

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

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# PHA Plans

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

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

**PHA Plan  
Agency Identification**

**PHA Name:** Housing Authority of Washington County, Oregon

**PHA Number:** OR 022

**PHA Fiscal Year Beginning:** 07/2001

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**  
[24 CFR Part 903.5]

**A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)

**To provide affordable housing opportunities to help break the cycle of poverty and improve the quality of life in our community. Working in partnership with the private-sector, the Department of Housing Services combines traditional housing programs with economic opportunity to encourage self-sufficiency, skill enhancement, and independence.**

**B. Goals**

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

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

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

- PHA Goal: Improve the quality of assisted housing
  - Objectives:
    - Improve public housing management: (PHAS score)
    - Improve voucher management: (SEMAP score)
    - Increase customer satisfaction:
    - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
    - Renovate or modernize public housing units:
    - Demolish or dispose of obsolete public housing:
    - Provide replacement public housing:
    - Provide replacement vouchers:
    - Other: (list below)

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

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

- PHA Goal: Provide an improved living environment
  - Objectives:
    - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
    - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
    - Implement public housing security improvements:
    - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
    - Other: (list below): **[Ensure the accessibility of public housing units in accordance with 504 requirements.]**

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

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

**Other PHA Goals and Objectives: (list below)**

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

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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### Attachments

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

#### Required Attachments:

- Admissions Policy for Deconcentration
- FY 2001 Capital Fund Program Annual Statement [**Attachment B**]
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Implementation of Public Housing Resident Community Service Requirements [Attachment D]**
- Pet Policy [Attachment E]**
- Annual Progress Statement [Attachment F]**
- Membership of the Resident Advisory Board [Attachment G]**
- Resident Membership of the PHA Governing Board [Attachment H]**
- Capital Fund Program Annual Report Performance and Evaluation Reports, FY 1999 [Attachment I]**
- Capital Fund Program Annual Report Performance and Evaluation Reports, FY 2000 [Attachment J]**

#### Optional Attachments:

- PHA Management Organizational Chart [**Attachment A**]
- FY 2001 Capital Fund Program 5 Year Action Plan [**Attachment C**]
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
  - **Definitions of "Substantial Deviation from the 5-Year Plan" and "Significant Amendment or Modification to the 5-Year Plan and Annual Plan" [Attachment K]**

### 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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
✓	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
✓	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
	Schedule of flat rents offered at each public housing	Annual Plan: Rent

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	development <input type="checkbox"/> check here if included in the public housing A & O Policy	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 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
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
✓	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
✓	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
✓	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program	Annual Plan: Safety and

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	(PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	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
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	8,104	5	5	3	4	4	4
Income >30% but <=50% of AMI	9,674	5	4	2	3	3	3
Income >50% but <80% of AMI	11,950	3	2	1	2	2	2
Elderly [0-80% of AMI]	8,216	4	4	3	4	3	3
Families with Disabilities [Persons 16+ <200% of Poverty]	9,194	5	4	3	5	3	4
Hispanic	5,233	4	4	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: 2000-2005
- 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.

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input checked="" 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	3,477		1,410
Extremely low income <=30% AMI	2,351	67.61	
Very low income (>30% but <=50% AMI)	594	17.08	
Low income (>50% but <80% AMI)	103	2.96	
Families with children	2,315	66.58	
Elderly families	346	9.95	
Families with Disabilities	700	20.13	
White	2,918	83.90	
Black	327	9.40	
Hispanic	556	15.99	
Native Am.	63	1.81	
Asian / Pac. Islander	169	4.86	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	603	37.36	2
2 BR	569	35.25	20
3 BR	359	22.24	27
4 BR	70	4.33	2
5 BR	8	0.49	0

Housing Needs of Families on the Waiting List			
5+ BR	5	0.30	0
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

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

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below): **[Received HUD award of 700 Section 8 Welfare-to-Work rental vouchers to assist TANF families moving from welfare to work.]**

**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) **[Provide Ranking preferences to disabled homeless applicants and elderly/disabled families/individuals on a fixed income.]**

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

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

Select if applicable

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

## **Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

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

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

#### **(2) Reasons for Selecting Strategies**

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

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

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2001 grants)</b>		
a) Public Housing Operating Fund	664,096	
b) Public Housing Capital Fund	830,458	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	14,333,745	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and Self-Sufficiency Grants	0	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)	0	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>	0	
<b>3. Public Housing Dwelling Rental Income</b>	548,628	Operations
<b>4. Other income (list below)</b>		
Other Public Housing revenue	33,600	Operations
Public Housing interest income	44,719	Operations
<b>5. Non-federal sources (list below)</b>	0	
<b>Total resources</b>	16,455,246	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

## 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: **[1]**
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

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
- Other (describe)

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

- PHA main administrative office
- PHA development site management office
- Other (list below): **[Applications are available on-line, at local community-based organizations, and by phone, but must be delivered to the main PHA office upon completion.]**

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

**(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?
2.  Yes  No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?
3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
  - PHA main administrative office
  - All PHA development management offices
  - Management offices at developments with site-based waiting lists
  - At the development to which they would like to apply
  - Other (list below)

**(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- One  
 Two  
 Three or More
- b.  Yes  No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

**(4) Admissions Preferences**

- a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
  - **Family must have been in residence for 24 months.**
  - **Estimated cleaning and damage charges do not exceed security deposit.**
- Other: (list below)

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Other preferences: (select below)

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

- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
  - **Disabled homeless**
  - **Residing or participating in transitional housing or a shelter home**
  - **Applicants whose primary residence is a dwelling unit shared with one or more families**
  - **Victims of domestic violence**
  - **Elderly/disabled families/individuals on a fixed income**

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

- 1 Date and Time
- 2 **[Applicant has both a Federal preference and a Ranking preference]**

Former Federal preferences **[Without a Ranking preference]:**

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

Other preferences (select all that apply) **[Without a Federal preference]:**

- 4 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)
- 4 Households that contribute to meeting income requirements (targeting)  
Those previously enrolled in educational, training, or upward mobility programs
- 4 Victims of reprisals or hate crimes
- 4 Other preference(s) (list below)
  - **Disabled homeless**
  - **Residing or participating in transitional housing or a shelter home**
  - **Applicants whose primary residence is a dwelling unit shared with one or more families**
  - **Victims of domestic violence**
  - **Elderly/disabled families/individuals on a fixed income**

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

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

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

**(6) Deconcentration and Income Mixing**

a.  Yes  No: 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 (describe below): **[Last known address]**

### (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): **[FmHA 515 (Elderly)]**

- 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): **[Applications are available on-line, at local community-based organizations, and by phone, but must be delivered to the main PHA office upon completion.]**

**(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: **[Extensions granted for extenuating circumstances or if unable to locate a unit and sought support services from a social service agency.]**

**(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)
  - **Disabled homeless**
  - **Residing or participating in transitional housing or a shelter home**
  - **Applicants whose primary residence is a dwelling unit shared with one or more families**
  - **Victims of domestic violence**
  - **Elderly/disabled families/individuals on a fixed income**

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

1 Date and Time

2 **[Applicant has both a Federal preference and a Ranking preference]**

Former Federal preferences **[Without a Ranking preference]:**

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

Other preferences (select all that apply) **[Without a Federal preference]:**

- 4 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)
- 4 Households that contribute to meeting income requirements (targeting)

Those previously enrolled in educational, training, or upward mobility programs

Victims of reprisals or hate crimes

4 Other preference(s) (list below)

- **Disabled homeless**
- **Residing or participating in transitional housing or a shelter home**
- **Applicants whose primary residence is a dwelling unit shared with one or more families**
- **Victims of domestic violence**
- **Elderly/disabled families/individuals on a fixed income**

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

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

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

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

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

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

### **(5) Special Purpose Section 8 Assistance Programs**

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

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

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

- Through published notices
- Other (list below)

[Through mailers to those on the PHA waiting list, contacting community organizations, and the Internet.]

