.00	1,754.34	Work in progress.
	---Dwelling Equip. Subtotal---	\$30,000.00						
Nondwelling Equip. - Furniture & Equip.	Office Equipment	1475.1	LOT	20,000		20,000	6,132.73	In progress.
	---Nondwelling Subtotal---	\$20,000.00						
Nondwelling Equip. - Maintenance Equip.	Maintenance equipment (graffiti remover, mowers, etc.)	1475.2	LOT	40,000		20,000	3,939.48	Work in progress.
	---Nondwelling Subtotal---	\$40,000.00						
Nondwelling Equip. - Automotive	Vehicles (trucks, tractors, cars)	1475.5	LOT	60,000		59,999.47	59,999.47	In progress.
	---Nondwelling Subtotal---	\$60,000.00						
Contingency Account	Contingency Account	1502	LOT	352,590.72	740.75			
	---CGP Contingency Subtotal---	\$ 740.75						
	--- HA-Wide Subtotal ---	\$1,096,548.44						
	GRAND TOTAL	\$4,407,384.00						

**Annual Statement/
Performance and Evaluation
Part III: Implementation Schedule
Capital Fund Program (CFP)**

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

OMB Approval No. 2577-0157 (Exp. 7/31/95)

Development Number/Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
OH 2-001 Westlake Terrace	09/30/2001			09/30/2002			
OH 2-004 Kirwan Homes	09/30/2001			09/30/2002			
OH 2-005 P.L. Strait Homes (2-5E, 2-5F)	09/30/2001			09/30/2002			
OH 2-006 Vasu Manor	09/30/2001			09/30/2002			
OH 2-008 Norton Manor	09/30/2001			09/30/2002			
OH 2-009 Gutknecht Towers	09/30/2001			09/30/2002			
OH 2-011 Struthers Manor	09/30/2001			09/30/2002			
OH 2-012 Amedia Plaza	09/30/2001			09/30/2002			
OH 2-014 Scattered Sites/Sub Rehab	09/30/2001			09/30/2002			
HA WIDE							
Computers/software	09/30/2001			09/30/2002			
Office Equipment	09/30/2001			09/30/2002			
Vehicles (trucks, tractors, cars)	09/30/2001			09/30/2002			
Maintenance equipment (graffiti remover, mowers, etc.)	09/30/2001			09/30/2002			
Appliances (refrigerators, stoves)	09/30/2001			09/30/2002			
Audit Costs	09/30/2001			09/30/2002			
Resident Initiatives	09/30/2001			09/30/2002			
Contingency Account	09/30/2001			09/30/2002			
Operations	09/30/2001			09/30/2002			
Training (management/employee)	09/30/2001			09/30/2002			
Security/Law Enforcement	09/30/2001			09/30/2002			
Marketing	09/30/2001			09/30/2002			

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

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

**Annual Statement /
Performance and Evaluation Report**
Part I: Summary
Capital Fund Program (CFP)

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

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

H A Name YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY	Capital Funds Grant No: OH12P00250101	FFY of Grant Approval 2001
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserved for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number _____ <input type="checkbox"/> Performance and Evaluation Report for Program Year Ending _____ <input type="checkbox"/> Final Performance and Evaluation Report for Program Year Ending _____		

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operating Expenses(may not exceed 10% of line 20)	250,000.00			
3	1408 Management Improvements	320,000.00			
4	1410 Administration	230,000.00			
5	1411 Audit	1,000.00			
6	1415 Liquidated Damages	0.00			
7	1430 Fees and Costs	150,000.00			
8	1440 Site Acquisition	0.00			
9	1450 Site Improvement	485,000.00			
10	1460 Dwelling Structures	1,775,000.00			
11	1465.1 Dwelling Equipment-Nonexpendable	40,000.00			
12	1470 Nondwelling Structures	50,000.00			
13	1475 Nondwelling Equipment	230,000.00			
14	1485 Demolition	0.00			
15	1490 Replacement Reserve	0.00			
16	1492 Moving to Work Demonstration	0.00			
17	1495.1 Relocation Costs	0.00			
18	1499 Development	300,000.00			
19	1502 Contingency (may not exceed 8% of line 20)	277,866.00			
20	Amount of Annual Grant (sums of lines 2-19)	4,108,866.00			
21	Amount of line 20 Related to LBP Activities	150,000.00			
22	Amount of Line 20 Related to Section 504 Compliance	0.00			
23	Amount of Line 20 Related to Security	150,000.00			
24	Amount of Line 20 Related to Energy Conservation Measures	0.00			

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement Signature of Executive Director and Date X	(2) To be completed for the Performance and Evaluation Report Signature of Public Housing Director X
--	--

Annual Statement/Performance and Evaluation Report

U.S. Department of Housing and Urban Development

Youngstown Metropolitan Housing Authority

Part II: Supporting Pages

Office of Public and Indian Housing

Capital Fund Program (CFP)

