

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 2001 - 2005  
Annual Plan for Fiscal Year 2002

**PA003v01**

**Scranton Housing Authority**

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Scranton, Pennsylvania 18510

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**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:** Scranton Housing Authority

**PHA Number:** PA003

**PHA Fiscal Year Beginning: (10/2001)**

**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)

The mission of the Scranton Housing Authority is to provide safe, decent and affordable housing for eligible individuals and families through creative and supportive services. The Housing Authority will assist these individuals and families as they strive to achieve self-sufficiency and improve the quality of their lives.

**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)

*During year one, the number of vacancies has been stabilized and occupancy within our developments has been increasing. The Scranton Housing Authority has promoted our*

*units through various social service agencies and is developing a comprehensive advertisement campaign which will be promoted through the newspaper and television.*

- 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)

**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)**

**PHA Goal: To provide housing for the community and decrease the vacancies that currently exist.**

- Objectives:**
- Advertise our units through the newspaper and television.**
  - Continue to upgrade our housing stock through modernization.**
  - Analyze the demand and promote homeownership within our neighborhoods.**
  - Promote our units through various social service agencies.**
  - Provide supportive services within our developments.**

**Annual PHA Plan**  
**PHA Fiscal Year 2002**  
[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.

*Not Required*

**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 (*See Page 45*)
- FY 2001 Capital Fund Program Annual Statement (*See Attachment 5 – file pa003a01*)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2001 Capital Fund Program 5 Year Action Plan (*See Attachment 5 – file pa003a01*)
- Public Housing Drug Elimination Program (PHDEP) Plan (*See Attachment 1 included with this file*)

- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) ( See Attachment 4 )
- Other (List below, providing each attachment name)
  - Resident Advisory Board Members – Attachment 2.
  - Resident Appointed to Board of Commissioners – Attachment 3
  - Annual Statement/Performance Evaluation and Report – Attachment 6 – file pa003b01

**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>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources:
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99	Annual Plan: Eligibility, Selection, and Admissions Policies

SCRANTON HOUSING AUTHORITY July 2, 2001 final

X	<p><i>Quality Housing and Work Responsibility Act Initial Guidance; Notice and any further HUD guidance) and</i></p> <p>2. Documentation of the required deconcentration and income mixing analysis</p>	
X	<p>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 &amp; O Policy</p>	Annual Plan: Rent Determination
X	<p>Schedule of flat rents offered at each public housing development  <input checked="" type="checkbox"/> check here if included in the public housing A &amp; O Policy</p>	Annual Plan: Rent Determination
X	<p>Section 8 rent determination (payment standard) policies  <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan</p>	Annual Plan: Rent Determination
X	<p>Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)</p>	Annual Plan: Operations and Maintenance
X	<p>Public housing grievance procedures  <input checked="" type="checkbox"/> check here if included in the public housing A &amp; O Policy</p>	Annual Plan: Grievance Procedures
X	<p>Section 8 informal review and hearing procedures  <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan</p>	Annual Plan: Grievance Procedures
X	<p>The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year</p>	Annual Plan: Capital Needs
N/A	<p>Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant</p>	Annual Plan: Capital Needs
X	<p>Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)</p>	Annual Plan: Capital Needs
N/A	<p>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</p>	Annual Plan: Capital Needs
N/A	<p>Approved or submitted applications for demolition and/or disposition of public housing</p>	Annual Plan: Demolition and Disposition
N/A	<p>Approved or submitted applications for designation of public housing (Designated Housing Plans)</p>	Annual Plan: Designation of Public Housing
	<p>Approved or submitted assessments of reasonable</p>	Annual Plan:

SCRANTON HOUSING AUTHORITY July 2, 2001 final

N/A	revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
None	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Community Services Activities policy and procedures	Occupancy Policy
X	Pet Policy	Occupancy Policy

**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.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	2581	1	1	3	3	2	3
Income >30% but <=50% of AMI	1930	1	1	3	3	2	3
Income >50% but <80% of AMI	812	1	1	2	2	1	2
Elderly	2362	1	1	2	2	1	2
Families with Disabilities	unknown	1	3	3	3	3	3
African-American	150	1	1	3	3	2	3
Hispanic	56	1	1	3	3	2	3
Race/Ethnicity							
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 2001
- 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)

*Experience of housing authority.*

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	0		
Extremely low income <=30% AMI			
Very low income (>30% but <=50% AMI)			
Low income (>50% but <80% AMI)			
Families with children			
Elderly families			
Families with Disabilities			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	0		
Extremely low income <=30% AMI			
Very low income (>30% but <=50% AMI)			
Low income (>50% but <80% AMI)			
Families with children			
Elderly families			
Families with Disabilities			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			

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

**C. Strategy for Addressing Needs**

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

**(1) Strategies**

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

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

**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) **Promote our units through various social service agencies. Provide supportive services within our developments.**

**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) **Promote our units through various social service agencies.**

**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) **Advertise our units through the newspaper and television. Promote our units through various social service agencies.**

**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 2000 grants)</b>		
a) Public Housing Operating Fund	3,903,073	
b) Public Housing Capital Fund	2,503,234	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	2,731,401	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	325,541	
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>3. Public Housing Dwelling Rental Income</b>	2,015,280	
<b>4. Other income (list below)</b>		
Excess Utilities	60,420	
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	<b>\$11,538,949</b>	

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

[24 CFR Part 903.7 9 (c)]

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

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

##### **(1) Eligibility**

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) *As soon as they apply.*

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)

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

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

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

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

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

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

**(3) Assignment**

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

- One
- Two
- Three or More

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
  - *Single or two parent household who resides in the City of Scranton where the head of household or spouse works or has been hired to work in the City of Scranton. Head of household or spouse must be employed a minimum of 30 hours per week.*
  - *Head of household or spouse or sole member who is 62 years of age or older, or who receive Social Security, SSI or any benefits resulting from an individual's inability to work will be counted as the equivalent to the above preference.*
  - *Head of household or spouse that has graduated from an education and/or training program that is designed to prepare individuals for the job market.*

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
  - 2. *Single or two parent household who resides in the City of Scranton where the head of household or spouse works or has been hired to work in the City of Scranton. Head of household or spouse must be employed a minimum of 30 hours per week.*
  - 2. *Head of household or spouse or sole member who is 62 years of age or older, or who receive Social Security, SSI or any benefits resulting from an individual's inability to work will be counted as the equivalent to the second preference.*
  - 3. *Head of household or spouse that has graduated from an education and/or training program that is designed to prepare individuals for the job market.*
- 4. Relationship of preferences to income targeting requirements:
  - The PHA applies preferences within income tiers
  - Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Occupancy**

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

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

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

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

**(6) Deconcentration and Income Mixing**

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

If yes, list these developments as follows:

<b>Deconcentration Policy for Covered Developments</b>			
<b>Development Name:</b>	<b>Number of Units</b>	<b>Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]</b>	<b>Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]</b>

**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)  
*Rental History*
- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
- Other (describe below)

**(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office
- Other (list below)

**(3) Search Time**

- a.  Yes  No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

*Extensions are permissible at the discretion of the Authority primarily for four reasons:*

- a. *Extenuating circumstances.*
- b. *The family has evidence that they made a consistent effort to locate a unit.*
- c. *The family has turned in a Request for Lease Approval prior to the expiration of the 60 day period, but the unit has not passed Housing Quality Standards.*
- d. *A handicapped household requires extra time to find suitable accessible housing.*

**(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)
- *Single or two parent household who resides in the City of Scranton where the head of household or spouse works or has been hired to work in the City of Scranton. Head of household or spouse must be employed a minimum of 30 hours per week.*
  - *Head of household or spouse or sole member who is 62 years of age or older, or who receive Social Security, SSI or any benefits resulting from an individual's inability to work will be counted as the equivalent to the above preference.*
  - *Head of household or spouse that has graduated from an education and/or training program that is designed to prepare individuals for the job market.*

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

2.

- *Single or two parent household who resides in the City of Scranton where the head of household or spouse works or has been hired to work in the City of Scranton. Head of household or spouse must be employed a minimum of 30 hours per week.*
- *Head of household or spouse or sole member who is 62 years of age or older, or who receive Social Security, SSI or any benefits resulting from an individual’s inability to work will be counted as the equivalent to the above preference.*

3. *Head of household or spouse that has graduated from an education and/or training program that is designed to prepare individuals for the job market.*

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)
- Date and time of application
- Drawing (lottery) or other random choice technique
5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)
- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan
6. Relationship of preferences to income targeting requirements: (select one)
- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

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

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)
- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
- Through published notices
- Other (list below)

**4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

**A. Public Housing**

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

**(1) Income Based Rent Policies**

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

- a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

*Adopted the Regulatory Policy*

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)  
*Earned Income Exclusions:*
  - a. *State Wage Tax*
  - b. *Local Wage Tax*
  - c. *Federal Insurance Contributions Act (FICA)*
  - d. *Employee Paid Health Insurance*

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)  
*Changes in income and/or family composition must be reported to our Authority within 10 days of the occurrence.*

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)  
*Flat rents were determined by a comparability study. Through the use of this comparability study, flat rents were determined by bedroom size for the various sections of the city.*

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

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

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

## **(2) Minimum Rent**

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

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

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

*Adopted the Regulatory Policy.*

**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)

*Not required for High Performers*

**A. PHA Management Structure**

Describe the PHA’s management structure and organization.