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

##### **A. Public Housing**

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

##### **(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

1.  Yes  No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?
2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:
- d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)
- For the earned income of a previously unemployed household member
  - For increases in earned income
  - Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:
  - Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:
  - For household heads
  - For other family members
  - For transportation expenses
  - For the non-reimbursed medical expenses of non-disabled or non-elderly families
  - Other (describe below)

e. Ceiling rents

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

- Yes for all developments
- Yes but only for some developments
- No

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

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

Other (list below)

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

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

f. Rent re-determinations:

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

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

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

## **(2) Flat Rents**

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

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

## **B. Section 8 Tenant-Based Assistance**

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

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below): **[If it is determined that families/individuals can not lease up because the standard is too low.]**

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):
- **Ability to lease up within 60 days**
  - **Impact on Hard to House (e.g., large families)**
  - **Impact on people with disabilities**

**(2) Minimum Rent**

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

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

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

**5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

**A. PHA Management Structure**

Describe the PHA’s management structure and organization.

(select one)

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

**B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover [Based on last FY]</b>
Public Housing	263	41
Section 8 Vouchers	943	544

Section 8 Certificates	592	0 (No new Certificate Program Lease Ups after 10/99)
Section 8 Mod Rehab	28	9
Special Purpose Section 8 Certificates/Vouchers (list individually)	330 Welfare to Work (WTW) as of 1/31/2001	370 WTW (to be leased up; does not include turnover)
Public Housing Drug Elimination Program (PHDEP)	0	
Other Federal Programs(list individually)	0	

### C. Management and Maintenance Policies

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

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

- **Public Housing Statement of Policy**
- **Procurement Policy**
- **Formal Maintenance Plan**
- **Grievance Procedure**
- **Financial Policy Manual**
- **Loss Control & Safety Program**
- **Reporting of Improper Governmental Conduct**
- **Travel Policy**
- **Vehicle and Equipment Use Policy**
- **Drug Free Workplace Policy**
- **Personnel Rules & Regulations**
- **Purchasing Rules**
- **Budget Policies**

(2) Section 8 Management: (list below)

- **Section 8 Administrative Plan**
- ***See also Section 1 above***

## **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) [**Attachment B**]

-or-

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

### **(2) Optional 5-Year Action Plan**

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

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

b. If yes to question a, select one:

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

-or-

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

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

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

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

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

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

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

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

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

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No",

skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

1.  Yes  No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming

fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

**2. Activity Description**

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

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

**10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

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

**A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1.  Yes  No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations

Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

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

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

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description

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

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name:
1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I

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

## B. Section 8 Tenant Based Assistance

1.  Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (l)]

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

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 04/ 27/99

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
- Other policies (list below)  
 The Department offered 100 Family Self Sufficiency (FSS) Program slots to participants in the Department's HomeWork (Welfare to Work) Voucher program. At this time, the FSS Program has a waiting list for program participants with traditional Housing Vouchers.

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)

**(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: 01/24/01)
Public Housing	4	1
Section 8	120	107

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:

- 1) The PHA is currently actively recruiting new FSS participants from its FSS Waiting List. The PHA will continue to recruit new FSS participants from its waiting list until all minimum program size is met or exceeded.
- 2) If the waiting list for FSS is exhausted in the process of recruiting new participants, the program will be mass-marketed to all potentially eligible Section 8 and Public Housing program participants.

**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**

[Attachment D]

**13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

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

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

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

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

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

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

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

N/A

**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)

N/A

**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)

- **Monthly landlord-tenant meetings with the Beaverton and Tigard police departments and the Washington County Sheriff's Office**

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

N/A

**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: \_\_\_\_)

#### **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**[Attachment E]**

#### **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
  - Not applicable
  - Private management
  - Development-based accounting
  - Comprehensive stock assessment
  - Other: (list below)
3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
  
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)  
 Attached at Attachment (File name)  
 Provided below:  
**[Interest was expressed in the planned Section 8 homeownership program.]**
  
3. In what manner did the PHA address those comments? (select all that apply)  
 Considered comments, but determined that no changes to the PHA Plan were necessary.  
 The PHA changed portions of the PHA Plan in response to comments  
List changes below:  
 Other: (list below)

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

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

#### 3. Description of Resident Election Process

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

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

c. Eligible voters: (select all that apply)

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

**C. Statement of Consistency with the Consolidated Plan**

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

1. Consolidated Plan jurisdiction: Washington County, Oregon
  
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
  - The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
  - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
  - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
 

**[The PHA’s Public Housing and Section 8 programs both target families and individuals in income categories (i.e, up to 50% of MFI) designated as High Priorities by the Consolidated Plan.]**
  - Other: (list below)
  
4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)
  - **To preserve and expand the supply of rental housing affordable to Section 8 program participants.**
  - **To make HOME and other affordable housing resources available to the PHA for use in the development and finance of affordable housing for low-income families and individuals.**
  - **To continue the joint development of the County’s Consolidated and PHA plans by the Department of Housing Services.**

**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.

### Attachment D

#### **Implementation of Public Housing Resident Community Service Requirements**

The PHA will require each adult residing in a Public Housing unit to:

- (a) Contribute at least 8 hours per month of community service within the community that the adult resides (not including political activities), or
- (b) Participate in an economic self-sufficiency program for at least 8 hours per month.

Exempt from this requirement are:

- (a) Adults of 62 years of age or older
- (b) Adults who are blind or disabled individuals, as defined under 216(i)(1) or 1614 of the Social Security Act (42 U.S.C. 416(i)(1); 1382c), and who certify that because of this disability they are unable to comply with the service provisions of this subpart, or
- (c) Adults who are engaged in a work-related activity, as defined in Section 407(d) of the Social Security Act.
- (d) Adults who meet the requirements for being exempted from having to engage in a work activity under the State program funded under part A of title IV of the Social Security Act, or under any other welfare program of the State of Oregon, including a Welfare to Work program, or
- (e) Adults in a family receiving assistance under a State program funded under part A of title IV of the Social Security Act or under any other welfare program of the State of Oregon, including a Welfare to Work program, and who have not been found to be in noncompliance with such program.

Any individual who is exempt from the Community Service Requirement who wishes to contribute community service may do so.

For each public housing resident subject to the Community Service requirement, the PHA shall, 30 days before the expiration date of the lease term of the resident under section 6(l)(1), review and determine the compliance of the resident with the Community Service requirement.