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
OH 2-001 Westlake Terrace Homes	Site (landscaping, concrete, play area, drains, fencing, security lighting, tree)	1450	LOT	50,000.00				
	Security (crawl space doors, board-ups, cameras, etc.)	1450	LOT	40,000.00				
	Exterior-Roof (replace with shingles, canopies, frontage)	1460	LOT	400,000.00				
	HVAC (balance; upgrade; boiler plant)	1460	LOT	40,000.00				
	Interior (paint, electrical, cabinet repair, replace carpet, bathrooms)	1460	LOT	40,000.00				
	Exterior (porches, masonry, paint, etc.)	1460	LOT	200,000.00				
	Subtotal			770,000.00				
Kimmel brook Homes OH2-003	Development (activity center)	1499	LOT	300,000.00				
	Landscape	1450	LOT	10,000.00				
	OH12P002003 SUBTOTAL		Subtotal	310,000.00				
OH2-04 Kirwan Homes	Exterior (upgrades)	1460	LOT	10,000.00				
	Site (landscaping)	1450	LOT	10,000.00				
	Subtotal		Subtotal	20,000.00				
OH 2-005 P.L. Strait Homes (2-5E, 2-5F)	Site 2-5E (drains, concrete, playgrounds, landscaping clothes line poles)	1450	LOT	100,000.00				
	Site 2-5F (drains, concrete, playgrounds, landscaping clothes line poles)	1450	LOT	100,000.00				
	Security 2-5E (security system, additional site/ security lighting)	1450	LOT	30,000.00				
	Exterior 2-5E (roof replacement, gutters, doors, paint, etc.)	1460	LOT	100,000.00				
	Exterior 2-5F (roofs,doors,windows)	1460	LOT	100,000.00				

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director/Office and Date

Annual Statement/Performance and Evaluation Report

U.S. Department of Housing and Urban Development

Youngstown Metropolitan Housing Authority

Part II: Supporting Pages

Office of Public and Indian Housing

Capital Fund Program (CFP)

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
OH2-005 cont'd	Interior 2-5E (paint and patch)	1460	LOT	40,000.00				
	Interior 2-5F (fixtures, paint, patch)	1460	LOT	50,000.00				
	Interior 2-5F (unit conversions,painting,etc.)	1460	LOT	100,000.00				
	Maintenance office (upgrade)	1470	LOT	50,000.00				
	OH12P002005 SUBTOTAL			670,000.00				
OH 2-006 VASU MANOR	Interior (elevators,cabinets,countertops,painting,floor coverings, lobby furniture, laundry, etc.)	1460	LOT	50,000.00				
	Plumbing (repairs)	1460	LOT	20,000.00				
	OH12P002006 SUBTOTAL			70,000.00				
OH 2-008 NORTON MANOR	Site (landscaping, lighting, drains, etc.)	1450	LOT	10,000.00				
	Plumbing (repair/replace lines, shut-off valves,drains toilet and tubs)	1460	LOT	20,000.00				
	HVAC (ventilation, air conditioning,etc.)	1460	LOT	10,000.00				
	Interior (elevator upgrade, tile countertops,floor covering,lobby furniture,laundry facilities)	1460	LOT	50,000.00				
	OH12P002008 SUBTOTAL			90,000.00				

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

Annual Statement/Performance and Evaluation Report

U.S. Department of Housing and Urban Development

Youngstown Metropolitan Housing Authority

Part II: Supporting Pages

Office of Public and Indian Housing

Capital Fund Program (CFP)

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
OH 2-009 Gutknecht Tower	Exterior (renovate porches, roofs, concrete repair)	1460	LOT	10,000.00				
	Elevator (upgrade)	1460	LOT	30,000.00				
	Interior (cabinets, countertops, painting, floor coverings, lobby furniture, laundry facility)	1460	LOT	50,000.00				
	Site	1450	LOT	10,000.00				
	OH12P002009 SUBTOTAL			100,000.00				
OH 2-011 Struthers Manor	Interior (elevator lobby upgrade)	1460	LOT	5,000.00				
	Exterior	1460	LOT	30,000.00				
	Site (parking)	1450	LOT	5,000.00				
		OH12P002011 SUBTOTAL			40,000.00			
OH 2-012 C.A. Amedia Plaza	Furnishings	1475	LOT	100,000.00				
	Interior (elevator, lobby basement)	1460	LOT	50,000.00				
	OH12P002012 SUBTOTAL			150,000.00				
OH 2-014 Scattered Sites Sub Rehab	Site improvements (landscaping, concrete, lighting, etc.)	1450	LOT	100,000.00				
	Lead based paint abatement	1460	LOT	150,000.00				
	Exterior (roofing/siding)	1460	LOT	100,000.00				
	Interior (heating, plumbing, electrical, paint, tile, kitchen)	1460	LOT	100,000.00				
		OH12P002014 SUBTOTAL			450,000.00			