(select one)

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

**B. HUD Programs Under PHA Management**

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

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

**C. Management and Maintenance Policies**

List the PHA’s public housing management and maintenance policy documents, manuals and handbooks that contain the Agency’s rules, standards, and policies that govern maintenance and management of public

housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

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

(2) Section 8 Management: (list below)

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

*Not required for High Performers*

### **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) pa003a01

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)Component 7

#### **(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 pa003a01)

-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 Replaement 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: ( _____ )	
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: (DD/MM/YY)	
5. If approved, will this designation constitute a (select one)	<input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:	
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

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

[24 CFR Part 903.7 9 (j)]

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

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

1.  Yes : X 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: Scattered Sites	
1b. Development (project) number: PA003-012, PA003-013	
2. Federal Program authority:	
<input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)	
3. Application status: (select one)	
<input checked="" type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program	

<input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (21/10/1996)
5. Number of units affected: 45 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input checked="" 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 (1)]

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.

*Not required for High Performers.*

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

1. Cooperative agreements:

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

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

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

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

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs



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**

**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.

*Not required for High Performers.*

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

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

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

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

- Safety and security survey of residents

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

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

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

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

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

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

**C. Coordination between PHA and the police**

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

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

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



**D. Additional information as required by PHDEP/PHDEP Plan**

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

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

**17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

*Not required for High Performers*

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) – *Attachment 4.*
  - Provided below:
  
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)  
*See Authority response to each comment in Attachment 4.*

**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: (provide name here)  
City of Scranton
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
  
- Other: (list below)

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

*Homeownership and demolition*

**B. Other information Required by HUD**

**RESOLUTION NO. 99-6**

**ADOPTING AN ADMISSIONS POLICY  
TO PROVIDE FOR DECONCENTRATION OF  
POVERTY AND INCOME MIXING**

**WHEREAS**, the Quality Housing and Work Responsibility Act of 1998 (“QHWRA”) was enacted by Congress on October 8, 1998 and signed by the President of the United States on October 21, 1998; and

**WHEREAS**, Section 513 of the QHWRA mandates the formulation of an admissions policy designed to provide for deconcentration of poverty and income mixing by bringing higher income tenants into lower income public housing developments and lower income tenants into higher income public housing developments; and

**WHEREAS**, it has been the policy of the Scranton Housing Authority to maintain a tenant body in its public housing developments comprised of families with a broad range of incomes to avoid concentrations of the most economically deprived families as evidenced by the Authority’s current family income mix within its public housing developments; and

**WHEREAS**, the Scranton Housing Authority has determined it appropriate to establish a stated admissions policy designed to provide for deconcentration of poverty and income mixing which shall become part of the Authority’s admissions policy and part of the Authority’s required agency plan under QHWRA.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Scranton Housing Authority, and in compliance with Section 513 of the Quality Housing and Work Responsibility Act of 1998 that there is hereby established a policy prohibiting the concentration of low income families within certain housing developments by promoting income mixing in all public housing developments of the Scranton Housing Authority.

**Attachments:**

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

**Attachment 1. Public Housing Drug Elimination Program Plan**

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

**Annual PHDEP Plan Table of Contents:**

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

**Section 1: General Information/History**

**A. Amount of PHDEP Grant \$ 325,541**

**B. Eligibility type (Indicate with an "x")** N1 \_\_\_\_\_ N2 \_\_\_\_\_ R \_\_\_\_\_ **X**

**C. FFY in which funding is requested. 2001**

**D. Executive Summary of Annual PHDEP Plan**

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

*The Scranton Housing Authority's goal is to continue its successful Drug Elimination Program. This Program shall include the use of security personnel, at the below listed target areas.*

**E. Target Areas**

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

<b>PHDEP Target Areas (Name of development(s) or site)</b>	<b>Total # of Units within the PHDEP Target Area(s)</b>	<b>Total Population to be Served within the PHDEP Target Area(s)</b>
Valley View Terrace	240	474
Hilltop Manor	250	399
Bangor Heights	150	232
Washington Plaza	60	188
Riverside	40	141
Jackson Terrace	50	136

**F. Duration of Program**

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

**6 Months**\_\_\_\_ **12 Months**\_\_\_\_ **18 Months**\_\_\_\_ **24 Months** **X** **Other** \_\_\_\_\_

**G. PHDEP Program History**

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

<b>Fiscal Year of Funding</b>	<b>PHDEP Funding Received</b>	<b>Grant #</b>	<b>Fund Balance as of Date of this Submission</b>	<b>Grant Extensions or Waivers</b>	<b>Anticipated Completion Date</b>
FY 1995					
FY 1996 x	\$ 331,250	PA26DEP0030196			
FY 1997 x	331,250	PA01-DEP003-0197	\$ 5,000		9/30/2001
FY1998 x	344,500	PA01-DEP003-0198	50,000		9/30/2001
FY 1999	0				
FY 2000	303,721	PA26 DEP0030100	303,721		12/31/2002

**Section 2: PHDEP Plan Goals and Budget**

**A. PHDEP Plan Summary**

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

*The Scranton Housing Authority will contract with a private security firm to patrol each of the sites during the “Peak” crime hours, seven days a week. The officers will conduct foot patrols and also will be available to assist the residents in averting crimes. Daily logs will be kept and our full-time Assistant District Attorney will evaluate the success of this program by analyzing the daily logs and tracking the total number of calls for police service and the types of the calls.*

**B. PHDEP Budget Summary**

*SCRANTON HOUSING AUTHORITY July 2, 2001 final*

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

<b>FY 2001 PHDEP Budget Summary</b>	
<b>Budget Line Item</b>	<b>Total Funding</b>
9110 - Reimbursement of Law Enforcement	
9120 - Security Personnel	\$ 325,541
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
<b>TOTAL PHDEP FUNDING</b>	<b>\$ 325,541</b>

**C. PHDEP Plan Goals and Activities**

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

<b>9110 - Reimbursement of Law Enforcement</b>					<b>Total PHDEP Funding: \$</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1.							
2.							
3.							

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<b>9120 - Security Personnel</b>					<b>Total PHDEP Funding: \$325,541</b>		
Goal(s)	To provide decent safe and affordable housing in a crime free environment.						
Objectives	To reduce the number of police calls and to reduce the availability and use of drugs in our Housing Developments.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Increase foot patrol and surveillance at Authority developments.			10-1-01	9-30-03	\$325,541	None	Number of hours spent patrolling and daily logs.
2. Collect, analyze and report criminal and drug activity in our housing developments.			10-1-01	3-31-03	See Activity 1	None	The analysis of the statistical information.

<b>9130 - Employment of Investigators</b>					<b>Total PHDEP Funding: \$ 0</b>		
Goal(s)	To provide decent safe and affordable housing in a crime free environment.						
Objectives	To reduce the number of police calls and to reduce the availability and use of drugs in our housing developments.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Investigate drug related and other criminal activities			10-1-01	9-30-03	None	\$50,000	Number of cases investigated
2. Coordinate all security and investigative activity			10-1-01	9-30-03	None		Daily logs, evictions
3. Meet with residents on a weekly basis			10-1-01	9-30-03	None		Meeting log

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

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<b>9150 - Physical Improvements</b>						<b>Total PHDEP Funding: \$</b>	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

<b>9160 - Drug Prevention</b>						<b>Total PHDEP Funding: \$</b>	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators

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

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

<b>9190 - Other Program Costs</b>						<b>Total PHDEP Funds: \$</b>	
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Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

**Section 3: Expenditure/Obligation Milestones**

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
9110				
9120	Activities 1	\$ 81,385	Activities 1	\$ 162,771
9130				
9140				
9150				
9160				
9170				
9180				
9190				
<b>TOTAL</b>		\$ 81,385		\$ 162,771

**Section 4: Certifications**

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

## **Attachment 2 – Resident Advisory Board Members**

Bangor Heights – Mr. Don Sausa  
Washington Plaza – Rev. Wilhelmina Coleman  
Washington West – Ms. Dorothy Liggins  
Riverside Apartments – Ms. Penny Cooper  
Section 8 – Mr. Clarence Henderson  
Adams Highrise – Ms. Frances Howey  
Jackson Terrace – Ms. Linda Weakland  
Hilltop Manor – Mr. William Brass  
Jackson Heights – Ms. Thelma Wheeler  
Valley View Terrace – Ms. Rosemary Ferguson  
Section 8 – Ms. Maryann Wheeler  
Adams Apartments – Mr. Richard Williams

## **Attachment 3 – Resident on Board of Commissioners**

*The Mayor of the City of Scranton makes the appointments to the Board of Commissioners. The Mayor is aware of the regulation that requires a resident of assisted housing to be on the Board of Commissioners.*

## **Attachment 4 – Resident Advisory Board (RAB) Recommendations and Scranton Housing Authority (SHA) Responses**

### ATTACHMENT 4 - RESIDENT ADVISORY BOARD (RAB) RECOMMENDATIONS AND SCRANTON HOUSING AUTHORITY (SHA) RESPONSES

Resident Advisory Board (RAB) and Authority staff met on February 20, 2001, March 19, 2001, April 23, 2001, May 16, 2001 and June 8, 2001. The RAB met on May 25, 2001 to formulate Recommendations and Comments. Those Recommendations and Comments are listed below along with the Scranton Housing Authority's Response to each one.