In carrying out the Community Service requirement, the PHA will not substitute community service or participation in an economic self-sufficiency program for work performed by an employee of the PHA, nor will the PHA supplant a job at any location at which community work requirements are fulfilled. The PHA may, at its discretion, make Community Service opportunities available to residents periodically. However, the PHA does not guarantee that it will consistently provide community service

opportunities to residents required to perform community service under the Housing Act of 1937.

The PHA will, however, establish relationships with appropriate volunteer-based community service agencies within Washington County, and will refer clients to these organizations to complete the Community Service Requirement.

Residents who are required to perform Community Service as described above and who report no household income, will be required to report monthly on the completion of their community service during a no income review required for households reporting no income.

Residents who are required to perform Community Service as required above, but who do have a verifiable source of income will be required to report annually on the completion of their community service at the time of their regularly scheduled annual examination of income.

**Attachment F**  
**Annual Progress Statement (2000)**

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

*The Housing Authority of Washington County expanded the supply of assisted housing by:*

- Applying for and receiving 700 Housing Choice Vouchers under the Welfare to Work program
- Leveraging private and public funds to create additional affordable housing opportunities by preserving 241 units of affordable housing, with an additional 224 units planned for construction within the next 12 months.

The Housing Authority of Washington County has also improved the quality of assisted housing by:

- Continually evaluating and improving Public Housing and Voucher management practices.
- Publishing a participant newsletter periodically throughout the year to notify program participants of important program information, and other topics of interest.
- Increasing customer satisfaction by providing customers a comment card to share their feelings about their experience with the Housing Authority of Washington County.
- Purchasing and implementing an automated inspection system to improve inspection practices for Public Housing and Section 8 Housing Choice Voucher Program participants.

The Housing Authority of Washington County has increased assisted housing choices by:

- Creating a database of available units from property owners who wish to work with the Section 8 Housing Choice Voucher Program. Lists of available units are published as information is updated, providing participants in search of housing with a continually fresh list to work from.
- Providing a map (in color) to all Housing Voucher Program Participants at their briefing showing areas of poverty deconcentration to allow Voucher participants to easier locate units in areas of low poverty concentration.

**Goal: Improve community quality of life and economic vitality**

The Housing Authority of Washington County provides an improved living environment for its program participants by:

- Promoting income mixing in public housing by assuring access for lower income families into higher income developments.
- Continually improving the quality of its public housing and affordable housing stock through preventative maintenance inspections and rehabilitation when necessary.
- Ensuring the accessibility of public housing and affordable housing units by making at least 5% of its units accessible to wheelchair users.

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

The Housing Authority of Washington County promotes the self-sufficiency of participating households by:

- Voluntarily expanding its Family Self-Sufficiency Program to include 100 new participants from its Welfare to Work Housing Choice Voucher Program.
- Partnering with other agencies, such as the State of Oregon Adult and Family Services Division, to provide supportive services to participating households, including case management, supportive services, and/or employment services.

**Goal: Ensure Equal Opportunity in Housing for all Americans**

The Housing Authority of Washington County is committed to providing access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability. Furthermore, the Housing Authority of Washington County provides a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability. Finally, the Housing Authority of Washington County does its utmost to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

**Attachment G**  
**Membership of the Resident Advisory Board**

Presently, the Housing Authority of Washington County considers all of its public housing residents and tenant-based section 8 recipients to be Resident Advisory Board (RAB) members.

As RAB members, beneficiaries of Washington County's public housing and section 8 programs:

- receive notices of public meetings and hearings specifically called to formulate or discuss the PHA plan;
- are notified of the availability of proposed plan documents; and
- are provided an opportunity to comment on the PHA plan and submit additional written comments to the housing authority

The housing authority considers all resident comments when drafting the final plan and also includes any comments provided by its residents when submitting its plan to HUD for approval.

**Attachment H**  
**Resident Membership of the PHA Governing Board**

<i>Name</i>	<i>Method of Selection</i>	<i>Term of Appointment</i>
<b>Carol Gakin</b>	Appointed by the Washington County Board of Commissioners (Housing Advisory Committee member)	1 year (expires 12/31/2001)

**Attachment K**

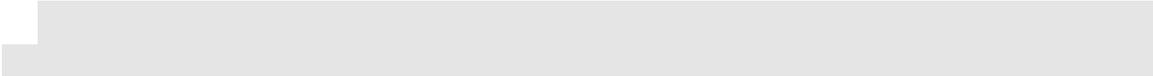
**Definitions of “Substantial Deviation from the 5-Year Plan” and “Significant Amendment or Modification to the 5-Year Plan and Annual Plan”**

Any of the following actions will be considered a *Substantial Deviation from the 5-Year Plan*:

- A change in the PHA’s approved mission statement; and
- A significant, nonemergency change in the PHA’s approved goals and objectives.

Any of the following actions will be considered a *Significant Amendment or Modification to the 5-Year Plan and Annual Plan*:

- Changes to rent or admissions policies or organization of the waiting list;
- Additions of nonemergency work items (items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund;
- Additions of new activities not included in the current PHDEP Plan; and
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.





# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: <b>Housing Authority of Washington County</b>	Grant Type and Number Capital Fund Program Grant No: <b>OR16PO2270799</b> Replacement Housing Factor Grant No:	Federal FY of Grant: <b>1999</b>
--	--	-------------------------------------

Original Annual Statement    Res  for Disasters/Emergencies    Revised Annual Statement/(revision no: )  
 Performance and Evaluation Report for Period Ending 12/30/2000    Final Performance and Evaluation Report

Line No.	Summary of Development Account	Total Estimated Cost		Total Actual Costs	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	\$ -	\$ 50,000	\$ 50,000	50,000
3	1408 Management Improvements Soft Costs	\$ 82,926	\$ 40,933	\$ 40,933	\$ 21,051
	1408 Management Improvements Hard Costs				
4	1410 Administration	\$ 67,167	\$ 67,167	\$ 67,167	\$ 67,167
5	1411 Audit	\$ 3,000	\$ 3,000	\$ 3,000	\$ -
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 54,000	\$ 54,000	\$ 54,000	\$ 9,101
8	1440 Site Acquisition				
9	1450 Site Improvement	\$ 35,000	\$ 35,000	\$ 35,000	\$ 22,180
10	1460 Dwelling Structures	\$ 527,765	\$ 527,765	\$ 527,765	\$ 74,037
11	1465.1 Dwelling Equipment-Nonexpendable	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$ 28,600	\$ 28,600	\$ 28,600	\$ 436
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$ 30,000	\$ 21,993	\$ 21,993	\$ -
18	1499 Development Activities				

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

PHA Name: **Housing Authority of Washington County** Grant Type and Number: **OR16PO2270799** Federal FY of Grant: **1999**  
 Capital Fund Program Grant No: **OR16PO2270799**  
 Replacement Housing Factor Grant No:

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

Line No.	Summary of Development Account	Total Estimated Cost		Total Actual Costs	
		Original	Revised (1)	Obligated	Expended
19	1502 Contingency				
		\$ -			
	Amount of Annual Grant (Sum of lines.....)	\$ 833,458	\$ 833,458	\$ 833,458	\$ 248,972
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance		\$ -		
	Amount of Line XX Related to Security -- Soft Costs		\$ -		\$ -
	Amount of Line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service		\$ -		