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

Annual Statement/Performance and Evaluation Report

U.S. Department of Housing and Urban Development

Youngstown Metropolitan Housing Authority

Part II: Supporting Pages

Office of Public and Indian Housing

Capital Fund Program (CFP)

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
HA-WIDE OPERATIONS	Operations	1406		250,000.00				
	OPERATIONS SUBTOTAL			250,000.00				
MANAGEMENT IMPROVEMENTS	Computers/software	1408	LOT	150,000.00				
	Resident Initiatives	1408	LOT	60,000.00				
	Training (management/employee)	1408	LOT	30,000.00				
	Security/Law Enforcement	1408	LOT	80,000.00				
	MANAGEMENT SUBTOTAL			320,000.00				
Nontechnical Salaries	Salaries and Fringes	1410.1	LOT	150,000.00				
	Cost Allocation Plan	1410	LOT	80,000.00				
	NONTECHNICAL SUBTOTAL			230,000.00				
CFP Audit Cost	Audit Costs	1411	LOT	1,000.00				
	CFP AUDIT COST SUBTOTAL			1,000.00				
Architectural & Engineering Fees	A&E Fees	1430.1	LOT	150,000.00				
	ARCHITECTURAL SUBTOTAL			150,000.00				
Site Improvements	Site Improvements - emergency site repairs	1450	LOT	20,000.00				
	SITE IMPROVEMENTS SUBTOTAL			20,000.00				

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Annual Statement/Performance
and Evaluation Report**

Part II: Supporting Pages

Capital Fund Program (CFP)

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

Office of Public and Indian Housing

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
Dwelling Structures	Dwelling Structures - Emergency Repairs	1460	LOT	20,000.00				
	DWELLING STRUCTURES SUBTOTAL			20,000.00				
Dwelling Equipment Nonexpendable	Appliances (refrigerators, stoves)	1465.1	LOT	40,000.00				
	DWELLING EQUIPMENT SUBTOTAL			40,000.00				
Nondwelling Equipment - Furniture & Equip.	Office equipment	1475.1	LOT	20,000.00				
	NONDWELLING SUBTOTAL			20,000.00				
Nondwelling Equipment - Maintenance Equip.	Maintenance equipment (graffiti removers, mowers, etc.)	1475.2	LOT	50,000.00				
	NONDWELLING SUBTOTAL			50,000.00				
Nondwelling Equipment Automotive	Vehicles (trucks, tractors, cars, etc.)	1475.7	LOT	60,000.00				
	NONDWELLING SUBTOTAL			60,000.00				
CFP Contingency Account	Contingency Account	1502		277,866.00				
	CFP CONTINGENCY SUBTOTAL			277,866.00				
	HA-WIDE SUBTOTAL			1,438,866.00				
	GRAND TOTAL			4,108,866.00				

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

Annual Statement/Performance
and Evaluation Report

Part III: Implementation Schedule

Capital Fund Program (CFP)

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

Youngstown Metropolitan Housing Authority

Development Number/Name H/A-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
OH 2-001 Westlake Terrace	6/30/03			6/30/04			
OH 2-003 Kimmel Brook	6/30/03			6/30/04			
OH 2-004 Kirwan Homes	6/30/03			6/30/04			
OH 2-005 P.L. Strait Homes (2-5E & 2-5F)	6/30/03			6/30/04			
OH 2-006 Vasu Manor	6/30/03			6/30/04			
OH 2-008 Norton Manor	6/30/03			6/30/04			
OH 2-009 Gutknecht Tower	6/30/03			6/30/04			
OH2-011 Struthers Manor	6/30/03			6/30/04			
OH2-012 Amedia Plaza	6/30/03			6/30/04			
OH2-014 Scattered Sites/ Sub Rehab	6/30/03			6/30/04			
-----HA Wide-----	6/30/03			6/30/04			
Computers/software	6/30/03			6/30/04			
Office Equipment	6/30/03			6/30/04			
Vehicles	6/30/03			6/30/04			
Maintenance Equipment	6/30/03			6/30/04			
Appliances	6/30/03			6/30/04			
Audit Costs	6/30/03			6/30/04			
Resident Initiative	6/30/03			6/30/04			
Contingency	6/30/03			6/30/04			
Operations	6/30/03			6/30/04			
Training	6/30/03			6/30/04			
Security/Law Enforcement	6/30/03			6/30/04			
Emergency Site Improve.	6/30/03			6/30/04			
Emergency Dwell. Struct.	6/30/03			6/30/04			
	6/30/03						

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

Signature of Executive Director and Date (mm/dd/yyyy)

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

Signature of Public Housing Director and Date (mm/dd/yyyy)