In responding to the following Recommendations, the following more amplifies the two most frequent Response:

- The statement “maintenance will address this recommendation” indicates that the Authority's maintenance staff will review what is necessary to resolve the concern raised in the recommendation and then take the appropriate action.
- The statement “SHA will consider this recommendation” indicates that Authority staff will fully evaluate the recommendation and determine what action is feasible.

### **Resident Advisory Board – General Policy Recommendations and Comments:**

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1. Stricter policy guidelines to stay on target dates for renovations and repairs unless a major top priority arises. (second request)

Authority response: *As responded to previously, SHA is unable to concentrate on just one development. A number of our renovation projects will be completed in the coming year. SHA continues to meet its implementation schedule.*

2. Fire safety instructions and functional escape plan for all units under SHA.

Authority response: *The High Rise buildings at Valley View Terrace were looked at by an outside agency. The Agency concluded that the fire escapes are not necessary. The stairwells are adequate egress. The City of Scranton inspector looked at the ingress and egress situation at Jackson Terrace and determined that they are within the proper codes. SHA is currently in the process of hiring an outside agency to make recommendations on fire safety for all developments.*

3. More maintenance workers should be considered for hire to efficiently and effectively cover all of the required developments and other programs that are covered under SHA/or HUD funding/or any new projects that the SHA may be working on.

Authority response: *SHA has an adequate amount of maintenance personnel to cover all our current maintenance needs.*

4. Request for budget line moneys under resident org./part. Remove the N/C and place real dollar value projected funding \$35,000. (second request) Also, provide real money value for Section 8.

Authority response: *SHA is currently funding all duly elected Resident Councils. As appropriate needs are identified, the Authority will endeavor to identify available funding sources. This includes the Section 8 Program.*

5. Requesting community rooms and office space plus equipment for all developments including Section 8.

Authority response: *SHA will provide adequate space and support for any duly elected Resident Council. SHA will provide meeting space for Section 8 if requested.*

6. SHA to provide financial basic training in how budgets and all moneys are dealt with, used for operation and calculated for cost effectiveness. This training should include RAB members and duly elected Resident Council members. (second request)

Authority response: *SHA has offered training to all RAB members by extending an invitation to attend the Pennsylvania Association of Resident Councils (PARC) First Annual Training Conference. SHA was well represented. SHA will continue to be of assistance as appropriate opportunities are identified.*

7. Pet Policy (under permit, Item #7) more clarification is needed for total understanding. Add prices of approx. (1<sup>st</sup> year) \$261.50/233.50 to keep dog/cat.  
75.00 SHA Fee (One Time) 50.00 SHA (Yearly Fee) 20.00 Required Shots 25.00  
Physical 45/60 Spading 6.50 License 10/20 Pooper Scooper & Leash 2/5 Picture of Animal.

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Any year there after: App. (101.50) 50.00 SHA (Yearly Fee) 25.00 Physical/6.50 License/20.00 Shots.

Authority response: *Item #7, under permit states that a tenant agrees to make the apartment available for inspection, during normal working hours upon thirty (30) minutes notice. This does not replace the required 48 hours notice for an inspection, which is required and stated in the Residential Lease Agreement.*

*The approximate price to keep a dog/cat is good information to share with our residents. However, it should not be part of the Pet Policy.*

8. Will the continued offer for tenant patrols and equipment needed still stand? Better co-operation between SHA representative and RC/RAB members is needed in some developments and under Section 8 if allowable also.

Authority response: *SHA encourages voluntary tenant patrols and will consider requests for funding needed for its implementation. Since Section 8 is scattered throughout the City, it would be more appropriate for Section 8 participants to get active in their local neighborhood associations if they are interested in establishing a patrol in a neighborhood.*

9. SHA Quarterly Newsletter: RC/RAB members need to know the 4 deadline dates for submission of their materials/information/articles etc.

Authority response: *SHA will establish the deadline dates for submission.*

10. Grievance Policy must be established to cover staff maintenance/management/board issues. Residents feel this is serious and important. Also Section 8 should be in this process.

Authority response: *If any Public Housing Resident or Section 8 Participant is not receiving fair treatment from a SHA employee, they should write to the Executive Director about the issue.*

11. RAB member on Board of Commissioners (second request). We know that SHA says that Mayor has regulations on this issue please state for the RAB board these regulations the Mayor is to follow? RAB would like to see more than one alternative such as resident's vote for seat position. SHA has the option to implement this if they choose to. Also there should be a 2 member seat offered for Section 8 and developments have totally different issues and each should have equal reflection and representation.

Authority response: *This is addressed in Attachment 3 of this Agency Plan.*

12. RAB members feel there is a serious issue with security and the company SHA hired to provide their services in our developments. We as RAB members reflecting most of the family developments and others feel SHA/RAB should get together to sort out this most troubling issue. (safety issue)

Authority response: *SHA has an Assistant District Attorney that is assigned exclusively to us. This person is in charge of our security operation and holds meetings with our residents to discuss issues (including safety).*

13. There should be policy placed in lease to address snow removal for disabled residents and the definition SHA stands on for the term handicapped should be defined. This is a second request and RAB understands that SHA got no phone calls concerning this issue this past winter but notices of explanation were not sent to all residents either.

Authority response: *SHA has addressed this through maintenance over the past winter and will continue to do so.*

14. Reasonable resources through budget should be granted RAB for us to have our own meeting place and office space. There has been problems throughout this last fiscal year and this is our (second request) for this issue.

Authority response: *There is adequate community space throughout our developments for the RAB to have meetings. SHA has and is committed to provide the necessary resources to assure the effective functioning of the RAB.*

15. RAB recommends that as part of the procedure for developing the next fiscal year SHA plan (which will start Oct. 2001) that the SHA/RAB have meetings at least once a month on one specific policy concerning the Agency Plan. RAB members needs better understanding of complete plan and how it is formulated. Example Oct. 2001 – Rent Policy Nov. 2001 – Admissions Dec. 2001 – Budget and Finance Etc. This also will help new members have a better understanding and not feel their way behind in policy knowledge.

Authority response: *SHA will meet with the RAB to review specific policies.*

16. There has been no Board of Commissioners meetings minutes sent out since Jan. 2001 please make all copies available for some RABs have requested several times throughout year that they be sent. HUD meeting 10/2000 made it clear that a timeframe of three weeks would be the limit needed, also agendas to the board meeting should be sent a head of time (this issue was made clear also by HUD) so we may have time to prepare.

Authority response: *At the HUD meeting October 2000, it was agreed upon that SHA would furnish the RAB with minutes to the RAB meetings within three weeks. Everyone is invited to attend the Board of Commissioners' meetings.*

17. It should be stated in the Pet Policy that all dogs should be muzzled when they are outside.

Authority response: *SHA believes that we have had a lot of input on our Draft pet Policy. Once the policy is implemented and time has lapsed, SHA can review the policy to see if any modifications to the policy are necessary.*

### **Resident Advisory Board – Comments and Recommendations - Valley View Terrace**

1. No demolition proposed in 2<sup>nd</sup> fiscal year plan due to Highland Associates Modernization Study in progress. SHA waiting for results to review cost effectiveness (demolition vs modernization)
- A. When was Highland contracted for modernization study?
  - B. Is this a modernization study only?

- C. What is the completion date Highlands has targeted?
1. Will the study be done for submission of plan on 7/18/01 or within the 75 day review from HUD or in a second version submission in this 2<sup>nd</sup> fiscal year.

Requesting complete copy of Highland Associate's Study when completed. VVT is asking for commitment.

- D. Will we as the still possible affected residents be brought in on this study from beginning to end. Since at SHA/RAB meeting of 04/01 it was quoted that the study begun in December 2000 or January 2001 and no RC/RAB member or resident was ever told or notified of this decision.
- E. Will the VVT/RC and residents be able to view updates as SHA receives them?
- F. Will VVT/RC and residents be able to meet with Highland representative(s) as the process is on going?

Authority response: *Highland Associates, an A/E Firm, began looking at the modernization of Valley View Terrace during January 2001. When the study is complete, SHA will be able to compare the demolition/reconstruction option to the modernization option. Due to the complexity of this study, a completion date for the study has not been established. Once the study is complete, SHA will make this information available to everyone.*

2. The Gray Group Report was a Marketing Study looking at demolition/reconstruction. This study was completed. VVT/RC and residents are asking for cost documentation on this study that recommended the proposed demolition the SHA placed in the 1<sup>st</sup> fiscal year plan.

Authority response: *Once Highland completes the modernization study, all information will be made available.*

3. VVT residents want SHA to commit to beginning to end process involvement for all affected residents in any decision that is made on modernization, demolition/deposition, reconstruction or conversion.

Authority response: *SHA is aware that the residents need to be involved in any of the processes mentioned above.*

4. Could VVT Residents/SHA meetings held last year still be used for a previous year proposed demolition Hope VI application?

Authority response: *If SHA submits a Hope VI application in the future, Resident/SHA meetings will be held.*

5. 2<sup>nd</sup> request, VVT/RC wanting training in SHA OMB/Capital Funding/PFS etc. Looking for SHA to recommend training through Comptroller/Jr. Accountant /or CPA on staff or pay for training instructor to provide service.

Authority response: *SHA has offered training through the Pennsylvania Association of Resident Councils (PARC). SHA will continue to support training as appropriate opportunities are identified..*

6. Due to the stalemate until surveys are compared and completed VVT residents request all work that is needed to be done in VVTD is completed. Address issues that assure everyday safety/health and well being are maintained.