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

PHA Name: <b>Housing Authority of Washington County</b>		Grant Type and Number <b>OR16PO2270799</b>				Federal FY of Grant: <b>1999</b>			
		Capital Fund Program Grant No:				Replacement Housing Factor Grant No:			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
HA wide	Operations	1406			50,000	50,000	50,000	Completed	
HA wide Mngmt. Imp.	F.S.S./ Resident Initiatives Programs:								
	Resident Initiative Coordinator (RIC) Salary	1408	1	\$ 34,105	5,416	5,416	5,416	Completed	
	RIC's employee fringe benefits	1408	1	10,232	1,517	1,517	1,517	Completed	
	Resident Initiative program Materials & Expenses	1408		\$10,000	5,000	5,000		Completed	
	Drug Elimination Program	1408	1	1,200	1,200	1,200		On Going	
	Comp Grant Coordinator @ .125 FTE to implement Management Improvements	1408	1	5,688	6,000	6,000	6,000	Completed	
	CGP Coordinator EBC's	1408	1	1,701	1,800	1,800	1,800	Completed	
	Staff Training, Software (Management, Financial, Computer, Program)	1408	N/A	20,000	20,000	20,000	6,318	On Going	
	Sub-Total PHA Wide Mngmt. Improvements	1408		\$82,926	\$40,933	\$40,933	\$21,051	On Going	

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

PHA Name: Housing Authority of Washington County		Grant Type and Number OR16PO2270799				Federal FY of Grant: 1999			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
HA wide Admin.	Comprehensive Grant Coordinator @ .75 FTE		1410	1	29,741		29,741	29,741	Completed
	CGP Coordinator EBC's		1410	1	8,927		8,927	8,927	Completed
	Admin. Support @.75 FTE		1410	1	21,923		21,923	21,923	Completed
	EBC's for support		1410	1	6,576		6,227	6,227	Completed
	Sundry		1410	1	0		349	349	On Going
	Sub-Total PHA Wide Administration		1410		\$ 67,167	\$ -	67,167	\$ 67,167	Completed
	Sub-Total PHA Wide Audit		1411		\$3,000		3,000	0	On Going
HA Wide Fees & Costs	CGP cost for Advance Meeting, Public Hearing,		1430	N/A	4,000		4,000	0	On Going
	Architect & Engineering Services		1430	N/A	30,000		30,000	5,731	On Going
	Advertising costs		1430	N/A	10,000		10,000	3,370	On Going
	Permit Fees		1430	N/A	10,000		10,000	0	On Going
	Sub-Total PHA Wide Fees & Costs		1430		\$54,000		54,000	\$9,101	On Going

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

PHA Name: <b>Housing Authority of Washington County</b>		Grant Type and Number <b>OR16PO2270799</b>				Federal FY of Grant: <b>1999</b>			
		Capital Fund Program Grant No:				Replacement Housing Factor Grant No:			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
004, 005, 011 018, 025, 027 031, 032, scattered sites	Sitework Replace concrete & repair drainage Grounds	1450	10	17,500		17,500	0	On Going	
		1450	10	17,500		17,500	22,180.00	On Going	
	Sub-Total Site Improvements	1450		\$35,000		35,000	\$22,180	On Going	
005	Comp-Mod 13925 Linda Lane &14485,95 Barlow & 7th St.	1460	2	185000		185,000	-	On Going	
004, 005, 011, 25-26,scattered sites	Replace Flooring	1460	2	5,000		5,000	-	On Going	
004,005,025, 027,031,032, scattered sites PHA-Wide	Replace Roofs / Gutters	1460	4	15,500		15,500	0	On Going	
	Exterior Siding	1460	12	98,265		98,265	0	On Going	
004, 005,026, 027,031, scattered sites	Replace Garage Doors	1460	22	15,000		15,000	7,048	On Going	
004,005,025, 027,31,32, scattered sites	Replace Bath Tubs/Showers	1460	21	59,000		59,000	51,057	On Going	
004,005,025,	Replace Counter Tops/Cabinets	1460	6	55,000		55,000	9,678	On Going	
004,005,025, 027,031,032	Replace Furnaces	1460	30	55,000		55,000	6,254	On Going	
004,005,025, 027,031,032	Replace Windows	1460	40	40,000		40,000	0	On Going	
	Sub-Total Dwelling Structures	1460		\$ 527,765		527,765	\$ 74,037	On Going	

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

PHA Name: Housing Authority of Washington County		Grant Type and Number OR16PO2270799				Federal FY of Grant: 1999				
Development Number Name/HA-Wide Activities		General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
						Original	Revised	Obligated	Expended	
Activities HA Wide	1. Replace Refer's and Ranges and hoods at or beyond useful life.		1465.1	10	5,000			5,000	5,000	Completed
	Sub-Total Dwelling Equipment		1465.1		\$5,000			5,000	\$5,000	On Going
	Maintenance Tools		1475	N/A	3,600			3,600	361	On Going
	Nonexpendable Comp. Equip. Purchase Personal Computers		1475.4	4	\$ 25,000			25,000	75	On Going
HA Wide	Sub-Total PHA Wide Non-dwelling Equip.		1475		\$ 28,600			28,600	\$ 436	On Going
HA-Wide	1. Temporary Relocation of existing residents.		1495.1	N/A	30,000			30,000	0	On Going
HA-Wide	Sub-Total Relocation		1495.1		\$30,000	21,993		21,993	\$0	On Going

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

PHA Name: <b>Housing Authority of Washington County</b>	Grant Type and Number <b>OR16PO2270799</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: <b>1999</b>
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Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA Wide Management Improvements	Mar. 31, 2001			Sept. 30, 2002			
HA Admin.	Mar. 31, 2001			Sept. 30, 2002			
HA Audit	Mar. 31, 2001			Sept. 30, 2002			
HA Fees & Costs	Mar. 31, 2001			Sept. 30, 2002			
Site Improvement HA Wide	Mar. 31, 2001			Sept. 30, 2002			
Dwelling Structures OR-004; 005; 011; 022-027, 031, 032 HA-Wide	Mar. 31, 2001			Sept. 30, 2002			
Dwelling Equip. HA-Wide	Mar. 31, 2001			Sept. 30, 2002			
Nondwelling Equipment HA Wide	Mar. 31, 2001			Sept. 30, 2002			
Relocation Costs HA-Wide	Mar. 31, 2001			Sept. 30, 2002			

# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name:				<input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revision No: 1	
Housing Authority of Washington County					
Development Number/Name/HA Wide	Year 1	Work Statement for Year 2 FFY Grant: 2000 PHA FY: 2000	Work Statement for Year 3 FFY Grant: 2001 PHA FY: 2001	Work Statement for Year 4 FFY Grant: 2002 PHA FY: 2002	Work Statement for Year 5 FFY Grant: 2003 PHA FY: 2003
OR022-004, Scattered Sites	See Annual Statement	\$ 81,000	\$117,633	\$377,691	No Work Planned
OR022-005, Scattered Sites		\$ 135,291	\$60,930		
OR022-011, Scattered Sites					
OR022-012, Scattered Sites			\$56,930		
OR022-014, Scattered Sites			\$56,931		
OR022-016, Scattered Sites			\$91,067		
OR022-018, Scattered Sites			\$84,000		
OR022-025;026, Scattered Sites		\$ 80,000	\$32,700		
OR022-027;031;032, Scattered Sites		\$ 271,400	\$67,500		
OR022-040, Farmington Park					
<b>B. Physical Improvements Subtotal</b>		\$ 567,691	\$ 567,691	\$ 377,691	\$ -
<b>C. Management Improvements</b>		\$ 83,000	\$ 83,000	\$ 273,000	\$ 83,000
<b>D. HA-Wide Nondwelling Structures &amp; Equipment</b>		\$ 28,600	\$ 28,600	\$ 28,600	\$ 596,291
<b>E. Administration</b>		\$ 67,167	\$ 67,167	\$ 67,167	\$ 67,167
<b>F. Other</b>		\$ 87,000	\$ 87,000	\$ 87,000	\$ 87,000
<b>G. Operations</b>					
<b>H. Demolition</b>					
<b>I. Replacement Reserve</b>					
<b>J. Mod Used for Development</b>					
<b>K. Total CFP Funds</b>		\$ 833,458	\$ 833,458	\$ 833,458	\$ 833,458
(Est.)					
<b>Total Replacement Housing Factor Funds</b>					

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages--Work Activities**

Activities for Year 1	Activities for Year: 2 FFY Grant: 2000 PHA FY: 2000		Activities for Year: 3 FFY Grant: 2001 PHA FY: 2001	
	Quantity	Estimated Costs	Quantity	Estimated Costs
<b>Annual Statement</b>				
<b>OR022-005, Scattered Sites:</b>			<b>OR022-005, Scattered Sites:</b>	
Replace Flooring	13	\$87,000	Replace Roofs	3 \$40,930
Roofing	5	\$22,291	Replace Showers	4 \$20,000
Grounds	15	\$26,000	<b>Subtotal OR022-005, Scattered Sites:</b>	<b>\$60,930</b>
<b>Subtotal OR022-005, Scattered Sites:</b>		<b>\$135,291</b>		
<b>OR022-004, Scattered Sites:</b>			<b>OR022-004, Scattered Sites:</b>	
Replace Windows	3	\$12,000	Replace Roofs	5 \$46,230
Replace Showers	6	\$24,000	Replace Cabinets	3 \$22,000
Roofing	10	\$45,000	Replace Showers	3 \$9,403
<b>Subtotal OR022-004, Scattered Sites:</b>		<b>\$81,000</b>	Sitework and Landscaping	10 \$40,000
			<b>Subtotal OR022-004, Scattered Sites:</b>	<b>\$117,633</b>
			<b>Subtotal OR022-012, Scattered Sites:</b>	
			Replace Roofs	3 \$40,930
			Sitework and Landscaping	5 \$16,000
			<b>Subtotal OR022-012, Scattered Sites</b>	<b>\$56,930</b>
			<b>Subtotal OR022-014, Scattered Sites:</b>	
			Replace Roofs	3 \$40,931
			Sitework and Landscaping	5 \$16,000
			<b>Subtotal OR022-014, Scattered Sites:</b>	<b>\$56,931</b>
Subtotal of Estimated Cost		<b>\$216,291</b>	Subtotal of Estimated Cost	<b>\$292,424</b>

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages--Work Activities**

Activities for Year 1	Activities for Year: 2 FFY Grant: 2000 PHA FY: 2000			Activities for Year: 3 FFY Grant: 2001 PHA FY: 2001		
	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Costs
Annual Statement	<b><u>OR022-025,026 Scattered Sites:</u></b> Replace Flooring	25	\$80,000	<b><u>OR022-016, Scattered Sites:</u></b> Replace Roofs	25	\$81,067
	<b><u>Subtotal OR022-025,026 Scattered Sites:</u></b>		<b><u>\$80,000</u></b>	Sitework and Landscaping	7	\$10,000
	<b><u>OR022-022,027,031,032 Scattered Sites:</u></b> Replace Roofs	27	\$100,440	<b><u>Subtotal OR022-016, Scattered Sites</u></b>		<b><u>\$91,067</u></b>
	Replace Showers	5	\$20,000	<b><u>OR022-018, Scattered Sites:</u></b> Replace Floors	20	\$84,000
	Replace concrete	10	\$17,000	<b><u>Subtotal OR022-018, Scattered Sites:</u></b>		<b><u>\$84,000</u></b>
	Replace Furnaces	30	\$60,000	<b><u>OR022-025,026, Scattered Sites:</u></b> Sitework and Landscaping	3	\$8,000
	Replace Windows	8	\$29,996	Range & Frig. Replacement	26	\$24,700
	Grounds	20	\$11,000	<b><u>Subtotal OR022-025,026, Scattered Sites:</u></b>		<b><u>\$32,700</u></b>
	Cabinets/Counter tops	25	\$32,964	<b><u>OR022-027,031,032, Scattered Sites:</u></b> Replace Roofs	15	\$67,500
	<b><u>Subtotal OR022-022,027,031,032 Scattered Sites:</u></b>		<b><u>\$271,400</u></b>	<b><u>Subtotal OR022-027,031,032, Scat. Sites:</u></b>		<b><u>\$67,500</u></b>
	<b><u>Subtotal of Estimated Costs</u></b>		<b><u>\$351,400</u></b>	<b><u>Subtotal of Estimated Costs</u></b>		<b><u>\$275,267</u></b>

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages--Work Activities**

Activities for Year 1	Activities for Year: 4 FFY Grant: 2002 PHA FY: 2002			Activities for Year: 5 FFY Grant: 2003 PHA FY: 2003		
	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Costs
Annual Statement	<b><u>OR022-012 Scattered Sites:</u></b>			<b><u>HA-Wide: Nondwelling Structures and Equipment</u></b>		
	Replace Roofs	6	\$59,264			
	Gutter Replacement	10	\$37,764	New Maintenance Facility	1	\$567,691
	Grounds	6	\$12,000			
	Furnaces	10	\$44,263	<b><u>Subtotal HA-Wide: Nondwelling Structures and Equipment</u></b>		<b><u>\$567,691</u></b>
	Flooring	18	\$83,700			
	Concrete	10	\$71,600			
	Siding	10	\$69,100			
	<b><u>Subtotal</u></b>		<b><u>\$377,691</u></b>			
	Subtotal of Estimated Costs			Subtotal of Estimated Costs		
			<b><u>\$377,691</u></b>			<b><u>\$567,691</u></b>

# Capital Fund Program Five-Year Action Plan

## Part II: Supporting Pages--Work Activities

Activities for Year 1	Activities for Year: 2 FFY Grant: 2000 PHA FY: 2000			Activities for Year: 3 FFY Grant: 2001 PHA FY: 2001		
	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Costs
Annual Statement	<b><u>HA-Wide Management Improvements:</u></b>			<b><u>HA-Wide Management Improvements:</u></b>		
	Resident Initiative Coordinator (RIC)	1	\$34,000	Resident Initiative Coordinator (RIC)	1	\$34,000
	Resident Initiative Coordinator (Ric)	1	\$10,000	Resident Initiative Coordinator (Ric)	1	\$10,000
	Resident Initiative Programs Drug Elimination Program	1	\$10,000 \$1,200	Resident Initiative Programs Drug Elimination Program	1	\$10,000 \$1,200
	Comp Grant Coordinator @ .125 FTE; To Implement Management Improvements	1	\$6,000	Comp Grant Coordinator @ .125 FTE; To Implement Management Improvements	1	\$6,000
	Comp Grant Coordinators EBC's	1	\$1,800	Comp Grant Coordinators EBC's	1	\$1,800
	Staff Training; Management, Financial, Computer Software		\$20,000	Staff Training; Management, Financial, Computer Software		\$20,000
	<b><u>Total Management Improvements</u></b>		<b><u>\$83,000</u></b>	<b><u>Total Management Improvements</u></b>		<b><u>\$83,000</u></b>
	Subtotal of Estimated Costs			Subtotal of Estimated Costs		
	<b><u>\$83,000</u></b>			<b><u>\$83,000</u></b>		