Authority response: *SHA will maintain Valley View Terrace in accordance with HUD standards.*

7. Repairing of all window screens in all units and repair of all screens in family units.

(safety issue)

- A. Where are the window that belong to screen doors in family units?
  1. Were new ones ever purchased?
  2. Old ones still fit the screen doors?
  3. This is the 2<sup>nd</sup> year we the residents of VVT are asking where they are at and why we did not have them for use this past winter or the winter before? (safety issue)

Authority response: *Maintenance is currently repairing the window screens. The exterior entrance doors for the family units are insulated doors which do not require a storm window.*

8. Rain gutter repair throughout total VVT development. Three (3) accidents occurred this past winter. SHA is in litigation with one (serious safety issue)

Authority response: *Maintenance will address this recommendation.*

9. Damaged sidewalks need repairs (ESP) Bldgs. 16 & 17 yet all need to be looked at. (safety issue)

Authority response: *Maintenance will address this recommendation.*

10. Repairs need to be addressed in a better timely fashion when it is reported to VVT manager.

Authority response: *Maintenance will address this recommendation*

11. Walls in all apartments need to be reviewed for cracks.

Authority response: *Maintenance will address this recommendation*

12. Plumbing problems need to be addressed such as drainage from tubs, pressure from all faucets/showers. (health issue)

Authority response: *Maintenance will address this recommendation.*

13. Storm drains need to be kept clean and some type of safety measure used to prevent children from lifting them. (safety issue)

Authority response: *Maintenance will address this recommendation.*

14. Signs for children at play should be posted on poles. (English/Spanish) (safety issue)

Authority response: *This concern needs to be addressed to the City of Scranton.*

15. Signs for Vandalism/Prosecution should be placed throughout development. (English/Spanish) (safety issue)

Authority response: *SHA will consider this recommendation.*

16. Maintenance personnel need to fulfill job description.

Authority response: *Maintenance personnel perform their maintenance functions as they are assigned to them.*

17. Fence repair or fill in with concrete or dirt at bldgs. 3, 4, 16 & 20 etc. (safety issue)

Authority response: *All damaged fences have been repaired. Maintenance will continue to make repairs to the fence as needed.*

18. Surveillance camera needed on back corner of bldg. 20 to focus on fence area to capture trespassers and drug dealers activity, it is a blinded corner to cameras already in place from first installation. (major safety issue)

Authority response: *SHA will consider this recommendation.*

19. Drug problems (buying/selling) increasing (ESP) in bldgs. 6, 9 & 15 etc. Requesting drug sniffing dog come back to VVT development the dog made a major difference. (safety issue)

Authority response: *SHA will consider this recommendation.*

20. Crime Watch needs to be established and functioning with needed materials (vests/communication devices/classes).

- A. Crimewatch meetings directed by Karl Lynott Asst. D.A. have not worked due to lack of co-operation in meeting time change to accommodate all residents. (has been requested twice by VVT/RC)

Authority response: *SHA encourages voluntary crime watch patrols and will consider requests for funding needed for its implementation. The meeting time between the Assistant District Attorney and the residents can be changed to accommodate more residents.*

21. VVT's 4 High Rises need to be painted (interior halls also apts. of disabled and handicap) by maintenance workers upon request. (second request)

Authority response: Maintenance is addressing this recommendation.

22. Vents over stoves in VVT's High rises are needed, fire alarms and false alarms out of control (safety issue)

Authority response: *SHA will consider this recommendation.*

23. VVT High rises need dead bolt locks on all apt. doors. Doors can be opened with plastic credit card also peepholes in doors needed. (safety issue)

Authority response: *SHA will consider this recommendation.*

24. VVT High Rises need all buzzers and outer doors repaired and maintained for safety of all residents regularly. (safety issue)

Authority response: *SHA will consider this recommendation.*

25. VVT High rises need more than two sets of washers and dryers for 96 units is not enough to accommodate all residents.
- A. New time frame needed due to many more residents working to date time frame is 8 a.m. till 3:30 p.m. This needs to be changed longer hours or include weekend hours. (health issue)
  - B. Large industrial washer needed to do carpets/spreads/blankets etc.

Authority response: *SHA will consider this recommendation.*

26. VVT High Rises elevators must be repaired and maintained, people being trapped or having to climb fire stairwell 5 to 7 times throughout month in bldg. 20, all high rises should be reviewed and maintained.

Authority response: *SHA has an elevator service contract and responds to any calls 24 hours a day.*

27. 2<sup>nd</sup> request for VVT bus shelter to be installed. Many residents ride bus to work/school etc.

Authority response: *SHA will make a request to Colts for a bus shelter.*

28. VVT Bldgs. 4 & 16 need area that leads to shelter to be kept clean by maintenance and also to be secured with fenced railing so children/drug users and drug dealers can't have access to area. (safety issue)

Authority response: *Maintenance will address this recommendation.*

29. Landscaping needs to be upgraded (grass planted/holes filled in/grass cut/rocks replaced on hill in front of bldg. 20 and other areas.

Authority response: *Maintenance will address this recommendation.*

30. VVT sign at entrance needs to be put in place it has been missing for 3 years and this is the 2<sup>nd</sup> serious request on this issue. Pillars are there but no Valley View Terrace sign.

Hilltop Manor has 2 signs made identical to VVT but there have been completed for 2 years. Proposed demolition/modernization shouldn't stop community and outer area from knowing where we are and that they have arrived at the proper place.

Authority response: *SHA will consider this recommendation.*

31. The out reach of the SHA/RAB to fill vacancy issues is to target local organizations and groups, utilize newspaper advertising redo TV commercial to be more realistic on reflection of people and developments and put signs on Colt buses. We know organizations and groups are utilized. When will bus, newspaper and new TV commercial begin?

Authority response: *The newspaper and television advertisements have already begun. The advertisements on the Colts buses will begin by mid-June.*

32. Many units have under gone recertification. Resident complaints of long waiting periods for repairs (stated at inspection to be completed). Lack of manager assistance is one reason we as residents see more help is needed to accommodate 240 units.

Authority response: *Maintenance will address the "repairs" issue. SHA believes there is an adequate amount of personnel at this development.*

33. What are the SHA's privacy issues can VVT/RC have a copy? Since 18 and over list of names can be given for election so we can check identification why can't we have from that same list the people who must do community service in our development, so we may ask if they would like to do their community service within their own community first if they choose to do so.

Authority response: *Due to privacy concerns SHA will not issue any name lists. The manager is aware of the residents who will be required to perform community service.*

34. In first fiscal year plan PHAS survey program had given SHA their low scores in two areas and the SHA responded on how to improve on these categories.
- A. Communications
  - B. Safety

In A. you completed 2 out of 3 when will bi-weekly meetings between tenants and management begin?

In B. VVT/RC would like to know how SHA is addressing all issues listed with the exception of criminal background checks?

Authority response: *Meetings are being held through our Assistant District Attorney. In regards to the items listed under B. safety, our Assistant District Attorney addresses all the items except the drug, prevention, intervention and treatment programs. These programs are provided by an outside service provider. SHA believes there is adequate lighting at this development.*

35. Security is not fulfilling their job requirements many residents complained of this to management/VVT/RC this the second year that so many residents are not satisfied with this company and its workers performance.

Authority response: *SHA will consider this recommendation.*

36. Elderly and disabled should receive air conditioners/and/or no charge.

Authority response: *SHA agrees with this recommendation.*

37. Maintain heat requirement till cost study and decision is completed.

Authority response: *SHA agrees with this recommendation.*

38. Maintenance to do better follow up on garbage left on family unit porches and also household furniture that is not permitted under SHA notices that were sent out this year and past years.

Authority response: *Maintenance will address this recommendation.*

39. Need deadline dates for SHA quarterly newsletter so VVT/RC knows what timeframe they have to submit information or article.

Authority response: *SHA will provide the deadline dates for our quarterly newsletter.*

40. VVT/RC wanting their community room back (2<sup>nd</sup> request) along with petition signed by residents and placed before the Board of Commissioners for approval. VVT/RC is looking for decision since this issue goes all the way back to 9/00. (submitted total package to all at 5/01 Board of Commissioners meeting)

Authority response: *The Board of Commissioners addressed this issue at their June 4, 2001 meeting. SHA will provide the Valley View Resident Council a copy of the*

*minutes of that meeting, once the same are approved at the next Board of Commissioner's meeting scheduled for July 2, 2001.*

41. VVT/RC wants to have budget line in Capital Fund and any other money program we are eligible for. Amount for budget line \$10,000 (this can be negotiated through MOU and our submission of VVT projected budget for Board approval.

Authority response: *As appropriate needs are identified, SHA will endeavor to identify available funding sources.*

42. The \$25.00 per unit @ 240 units will also require a MOU (such as the one CPA, William Baker, sent in letter form to all duly elected resident councils). The RC's also would like more monthly or the full amount all at once with a projected budget submission.

Authority response: *SHA will consider this recommendation.*

43. Conversion of some units to make deconcentration more inviting to higher-lower and lower-higher mix.

Authority response: *SHA will consider this recommendation.*

44. Childcare within or near the VVT development with training offered to residents to be employed there.

Authority response: *SHA will consider this recommendation.*

45. Welcome Wagon, more pre-school age children activities (second request) first was answered by SHA for VVT/RC to do these ourselves, then much more budget fundings are needed to accomplish this and much more.