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages--Work Activities**

Activities for Year 1	Activities for Year: 4 FFY Grant: 2002 PHA FY: 2002		Activities for Year: 5 FFY Grant: 2003 PHA FY: 2003			
	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Costs
Annual Statement	<b><u>HA-Wide Management Improvements:</u></b>			<b><u>HA-Wide Management Improvements:</u></b>		
	Resident Initiative Coordinator (RIC)	1	\$34,000	Resident Initiative Coordinator (RIC)	1	\$34,000
	Resident Initiative Coordinator (Ric)	1	\$10,000	Resident Initiative Coordinator (Ric)	1	\$10,000
	Resident Initiative Programs	1	\$10,000	Resident Initiative Programs	1	\$10,000
	Drug Elimination Program		\$1,200	Drug Elimination Program		\$1,200
	Residnet Enterprise Incubation Center			Resident Initiative Programs	1	\$10,000
	- Director Salary & Benefits		\$55,000	Drug Elimination Program		\$1,200
	- Office Rent & Expenses		\$70,000	Comp Grant Coordinator @ .125 FTE; To Implement Management Improvements	1	\$6,000
	- Office Equipment		\$25,000	Comp Grant Coordinators EBC's	1	\$1,800
	- Seed Money to Fund Matching Fund Grants		\$50,000	Staff Training; Management, Financial, Computer Software		\$20,000
	Comp Grant Coordinator @ .125 FTE; To Implement Management Improvements	1	\$6,000			
	Comp Grant Coordinators EBC's	1	\$1,800			
	Staff Training; Management, Financial, Computer Software		\$10,000			
	<b><u>Total Management Improvements</u></b>		<b><u>\$273,000</u></b>	<b><u>Total Management Improvements</u></b>		<b><u>\$83,000</u></b>
	Subtotal of Estimated Costs		<b>\$273,000</b>	Subtotal of Estimated Costs		<b>\$83,000</b>





# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: <b>Housing Authority of Washington County</b>	Grant Type and Number Capital Fund Program Grant No: <b>OR16PO2250100</b> Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2000</b>
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Original Annual Statement    Res  for Disasters/Emergencies    Revised Annual Statement/(revision no: )  
 Performance and Evaluation Report for Period Ending 12/30/2000    Final Performance and Evaluation Report

Line No.	Summary of Development Account	Total Estimated Cost		Total Actual Costs	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	\$ -	\$ 49,161	\$ 49,161	-
3	1408 Management Improvements Soft Costs	\$ 83,000	\$ 40,933	\$ 7,800	\$ 1,628
	1408 Management Improvements Hard Costs				
4	1410 Administration	\$ 67,167	\$ 63,809	\$ 67,167	\$ 12,713
5	1411 Audit	\$ 3,000	\$ 2,850	\$ -	\$ -
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 54,000	\$ 51,300	\$ -	\$ -
8	1440 Site Acquisition				
9	1450 Site Improvement	\$ 54,500	\$ 51,300	\$ -	\$ -
10	1460 Dwelling Structures	\$ 513,691	\$ 488,006	\$ -	\$ -
11	1465.1 Dwelling Equipment-Nonexpendable	\$ 5,000	\$ 10,150	\$ 3,870	\$ 3,870
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$ 23,600	\$ 21,863	\$ -	\$ -
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$ 30,000	\$ 9,500	\$ -	\$ -
18	1499 Development Activities				

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

PHA Name:	<b>Grant Type and Number</b>	<b>Federal FY of Grant:</b>
<b>Housing Authority of Washington County</b>	Capital Fund Program Grant No: <b>OR16PO2250100</b>	<b>2000</b>
	Replacement Housing Factor Grant No:	

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

Line No.	Summary of Development Account	Total Estimated Cost		Total Actual Costs	
		Original	Revised (1)	Obligated	Expended
19	1502 Contingency				
		\$ -			
	Amount of Annual Grant (Sum of lines.....)	\$ 833,958	\$ 788,872	\$ 127,998	\$ 18,211
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of Line XX Related to Security -- Soft Costs				\$ -
	Amount of Line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: Housing Authority of Washington County		Grant Type and Number Capital Fund Program Grant No: <b>OR16PO2250100</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2000</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
HA wide	Operations	1406		0	49,161	49,161	-	Completed	
HA wide Mngmt. Imp.	F.S.S./ Resident Initiatives Programs:								
	Resident Initiative Coordinator (RIC) Salary	1408	1	\$ 34,000	5,416			On going	
	RIC's employee fringe benefits	1408	1	10,000	1,517			On going	
	Resident Initiative program Materials & Expenses	1408		\$10,000	5,000			On going	
	Drug Elimination Program	1408	1	1,200	1,200			On going	
	Comp Grant Coordinator @ .125 FTE to implement Management Improvements	1408	1	6,000	6,000	6,000	1,261	On going	
	CGP Coordinator EBC's	1408	1	1,800	1,800	1,800	367	On going	
	Staff Training, Software (Management, Financial, Computer, Program)	1408	N/A	20,000	20,000			On going	
	Sub-Total PHA Wide Mngmt. Improvements	1408		\$83,000	\$40,933	\$7,800	1,628	On going	

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: Housing Authority of Washington County		Grant Type and Number Capital Fund Program Grant No: OR16PO2250100 Replacement Housing Factor Grant No:					Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
HA wide Admin.	Comprehensive Grant Coordinator @ .75 FTE		1410	1	29,741	29,741	29,741	7,570	On going
	CGP Coordinator EBC's		1410	1	8,927	8,927	8,927	2,200	On going
	Admin. Support @.75 FTE		1410	1	21,923	21,923	21,923	2,430	On going
	EBC's for support		1410	1	6,576	3,218	6,576	513	On going
	Sundry		1410	1	0		-	-	
	Sub-Total PHA Wide Administration		1410		\$ 67,167	\$ 63,809	67,167	\$ 12,713	On going
	Sub-Total PHA Wide Audit		1411		\$3,000	2,850		0	On Going
HA Wide Fees & Costs	CGP cost for Advance Meeting, Public Hearing,		1430	N/A	4,000	4,000		0	On Going
	Architect & Engineering Services		1430	N/A	30,000	30,000			On Going
	Advertising costs		1430	N/A	10,000	10,000			On Going
	Permit Fees		1430	N/A	10,000	7,300		0	On Going
	Sub-Total PHA Wide Fees & Costs		1430		\$54,000	51,300	-	\$0	On Going