Authority response: *SHA will consider this recommendation.*

46. Policy for VVT residents who can physically paint their own apartments should be changed from receiving paint and needed utensils from every 5 years to every 3 years.

Authority response: *SHA will consider this recommendation.*

47. Establish a grievance policy to cover management staff and maintenance men for VVT residents.

Authority response: *This recommendation was addressed under comment #10 within the general recommendations and comments section.*

48. VVT/RC RAB member discussed with Karl Lynott hot spot cards for reporting drug activity and crime where residents can have hot spot sheet with bulk permit

stamp on it so they may just hand it to mailman and lose fear of retaliation. Does the SHA have a bulk permit for mailing purposes? Can the SHA or Karl Lynott find someone willing to allow use of bulk permit for mailing purpose or can the drug elimination funding cover this?

Authority response: *The Assistant District Attorney is currently working on this.*

### **Resident Advisory Board - Comments and Recommendations - Hilltop Manor**

1. When are the new heating and hot water units going to be installed?

Authority response: *The installation of the new heating and hot water units have begun..*

2. Requesting the installation of the new playground equipment.

Authority response: *The new playground equipment will be installed during the summer of 2001.*

### **Resident Advisory Board – Comments and Recommendations – Bangor Heights**

1. When will the remainder of residents be moved?

Authority response: *As the renovations progress, the remaining residents will be moved.*

2. Playground – fix sharp edges on equipment.

Authority response: *Maintenance will address this recommendation.*

3. Insufficient lighting behind apartments.

Authority response: *This work item is included in the Capital Plan.*

4. Clothes dryers outside are bent and missing rings, to tie your line on.

Authority response: *Maintenance will address this recommendation.*

5. Second floor windows don't allow exit in a fire, too high and too small.

Authority response: *SHA is currently in the process of hiring an outside agency to make recommendations on fire safety for all developments.*

6. Rain downspouts are missing behind some apartments.

Authority response: *This work item is included in the Capital Plan.*

7. Front porch overhang does not come out enough at three (3) room apartments. Scares residents when it rains and taps windows.

Authority response: *SHA will consider this recommendation.*

8. Smoke detectors are too sensitive; they go off when you fry an egg.

Authority response: *Maintenance will address this recommendation.*

9. Two guards, patrolling opposite ends of complex.

Authority response: *One guard is adequate.*

10. There should be the address numbers on the back of building.

Authority response: *There are address numbers on the front of the building.*

11. In winter, there is a breeze at the corner, at kitchen countertop wall (energy).

Authority response: *This task has been completed.*

12. Why are there so many animals (dogs, etc.) if the Lease forbids it?

Authority response: *Management will address this recommendation. It would be helpful if the Bangor Heights Resident Council provided the addresses of these Lease violators.*

13. Why is there no totally handicapped accessible apartments?

Authority response: *Handicapped accessible apartments will be completed during this renovation project.*

14. Bathroom plumbing leaking through kitchen ceiling (sink and tub water).

Authority response: *Maintenance will address this recommendation.*

15. Screen and regular doors do not close and lock.

Authority response: *Maintenance will address this recommendation.*

16. Replacement window screens do not have the mounting holes drilled.

Authority response: *Maintenance has addressed this recommendation.*

17. Need a timer for the lights at the basketball courts.

Authority response: *SHA will consider this recommendation.*

18. Security lights, fixed that have been out for four months.

Authority response: *Maintenance will address any security lights that are not working.*

19. Insufficient heat.

Authority response: *SHA will assure that all apartments are maintained at 70 degrees.*

20. Thermostats that don't heat apartments; beyond 68 degrees no matter what you set it at.

Authority response: *Maintenance will check the thermostats.*

21. Why are maintenance men allowed to parade around in short shorts at twelve noon.

Authority response: *SHA management will address this concern.*

22. Why don't all residents have air-conditioned apartments, like in the high rises.

Authority response: *SHA's current policy is not to provide air conditioning for all residents. Families may purchase their own air conditioners and install them. Managers should be notified if this occurs since there is a charge for the electricity that will be used.*

23. A mailbox located on the complex.

Authority response: *The United States Post Office decides on the location of their mailboxes.*

24. If a resident abuses the Lease (loud TV, banging doors, excessive noise) why are they not advised, they are in violation of the Lease, and disturbing their neighbors.

Authority response: *When managers are made aware of neighbors disturbing each other, they respond to the complaint.*

25. Why is only one guard allowed to use the maintenance office and the others banned, no immediate way to call guard in an emergency.

Authority response: *Everyone was given the emergency number if they had to call security.*

26. Guards allowing kids to ride with them around complex.

Authority response: *SHA addressed this issue.*

27. Why are the new apartments in worst shape than the ones we moved from, if they renovated them, why not do the cabinets, and counter tops?

Authority response: *The remodeled apartments are not in worse shape.*

28. Cabinets that don't open or close right, or are loose, and no varnish left on them, they look sanded down.

Authority response: *Maintenance will address this recommendation.*

29. Paint peeling on runners on the steps.

Authority response: *Maintenance will address this recommendation.*

30. Counter tops in worst shape than old ones (cigarette burns, cracks, etc.).

Authority response: *Maintenance will address this recommendation.*

31. Toilet too close to hot radiators.

Authority response: *Placement is restricted by the size of the room.*

32. Bathtubs are too narrow.

Authority response: *Standard size tubs are used.*

33. Light over bathroom mirror shines behind mirror, which sticks out too far.

Authority response: *The lights in the bathroom provide adequate lighting for this room.*

34. A small storage cabinet under bath sink.

Authority response: *Creates too many maintenance issues.*

35. Door bells, when you are upstairs.

Authority response: *It would be too expensive to install door bells at all our developments.*

36. Why is there a step outside the back door?

Authority response: *The step is part of the construction that occurred in the early 1960's.*

37. Housing makes the phone company put the phone line in front of a cabinet door, why don't we get to say where the phone line is put, no one spends all his or her time in the kitchen?

Authority response: *SHA provides one jack per apartment.*

38. Why are all the electrical outlets mounted upside down?

Authority response: *The electrical outlets are installed as in accordance with the electrical code.*

39. Why is there a light switch in the living room, which shuts off anything, you plug into an outlet, across the room?

Authority response: *The switch should work the top or bottom part of the receptacle.*

40. Why is there no sprayer on the sink?

Authority response: *Sprayers would create too many maintenance issues.*

41. Mailboxes that fit magazines, so when you get them, they are not ripped in half, from being stuffed in a very small mailbox.

Authority response: *SHA will consider this recommendation.*

42. Bottom molding in kitchen, either missing, cut too short, or loose.

Authority response: *Maintenance will address this recommendation.*

### **Resident Advisory Board – Comments and Recommendations – Adams Apartments**

1. Requesting one or two more washing machines and dryers in the laundry room at 414 Adams Avenue.

Authority response: *SHA will consider this recommendation.*

2. Access to extra tables and chairs when having a party.

Authority response: *SHA will accommodate this recommendation.*

3. Able to use the basement room at 414 Adams Avenue when having a party.

Authority response: *SHA will consider this recommendation.*

### **Resident Advisory Board – Comments and Recommendation – Adams High Rise**

1. Patio and screen doors that operate and close by themselves.

Authority response: *SHA will consider this recommendation.*

2. New handles on garbage and storeroom doors.

Authority response: *Maintenance will review this recommendation.*

3. Second air conditioner for larger apartment.

Authority response: *SHA provides one air conditioner per apartment.*

4. Numbers on wall to show where apartments are located.

Authority response: *SHA will consider this recommendation.*

5. Parking spaces for nurses and caretakers.

Authority response: *SHA will consider this recommendation.*

6. Take tubs out of a couple of two (2) bedroom apartments and install roll-in showers.

Authority response: *SHA will consider this recommendation.*

7. Install new door sill on Vine Street entrance.

Authority response: *SHA will install a new door at the Vine Street entrance.*

### **Resident Advisory Board – Comments and Recommendations – Jackson Heights**

1. Renovation of the apartments; kitchens, closet doors and plumbing. If possible, a date when the remodeling would start.

Authority response: *SHA will review this request and place the renovation work items in our next Capital Plan. Due to the quantity of the modernization work that has to be completed, it is hard to give an accurate start date at this time.*

### **Resident Advisory Board – Comments and Recommendations – Riverside Apartments**

1. Place bulletin board in office.

Authority response: *SHA will place a bulletin board in the office.*

2. Clothes line returned.

Authority response: *SHA will consider this recommendation.*

3. More handicapped parking.

Authority response: *SHA will provide the required number of handicapped spaces.*

4. No parking in Coar Place.

Authority response: *This is a City of Scranton issue.*

5. Power wash dumpsters and parking lots.

Authority response: *Maintenance will address this recommendation.*

6. Playground within the development.

Authority response: *SHA will consider this recommendation.*

7. All recommendations not addressed or still under consideration, be looked at again.

Authority response: *SHA has looked at these items and our responses are the same.*

#### **Resident Advisory Board – Comments and Recommendations – Jackson Terrace**

1. Playground, 2<sup>nd</sup> request.

Authority response: *SHA is considering placing playground equipment on the flat area adjacent to the community room.*

2. Fences down by baseball field.

Authority response: *SHA has repaired our damaged fence areas. SHA will continue to repair our fence if additional areas of damage are identified.*

3. Ground rain gutters, 2<sup>nd</sup> request.

Authority response: *SHA is currently looking into a way to address this item. This will be addressed under our Capital Plan.*

4. Water pressure is still a problem.

Authority response: *There is not a water pressure problem at this site. As the problem occurs, the faucets will be repaired.*

5. Remove concrete chunks in ground.

Authority response: *Maintenance will address this item immediately.*

6. Sign for Jackson Terrace, 2<sup>nd</sup> request.

Authority response: *SHA will consider this recommendation.*

7. Larger upstairs windows, 2<sup>nd</sup> request.

Authority response: *This is not a building code issue. However, we will consider new windows under our Capital Plan.*

8. Need fire inspector to review development.

Authority response: *This recommendation will be addressed as part of the process outlined in the response to question 2 under General Policy Recommendations and Comments.*

9. Watch children sign on top of driveway into upper parking lot.

Authority response: *Maintenance will address this recommendation.*

10. Remove garbage holders.

Authority response: *Maintenance will address this item immediately.*

11. Get a better inspection policy.

Authority response: *SHA believes we have an Inspection Policy in place that protects the health and safety of our residents.*

12. Plant grass or install blacktop when concrete chunks and garbage holders are removed.

Authority response: *Maintenance will address this recommendation.*

13. Requesting frost-free refrigerators.

Authority response: *As new refrigerators are purchased, they are frost-free. This is included in the Capital Plan.*

14. Requesting larger stoves.

Authority response: *SHA will consider this recommendation*

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### **Resident Advisory Board – Comments and Recommendations – Washington Plaza**

1. Install playground equipment for the children.

Authority response: *SHA will consider this recommendation.*

2. Fix the fences.

Authority response: *Maintenance will address this recommendation.*

3. Roots and rocks in yards.

Authority response: *Maintenance has addressed this.*

4. New thermostats.

Authority response: *This is included in the Capital Plan.*

5. New radiators.

Authority response: *This is included in the Capital Plan.*

6. Fix broken parts of entrance areas into apartments.

Authority response: *New porches are included in the Capital Plan.*

7. New windows (sliding).

Authority response: *This is included in the Capital Plan.*

8. New screen doors.

Authority response: *This is included in the Capital Plan.*

9. Different closet doors.

Authority response: *This is included in the Capital Plan.*

10. Mail slots in doors.

Authority response: *This will be considered when we install the new doors as outlined in the Capital Plan.*

11. New grass or blacktop.

Authority response: *This is included in the Capital Plan.*

12. Frost free refrigerators.

Authority response: *As new refrigerators are purchased, they are frost free. This is included in the Capital Plan.*

13. Bigger stoves.

Authority response: *SHA will consider this recommendation.*

14. New porches.

Authority response: *This is included in the Capital Plan.*

15. Different tiles on floor.

Authority response: *This is included in the Capital Plan.*

16. Sign for Washington Plaza.

Authority response: *SHA will consider this recommendation.*

17. Security problems.

Authority response: *An Assistant District Attorney has weekly meetings with the residents at this development to discuss problems and issues.*

18. Get rid of three (3) month inspections.

Authority response: *SHA believes we have an Inspection Policy in place that protects the health and safety of our residents.*

19. Fire ladders.

Authority response: *This recommendation will be addressed as part of the process outlined in the response to question 2 under General Policy Recommendations and Comments.*

**Attachment 5 – FY 2001 Capital Fund Program Annual Statement and Five Year Plan (file pa003a01)**

**Attachment 6 – Capital Fund Program Performance and Evaluation Report (file pa003b01)**

**ATTACHMENT 5: FY 2001 CAPITAL FUND PROGRAM ANNUAL STATEMENT AND FIVE-YEAR PLAN – pa003a01**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> SCRANTON HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00350101 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2001
<input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no: )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	145,000			
4	1410 Administration	225,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	100,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	25,000			
10	1460 Dwelling Structures	1,998,234			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	10,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> SCRANTON HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00350101 Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b> 2001	
<input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no:    )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	2,503,234			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	30,000			
24	Amount of line 21 Related to Security – Soft Costs	120,000			
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	246,500			

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Scranton Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00350101 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 2001</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	Funds Obligated	Funds Expended	
PA3-2 Hilltop	New Roofs	1460	35	550,000				
	New Gutters and Downspouts	1460	35	70,000				
PA3-3 Bangor Heights	Upgrade Electrical Service	1460	36	300,000				
PA3-8B Jackson Terrace	Site Work	1450	1	25,000				
	Range Hoods	1460	50	12,500				
	New Kitchens	1460	50	200,000				
	New Bathrooms	1460	50	250,000				
	Interior Doors & Hardware	1460	50	50,000				
	New Hot Water Heaters	1460	4	4,000				
	Closet Doors	1460	50	50,000				
	Retro Fit 3 Units-504	1460	3	30,000				
	New Gutters and Downspouts	1460	4	20,000				
	Entrance Doors	1460	50	37,500				
	Storm Doors	1460	50	25,000				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Scranton Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00350101 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 2001</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	Funds Obligated	Funds Expended	
PA3-8B Jackson Terrace								
	Replace Tile Floor In Apartments	1460	50	100,000				
	Replace Side Doors	1460	4	8,000				
	Bathroom Light Fixtures	1460	50	6,234				
	Other Light Fixtures	1460	50	10,000				
	Heat Covers	1460	50	5,000				
	Paint Apartments	1460	50	90,000				
	New Windows	1460	50	180,000				
PHA Wide	Security	1408		70,000				
	Investigation	1408		50,000				
	Applicant Screening	1408		5,000				
	Managers Training	1408		5,000				
	Maintenance Training	1408		5,000				
	Computer Software Update	1408		10,000				
	Resident Initiatives	1408		N/C				
	Resident Organization	1408		N/C				
	Administration	1410		225,000				
	A & E Fees	1430		75,000				
	Planning Consultant	1430		25,000				
	Office Equipment	1475.1		10,000				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>							
PHA Name: Scranton Housing Authority		<b>Grant Type and Number</b> Capital Fund Program No: PA26P00350101 Replacement Housing Factor No:				<b>Federal FY of Grant: 2001</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PA3-2 Hilltop Manor	9/30/2003			9/30/2004			
PA3-3 Bangor Heights	9/30/2003			9/30/2004			
PA3-8B Jackson Terrace	9/30/2003			9/30/2004			
PHA Wide							
Management Improvements	9/30/2003			9/30/2004			
Administration	9/30/2003			9/30/2004			
A & E Fees	9/30/2003			9/30/2004			
Consultant	9/30/2003			9/30/2004			
Non-Dwelling Equipment	9/30/2003			9/30/2004			

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

PHA Name Scranton Housing Authority		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1 2001	Work Statement for Year 2 FFY Grant: 2002 PHA FY: 2003	Work Statement for Year 3 FFY Grant: 2003 PHA FY: 2004	Work Statement for Year 4 FFY Grant: 2004 PHA FY: 2005	Work Statement for Year 5 FFY Grant: 2005 PHA FY: 2006
PA 3-1 Valley View				2,038,000	1,768,000
PA 3-2 Hilltop		625,000			
PA 3-3 Bangor Hts.		564,000			
PA 3-4 Adams		344,000			
PA 3-5 Adams Hi		200,000			
PA 3-6 Jackson Hts.			586,000		
PA 3-7 Wash. West		35,000			
PA 3-8A Riverside					
PA 3-8B Jack. Terr.			35,000		
PA 3-9 Wash Plaza			1,147,000		
PHA Wide					
Management Improv.		415,000	410,000	140,000	410,000
Resident Initiatives		N/C	N/C	N/C	N/C
Resident Organization		N/C	N/C	N/C	N/C
Administration		210,000	210,000	210,000	210,000
A & E Fees		75,000	75,000	75,000	75,000
Planning Consultant		25,000	25,000	25,000	25,000
Office Equipment		10,000	15,000	15,000	15,000
CFP Funds Listed for 5- year planning		2,503,000	2,503,000	2,503,000	2,503,000
Replacement Housing Factor Funds					

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

Activities for Year 1	Activities for Year : <u>  2  </u> FFY Grant: 2002 PHA FY: 2003			Activities for Year: <u>  3  </u> FFY Grant: 2003 PHA FY: 2004		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	PA 3-2 Hilltop Manor	Replacement Windows	625,000	PA 3-6 Jackson Hts.	New Ceilings In Common Areas	25,000
Annual					Common Area Upgrade	5,000
Statement	PA 3-3 Bangor Hts.	New Roofs	525,000		Air Conditioning	20,000
		New Gutters & Downspouts	39,000		Floor Covering In Common Area & Hallways	20,000
	PA 3-4 Adams Apts.	Paint Exterior of Bldg.	30,000		Temperature Controls In Each Apt.	45,000
		Install Fire Hoses	2,000		New Roof	100,000
		Replace Underground Heat Lines	35,000		Landscaping	10,000
		Replace Compactors	12,000		Resurface Parking Area	10,000
		Install Sprinkler System	255,000		New Compactor	10,000
		Ventilation in Stairwells	10,000		New Windows	175,000
	PA 3-5 Adams Hi-Rise	Ventilation in Stairwells	10,000		New Interior Doors	40,000
		Replace Heating System	70,000		New Closet Doors	40,000
		Install Storm Doors on Balconies	10,000		New Peep Holes	5,000
		Recaulk Expansion Joints	10,000		New Tub Faucets	20,000
		New Roof	100,000		New Kitchen Lights	10,000
					New Toilets	25,000
	PA 3-7 Wash. West	Landscaping	10,000		New Medicine Cabinets	15,000
		Replace Front & Back Steps	15,000		Exhaust Vents Kitchens & Bathrooms	11,000
		New Compactor	10,000			