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: Housing Authority of Washington County		Grant Type and Number Capital Fund Program Grant No: OR16PO2250100 Replacement Housing Factor Grant No:					Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
004, 005, 011 018, 025, 027 031, 032, scattered sites	Sitework Replace concrete & repair drainage Grounds	1450 1450	10 10	17,500 37,000	15,650 35,650		0	On Going On Going	
	Sub-Total Site Improvements	1450		\$54,500	\$51,300	-	\$0	On Going	
005	Comp-Mod	1460	0	0	-	-	-	On Going	
004, 005, 011, 25-26, scattered sites	Replace Flooring	1460	38	167,000	167,000		-	On Going	
004,005,025, 027,031,032, scattered sites PHA-Wide	Replace Roofs / Gutters	1460	42	167,731	167,731		0	On Going	
	Exterior Siding	1460	0	0		-	0	On Going	
004, 005,026, 027,031, scattered sites	Replace Garage Doors	1460	0	0		-		On Going	
004,005,025, 027,31,32, scattered sites	Replace Bath Tubs/Showers	1460	11	44,000	44,000			On Going	
004,005,025, scattered sites	Replace Counter Tops/Cabinets	1460	25	32,964	32,964			On Going	
004,005,025, 027,031,032	Replace Furnaces	1460	30	60,000	34,315			On Going	
004,005,025, 027,031,032	Replace Windows	1460	11	41,996	41,996		0	On Going	
	Sub-Total Dwelling Structures	1460		\$ 513,691	\$ 488,006	-	\$ -	On Going	

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

PHA Name: <b>Housing Authority of Washington County</b>		Grant Type and Number Capital Fund Program Grant No: <b>OR16PO2250100</b> Replacement Housing Factor Grant No:					Federal FY of Grant: <b>2000</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
Activities HA Wide	1. Replace Refer's and Ranges and hoods at or beyond useful life.	1465.1	10	5,000	10,150	3,870	3,870	Completed	
	Sub-Total Dwelling Equipment	1465.1		\$5,000	\$10,150	3,870	\$3,870	On Going	
	Maintenance Tools	1475	N/A	3,600	3,600			On Going	
	Nonexpendable Comp. Equip. Purchase Personal Computers	1475.4	4	\$ 20,000	18,263			On Going	
HA Wide	Sub-Total PHA Wide Non-dwelling Equip.	1475		\$ 23,600	\$ 21,863	-	\$ -	On Going	
HA-Wide	1. Temporary Relocation of existing residents.	1495.1	N/A	30,000	9,500		0	On Going	
HA-Wide	Sub-Total Relocation	1495.1		\$30,000	\$9,500	\$0	\$0	On Going	

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

PHA Name: <b>Housing Authority of Washington County</b>	Grant Type and Number Capital Fund Program Grant No: <b>OR16PO2250100</b> Replacement Housing Factor Grant No:	Federal FY of Grant: <b>##</b>
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Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA Wide Management Improvements	September 30, 2002			September 30, 2003			
HA Admin.	September 30, 2002			September 30, 2003			
HA Audit	September 30, 2002			September 30, 2003			
HA Fees & Costs	September 30, 2002			September 30, 2003			
Site Improvement HA Wide	September 30, 2002			September 30, 2003			
Dwelling Structures OR-004; 005; 011; 022-027, 031, 032 HA-Wide	September 30, 2002			September 30, 2003			
Dwelling Equip. HA-Wide	September 30, 2002			September 30, 2003			
Nondwelling Equipment HA Wide	September 30, 2002			September 30, 2003			
Relocation Costs HA-Wide	September 30, 2002			September 30, 2003			

# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name:				<input type="checkbox"/>	Original 5-Year Plan	
Housing Authority of Washington County				<input checked="" type="checkbox"/>	Revision No: 1	
Development Number/Name/HA Wide	Year 1	Work Statement for Year 2 FFY Grant: 2001 PHA FY: 2001	Work Statement for Year 3 FFY Grant: 2002 PHA FY: 2002	Work Statement for Year 4 FFY Grant: 2003 PHA FY: 2003	Work Statement for Year 5 FFY Grant: 2004 PHA FY: 2004	
OR022-004, Scattered Sites	See Annual Statement	\$ 81,000	\$117,633		No Work Planned	
OR022-005, Scattered Sites		\$ 135,291	\$60,930			
OR022-011, Scattered Sites						
OR022-012, Scattered Sites			\$56,930	\$377,691		
OR022-014, Scattered Sites			\$56,931			
OR022-016, Scattered Sites			\$91,067			
OR022-018, Scattered Sites			\$84,000			
OR022-025;026, Scattered Sites			\$ 80,000	\$32,700		
OR022-027;031;032, Scattered Sites			\$ 271,400	\$67,500		
OR022-040, Farmington Park						
B. Physical Improvements Subtotal		\$ 567,691	\$ 567,691	\$ 377,691	\$ -	
C. Management Improvements		\$ 40,933	\$ 40,933	\$ 230,933	\$ 40,933	
D. HA-Wide Nondwelling Structures & Equipment		\$ 23,600	\$ 23,600	\$ 23,600	\$ 591,291	
E. Administration		\$ 67,167	\$ 67,167	\$ 67,167	\$ 67,167	
F. Other		\$ 89,481	\$ 89,481	\$ 89,481	\$ 89,481	
G. Operations						
H. Demolition						
I. Replacement Reserve						
J. Mod Used for Development						
K. Total CFP Funds (Est.)		\$ 788,872	\$ 788,872	\$ 788,872	\$ 788,872	
Total Replacement Housing Factor Funds						

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages--Work Activities**

Activities for Year 1	Activities for Year: 2 FFY Grant: 2001 PHA FY: 2001		Activities for Year: 3 FFY Grant: 2002 PHA FY: 2002	
	Quantity	Estimated Costs	Quantity	Estimated Costs
<b>Annual Statement</b>				
<b>OR022-005, Scattered Sites:</b>			<b>OR022-005, Scattered Sites:</b>	
Replace Flooring	13	\$87,000	Replace Roofs	3 \$40,930
Roofing	5	\$22,291	Replace Showers	4 \$20,000
Grounds	15	\$26,000	<b>Subtotal OR022-005, Scattered Sites:</b>	<b>\$60,930</b>
<b>Subtotal OR022-005, Scattered Sites:</b>		<b>\$135,291</b>		
<b>OR022-004, Scattered Sites:</b>			<b>OR022-004, Scattered Sites:</b>	
Replace Windows	3	\$12,000	Replace Roofs	5 \$46,230
Replace Showers	6	\$24,000	Replace Cabinets	3 \$22,000
Roofing	10	\$45,000	Replace Showers	3 \$9,403
<b>Subtotal OR022-004, Scattered Sites:</b>		<b>\$81,000</b>	Sitework and Landscaping	10 \$40,000
			<b>Subtotal OR022-004, Scattered Sites:</b>	<b>\$117,633</b>
			<b>Subtotal OR022-012, Scattered Sites:</b>	
			Replace Roofs	3 \$40,930
			Sitework and Landscaping	5 \$16,000
			<b>Subtotal OR022-012, Scattered Sites</b>	<b>\$56,930</b>
			<b>Subtotal OR022-014, Scattered Sites:</b>	
			Replace Roofs	3 \$40,931
			Sitework and Landscaping	5 \$16,000
			<b>Subtotal OR022-014, Scattered Sites:</b>	<b>\$56,931</b>
Subtotal of Estimated Cost		<b>\$216,291</b>	Subtotal of Estimated Cost	<b>\$292,424</b>