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

Activities for Year 1	Activities for Year : <u>  4  </u> FFY Grant: 2004 PHA FY: 2005			Activities for Year: <u>  5  </u> FFY Grant: 2005 PHA FY: 2006		
	PA3-1 Valley View Terrace	Demolition	1,400,000	PA 3-1 Valley View Terrace	Site Work and Utilities	1,768,000
See		Relocation of Families	638,000			
Annual Statement	PHA Wide			PHA Wide		
		Security	70,000		Security	325,000
		Investigation	50,000		Investigation	60,000
		Applicant Screening	5,000		Applicant Screening	5,000
		Management Training	5,000		Management Training	5,000
		Maintenance Training	5,000		Maintenance Training	5,000
		Computer Software	10,000		Computer Software	10,000
		Resident Initiatives	N/C		Resident Initiatives	N/C
		Resident Organization	N/C		Resident Organization	N/C
		Administration	210,000		Administration	210,000
		A & E Fees	75,000		A & E Fees	75,000
		Planning Consultant	25,000		Planning Consultant	25,000
		Office Equipment	10,000		Office Equipment	15,000
		Total CFP Estimated Cost	\$2,503,000			\$2,503,000

**ATTACHMENT 6: PERFORMANCE AND EVALUATION REPORT – pa003b01**  
**-- 2000**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> SCRANTON HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00350100 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2000
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	205,000		0	0
4	1410 Administration	197,500		0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	90,000		0	0
8	1440 Site Acquisition				
9	1450 Site Improvement	20,000		0	0
10	1460 Dwelling Structures	1,660,864		0	0
11	1465.1 Dwelling Equipment—Nonexpendable	269,600		0	0
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	5,000		0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> SCRANTON HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00350100 Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b> 2000	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	<b>2,447,964</b>		<b>0</b>	<b>0</b>
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	18,000		0	0
24	Amount of line 21 Related to Security – Soft Costs	185,000		0	0
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	130,000		0	0

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Scranton Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00350100 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 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	Funds Obligated	Funds Expended	
PA 3-4 Adams Apts.	Install New Roof	1460	2	50,000		0	0	Under A/E Review
	Repair Exterior Front Walls	1460	2	5,000		0	0	Under A/E Review
	Air Conditioning Units in Apts.	1465.1	64	25,000		0	0	Not purchased as of yet
	Replace Stoves	1465.1	64	20,000		0	0	Not purchased as of yet
	Replace Refrigerators	1465.1	64	26,000		0	0	Not purchased as of yet
	New Faucets	1460	128	20,000		0	0	Under A/E Review
	New Air Compressor Boiler Room	1460	1	3,000		0	0	Under A/E Review
	New Kitchens	1460	64	144,000		0	0	Under A/E Review
	New Entrance Systems	1460	2	8,000		0	0	Under A/E Review
	Ventilation In Hallways	1460	2	16,000		0	0	Under A/E Review

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Scranton Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00350100 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 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
PA 3-4				Original	Revised	Funds Obligated	Funds Expended	
	New Hardware on Apt. Entrance Doors	1460	64	5,000		0	0	Under A/E Review
	New Compactors	1460	2	8,000		0	0	Under A/E Review
	New Rear Exit Doors	1460	3	3,210		0	0	Under A/E Review
	New Hallway Flooring	1460	2	24,000		0	0	Under A/E Review
	<b>Subtotal</b>			<b>357,210</b>		<b>0</b>	<b>0</b>	

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Scranton Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00350100 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 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
PA 3-5				Original	Revised	Funds Obligated	Funds Expended	
Adams High Rise	Common Area Upgrade	1460	1	20,000		0	0	Under A/E Review
	Air Conditioning Units	1465.1	184	73,600		0	0	Not Purchased as of yet
	New Stoves	1465.1	184	55,000		0	0	Not Purchased as of yet
	New Refrigerators	1465.1	184	70,000		0	0	Not Purchased as of yet
	New Ceilings in Common Areas	1460	8	32,000		0	0	Under A/E Review
	New Heating & Domestic Water Risers	1460	2	15,000		0	0	Under A/E Review
	New Water Heaters	1460	1	50,000		0	0	Under A/E Review
	Lighting on Patio	1460	1	3,000		0	0	Under A/E Review
	Lighting by Main Doors	1460	1	1,000		0	0	Under A/E Review
	New Garbage Chute Doors	1460	8	2,500		0	0	Under A/E Review

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Scranton Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00350100 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 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
PA 3-5				Original	Revised	Funds Obligated	Funds Expended	
	New Stairwell Lights	1460	24	4,000		0	0	Under A/E Review
	New Entrance System	1460	1	10,000		0	0	Under A/E Review
	New Windows in Community Room	1460	1	6,000		0	0	Under A/E Review
	Renovate Bathrooms	1460	184	92,000		0	0	Under A/E Review
	Kitchen Countertops & Faucets	1460	184	165,600		0	0	Under A/E Review
	Refinish Kitchen Cabinets	1460	184	55,200		0	0	Under A/E Review
	New Landscaping & Sidewalks	1450	1	20,000		0	0	Under A/E Review
	New Hardware for Interior Doors	1460	184	35,000		0	0	Under A/E Review
	Prepare and Pain Apartments	1460	184	147,200		0	0	Under A/E Review
	<b>Subtotal</b>			<b>857,100</b>		<b>0</b>	<b>0</b>	

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Scranton Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00350100 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	Funds Obligated	Funds Expended	
PA 3-8A								
Riverside	Replace Roof Fans	1460	5	5,554		0	0	Under A/E Review
	Paint Apartments	1460	40	90,000		0	0	Work has not begun
	Install Exhaust Fans in Bathroom	1460	40	11,000		0	0	Under A/E Review
	New Storm Doors	1460	80	24,000		0	0	Under A/E Review
	Paint Building Exteriors	1460	5	40,000		0	0	Under A/E Review
	Replace Tile Flooring in All Apartments	1460	40	60,000		0	0	Under A/E Review
	Replace Lights on Outside of Buildings	1460	5	5,000		0	0	Under A/E Review
	New Gutters & Downspouts	1460	5	14,600		0	0	Under A/E Review
	New Entrance Doors	1460	80	40,000		0	0	Under A/E Review
	New Kitchens	1460	40	100,000		0	0	Under A/E Review

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Scranton Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00350100 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 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	Funds Obligated	Funds Expended	
PA 3-8A								
	New Bathrooms	1460	56	162,000		0	0	Under A/E Review
	Interior Doors & Hardware	1460	192	24,000		0	0	Under A/E Review
	New Windows	1460	40	130,000		0	0	Under A/E Review
	<b>Subtotal</b>			<b>706,154</b>				

<b>Annual Statement/Performance and Evaluation Report</b>								
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b>								
<b>Part II: Supporting Pages</b>								
PHA Name: Scranton Housing Authority			Grant Type and Number Capital Fund Program Grant No: PA26P00350100 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
PHA-Wide	Management Improvements			Original	Revised	Funds Obligated	Funds Expended	
	1. Security	1408		60,000		0	0	In Progress in 1998 CGP
	2. Investigation	1408		125,000		0	0	In Progress in 1998 CGP
	3. Applicant Screening	1408		5,000		0	0	In Progress in 1998 CGP
	4. Management Training	1408		5,000		0	0	To begin shortly
	5. Maintenance Training	1408		5,000		0	0	To begin shortly
	6. Automation System Enhancements	1408		5,000		0	0	In Progress in 1998 CGP
	7. Resident Initiatives	1408		N/C		0	0	In Progress
	8. Resident Organization	1408		N/C		0	0	In Progress
PHA-Wide	Administration	1410		197,500		0	0	In Progress in 1998 CGP
	A & E Fees	1430		50,000		0	0	In Progress in 1998 CGP

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Scranton Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00350100 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 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	Funds Obligated	Funds Expended	
PHA-Wide	Management Improvements							
	Consultant-Agency Plan	1430		20,000		0	0	In Progress in 1998 CGP
	Consultant-Demolition, Disposition And Relocation Plans	1430		20,000		0	0	Under A/E Review
PHA Wide	Backflow Preventors	1460		30,000		0	0	Under A/E Review
	Computer Equipment	1475		5,000		0	0	Not purchased yet
	<b>Subtotal</b>			<b>527,500</b>				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>							
PHA Name: Scranton Housing Authority		<b>Grant Type and Number</b> Capital Fund Program No: PA26P00350100 Replacement Housing Factor No:				<b>Federal FY of Grant: 2000</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PA 3-4 Adams Apts.	9/30/2002			9/30/2003			
PA 3-5 Adams Hi-Rise	9/30/2002			9/30/2003			
PA 3-8A Riverside	9/30/2002			9/30/2003			
PHA-Wide							
Management Improvements	9/30/2002			9/30/2003			
Administration	9/30/2002			9/30/2003			
A & E Fees	9/30/2002			9/30/2003			
Consultant	9/30/2002			9/30/2003			
Physical Improvements	9/30/2002			9/30/2003			
Non-Dwelling Equipment	9/30/2002			9/30/2003			