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages--Work Activities**

Activities for Year 1	Activities for Year: 2 FFY Grant: 2001 PHA FY: 2001			Activities for Year: 3 FFY Grant: 2002 PHA FY: 2002		
	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Costs
Annual Statement	<b><u>OR022-025,026 Scattered Sites:</u></b> Replace Flooring	25	\$80,000	<b><u>OR022-016, Scattered Sites:</u></b> Replace Roofs	25	\$81,067
	<b><u>Subtotal OR022-025,026 Scattered Sites:</u></b>		<b><u>\$80,000</u></b>	Sitework and Landscaping	7	\$10,000
	<b><u>OR022-022,027,031,032 Scattered Sites:</u></b> Replace Roofs	27	\$100,440	<b><u>Subtotal OR022-016, Scattered Sites</u></b>		<b><u>\$91,067</u></b>
	Replace Showers	5	\$20,000	<b><u>OR022-018, Scattered Sites:</u></b> Replace Floors	20	\$84,000
	Replace concrete	10	\$17,000	<b><u>Subtotal OR022-018, Scattered Sites:</u></b>		<b><u>\$84,000</u></b>
	Replace Furnaces	30	\$60,000	<b><u>OR022-025,026, Scattered Sites:</u></b> Sitework and Landscaping	3	\$8,000
	Replace Windows	8	\$29,996	Range & Frig. Replacement	26	\$24,700
	Grounds	20	\$11,000	<b><u>Subtotal OR022-025,026, Scattered Sites:</u></b>		<b><u>\$32,700</u></b>
	Cabinets/Counter tops	25	\$32,964	<b><u>OR022-027,031,032, Scattered Sites:</u></b> Replace Roofs	15	\$67,500
	<b><u>Subtotal OR022-022,027,031,032 Scattered Sites:</u></b>		<b><u>\$271,400</u></b>	<b><u>Subtotal OR022-027,031,032, Scat. Sites:</u></b>		<b><u>\$67,500</u></b>
	<b><u>Subtotal of Estimated Costs</u></b>		<b><u>\$351,400</u></b>	<b><u>Subtotal of Estimated Costs</u></b>		<b><u>\$275,267</u></b>

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages--Work Activities**

Activities for Year 1	Activities for Year: 4 FFY Grant: 2003 PHA FY: 2003			Activities for Year: 5 FFY Grant: 2004 PHA FY: 2004		
	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Costs
Annual Statement	<p><b><u>OR022-012 Scattered Sites:</u></b></p> <p>Replace Roofs</p> <p>Gutter Replacement</p> <p>Grounds</p> <p>Furnaces</p> <p>Flooring</p> <p>Concrete</p> <p>Siding</p> <p><b><u>Subtotal</u></b></p>	<p>6</p> <p>10</p> <p>6</p> <p>10</p> <p>18</p> <p>10</p> <p>10</p>	<p>\$59,264</p> <p>\$37,764</p> <p>\$12,000</p> <p>\$44,263</p> <p>\$83,700</p> <p>\$71,600</p> <p>\$69,100</p> <p><b><u>\$377,691</u></b></p>	<p><b><u>HA-Wide: Nondwelling Structures and Equipment</u></b></p> <p>New Maintenance Facility</p> <p><b><u>Subtotal HA-Wide: Nondwelling Structures and Equipment</u></b></p>	<p>1</p>	<p>\$567,691</p> <p><b><u>\$567,691</u></b></p>
	Subtotal of Estimated Costs			Subtotal of Estimated Costs		
			<b><u>\$377,691</u></b>			<b><u>\$567,691</u></b>

# Capital Fund Program Five-Year Action Plan

## Part II: Supporting Pages--Work Activities

Activities for Year 1	Activities for Year: 2 FFY Grant: 2001 PHA FY: 2001			Activities for Year: 3 FFY Grant: 2002 PHA FY: 2002			
	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Costs	
Annual Statement	<b><u>HA-Wide Management Improvements:</u></b>			<b><u>HA-Wide Management Improvements:</u></b>			
	Resident Initiative Coordinator (RIC)	1	\$5,416	Resident Initiative Coordinator (RIC)	1	\$5,416	
	Resident Initiative Coordinator (Ric)	1	\$1,517	Resident Initiative Coordinator (Ric)	1	\$1,517	
	Resident Initiative Programs Drug Elimination Program	1	\$5,000 \$1,200	Resident Initiative Programs Drug Elimination Program	1	\$5,000 \$1,200	
	Comp Grant Coordinator @ .125 FTE; To Implement Management Improvements	1	\$6,000	Comp Grant Coordinator @ .125 FTE; To Implement Management Improvements	1	\$6,000	
	Comp Grant Coordinators EBC's	1	\$1,800	Comp Grant Coordinators EBC's	1	\$1,800	
	Staff Training; Management, Financial, Computer Software		\$20,000	Staff Training; Management, Financial, Computer Software		\$20,000	
	<b><u>Total Management Improvements</u></b>		<b><u>\$40,933</u></b>	<b><u>Total Management Improvements</u></b>		<b><u>\$40,933</u></b>	
Subtotal of Estimated Costs			<b>\$40,933</b>	Subtotal of Estimated Costs			<b>\$40,933</b>

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages--Work Activities**

Activities for Year 1	Activities for Year: 4 FFY Grant: 2003 PHA FY: 2003			Activities for Year: 5 FFY Grant: 2004 PHA FY: 2004		
	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Costs
Annual Statement	<b><u>HA-Wide Management Improvements:</u></b>			<b><u>HA-Wide Management Improvements:</u></b>		
	Resident Initiative Coordinator (RIC)	1	\$5,416	Resident Initiative Coordinator (RIC)	1	\$5,416
	Resident Initiative Coordinator (Ric)	1	\$1,517	Resident Initiative Coordinator (Ric)	1	\$1,517
	Resident Initiative Programs	1	\$5,000	Resident Initiative Programs	1	\$5,000
	Drug Elimination Program		\$1,200	Drug Elimination Program		\$1,200
	Residnet Enterprise Incubation Center			Resident Initiative Programs	1	\$5,000
	- Director Salary & Benefits		\$55,000	Drug Elimination Program		\$1,200
	- Office Rent & Expenses		\$70,000	Comp Grant Coordinator @ .125 FTE; To Implement Management Improvements	1	\$6,000
	- Office Equipment		\$25,000	Comp Grant Coordinators EBC's	1	\$1,800
	- Seed Money to Fund Matching Fund Grants		\$50,000	Staff Training; Management, Financial, Computer Software		\$20,000
	Comp Grant Coordinator @ .125 FTE; To Implement Management Improvements	1	\$6,000			
	Comp Grant Coordinators EBC's	1	\$1,800			
	Staff Training; Management, Financial, Computer Software		\$10,000			
	<b><u>Total Management Improvements</u></b>		<b><u>\$230,933</u></b>	<b><u>Total Management Improvements</u></b>		<b><u>\$40,933</u></b>
	Subtotal of Estimated Costs			Subtotal of Estimated Costs		
	<b>\$230,933</b>			<b>\$40,933</b>		