**PERFORMANCE AND EVALUATION REPORT – pa003b01 -- 1999**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> SCRANTON HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00370899 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 1999
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	160,000		160,000	0
4	1410 Administration	258,000		258,000	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	50,000		50,000	0
8	1440 Site Acquisition				
9	1450 Site Improvement	60,660		50,000	0
10	1460 Dwelling Structures	2,047,950		1,792,750	0
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	10,000		10,000	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> SCRANTON HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00370899 Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b> 1999	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	<b>2,586,610</b>		<b>2,320,750</b>	<b>0</b>
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	70,000		0	
24	Amount of line 21 Related to Security – Soft Costs	140,000		140,000	
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	879,000		879,000	

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Scranton Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00370899 Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 1999</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	Funds Obligated	Funds Expended	
PA 3-1 Valley View	Install Living Room Fixtures	1460	240	14,000	0	0	0	Under Review
PA 3-2	Install Benches	1450	15	3,000		0	0	Under A/E Review
Hilltop Manor	Install Fencing	1450	640	7,660		0	0	Under A/E Review
	Mechanical Rooms, Boilers and Hot Water Heaters	1460	35	785,000	799,000	799,000	0	In Progress
PA 3-3 Bangor Heights	Site Work and Landscaping	1450	1	40,000		40,000	0	Under A/E Review
	Interior Doors and Hardware	1460	962	120,250		120,250	0	In progress in 1998 CGP
	New Bathrooms	1460	166	581,000		581,000	0	In Progress in 1998 CGP
	Paint Preparation and Finish	1460	150	225,000		225,000	0	In Progress in 1998 CGP
	Drop Ceiling in Kitchens	1460	150	37,500		37,500	0	In Progress in 1998 CGP
	Light Fixtures in Kitchens	1460	150	30,000		30,000	0	In Progress in 1998 CGP

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Scranton Housing Authority			Grant Type and Number Capital Fund Program Grant No: PA26P00370899 Replacement Housing Factor Grant No:			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	Funds Obligated	Funds Expended	
<b>PA 3-8A Riverside Apts.</b>	Site Grading	1450	1	10,000		10,000	0	Under A/E Review
	New Roofing	1460	6	80,000	0	0	0	Completed in 1998 CGP
	New Soffitt	1460	6	6,000		0	0	Under A/E Review
	New Hoods	1460	40	10,000		0	0	Under A/E Review
	Bathroom Light Fixtures	1460	40	4,000		0	0	Under A/E Review
	Dining Room Light Fixtures	1460	40	4,000		0	0	Under A/E Review
	Heater Covers	1460	40	7,200		0	0	Under A/E Review
	Closet Doors	1460	40	74,000		0	0	Under A/E Review
	New Boilers	1460	5	40,000	80,000	0	0	Under A/E Review
	Retrofit Two Units	1460	2	30,000	70,000	0	0	Under A/E Review
PHA-Wide	Security	1408		60,000		60,000	0	In Progress in 1998 CGP
	Investigation	1408		80,000		80,000	0	In Progress in 1998 CGP

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Scranton Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00370899 Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 1999</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	Funds Obligated	Funds Expended	
	Applicant Screening	1408		5,000		5,000	0	In Progress in 1998 CGP
	Managers Training	1408		5,000		5,000	0	To begin Shortly
	Maintenance Training	1408		5,000		5,000	0	To Begin Shortly
	Automation System Enhancements	1408		5,000		5,000	0	In Progress in 1998 CGP
	Resident Initiatives	1408		N/C				In Progress
	Resident Organization	1408		N/C				In Progress
	Administration	1410		258,000		258,000	0	In Progress in 1998 CGP
	A & E Fees	1430		50,000		50,000	0	In progress in 1998 CGP
	Office Equipment	1475.1		10,000		10,000	0	Not purchased yet

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>							
PHA Name: Scranton Housing Authority		<b>Grant Type and Number</b> Capital Fund Program No: PA26P00370899 Replacement Housing Factor No:			<b>Federal FY of Grant: 1999</b>		
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PA 3-1 Valley View	6/30/2001			9/30/2002			
PA 3-2 Hilltop Manor	6/30/2001			9/30/2002			
PA 3-3 Bangor Heights	6/30/2001			9/30/2002			
PA 3-8A Riverside Apts.	6/30/2001			9/30/2002			
PHA-Wide							
Security	6/30/2001			9/30/2001			
Investigation	6/30/2001			9/30/2001			
Applicant Screening	6/30/2001			9/30/2001			
Managers Training	6/30/2001			12/31/2001			
Maintenance Training	6/30/2001			12/31/2001			
Automation System	6/30/2001			12/31/2001			
Administration	6/30/2001			12/31/2001			
A & E Fees	6/30/2001			12/31/2001			
Office Equipment	6/30/2001			12/31/2001			

**PERFORMANCE AND EVALUATION REPORT – pa003b01 -- 1998**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> SCRANTON HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00370798 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 1998
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	242,488	162,141	162,141	162,141
4	1410 Administration	215,000	85,204	85,204	85,204
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	60,000	26,042	26,042	26,042
8	1440 Site Acquisition				
9	1450 Site Improvement	140,135	84,041	84,041	81,916
10	1460 Dwelling Structures	1,518,860	1,831,872	1,831,872	1,488,777
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	5,000	3,700	3,700	3,700
13	1475 Nondwelling Equipment	15,000	3,483	3,483	3,483
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> SCRANTON HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00370798 Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b> 1998	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	2,196,483	2,196,483	2,196,483	1,851,263
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	24,000	24,000	24,000	-0-
24	Amount of line 21 Related to Security – Soft Costs	222,488	129,837	129,837	107,398
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	45,000	191,682	191,682	139,521

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Scranton Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00370798 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 1998</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	Funds Obligated	Funds Expended	
<b>PA 3-1 Valley View Terrace</b>								
	Install Wall Panels	1460	100	2,260	6,795	6,795	6,795	Continuing in 1999 CGP
<b>PA 3-3 Bangor Heights</b>	Bathrooms	1460	150	-0-	198,623	198,623	198,623	Continuing in 1999 CGP
	Fencing	1450	340	3,000	3,000	3,000	2,510	Work in Progress
	Bedroom Light Fixtures	1460	366	27,000	38,620	38,620	38,620	Continuing in 1999 CGP
	Replace Floor	1460	150	100,000	132,414	132,414	132,414	Continuing in 1999 CGP
	Install Closet Doors	1460	150	88,000	115,862	115,862	115,862	Continuing in 1999 CGP
	Replace Stoves	1460	150	40,000	-0-	-0-	-0-	
	Replace Refrigerators	1460	150	50,000	-0-	-0-	-0-	
	Replace Screen Doors And Caulking	1460	300	50,000	66,207	66,207	66,207	Continuing in 1999 CGP
<b>PA 3-4 Adams Apts.</b>	Fencing and Landscaping	1450	200	1,635	1,635	1,635	-0-	Work has not yet begun

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Scranton Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00370798 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 1998</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	Funds Obligated	Funds Expended	
PA 3-4 Adams Apts.	Install Range Hoods	1460	64	16,000	16,000	16,000	-0-	Work has not yet begun
	Paint Apartments	1460	64	35,000	35,000	35,000	-0-	Work has not yet begun
	Exhaust Fans-Bathrooms	1460	64	10,000	10,000	10,000	5,520	Work Beginning
	Install Closet Doors	1460	64	30,000	30,000	30,000	-0-	Work has not yet begun
	Install Trash Doors	1460	2	1,600	1,600	1,600	-0-	Work has not yet begun
	Install Flooring in Community Areas	1460	1	2,400	2,400	2,400	-0-	Work has not yet begun
	Air Conditioning Units	1460	64	25,600	7,964	7,964	-0-	Work has not yet begun
	New Stoves	1460	64	20,000	-0-	-0-	-0-	
	New Refrigerators	1460	64	26,000	18,300	18,300	18,300	Continuing in 1999 CGP
	New Faucets	1460	128	15,800	15,800	15,800	-0-	Work has not yet begun

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Scranton Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00370798 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 1998</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	Funds Obligated	Funds Expended	
<b>PA 3-2 Hilltop Manor</b>								
	Mechanical Rooms, Boilers and Hot Water Heaters	1460	5	-0-	191,682	191,682	39,521	Work in Progress
	Community Room Carpeting	1470		-0-	3,700	3,700	3,700	Work Completed
<b>PA 3-5 Adams High Rise</b>	Replace Exterior Doors	1460	5	3,000	3,000	3,000	1,082	Work in Progress
	Install New Flooring	1460	184	160,000	170,854	170,854	170,854	Continuing in 1999 CGP
	Install Closet Doors	1460	184	175,000	183,721	183,721	183,721	Continuing in 1999 CGP
	Install Peep Holes	1460	184	10,000	10,000	10,000	9,238	Work in Progress
	New Ranges & Refrigerators	1460	184	50,000	50,000	50,000	19,200	Work in Progress
	GFI in Community Room Kitchen	1460	1	100	100	100	-0-	Work has not yet begun
	New Corridor Ventilation	1460	1	90,000	96,998	96,998	96,998	Continuing in 1999 CGP
	Air Conditioning Units	1460	184	73,600	73,600	73,600	-0-	Work has not yet begun

<b>Annual Statement/Performance and Evaluation Report</b>								
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b>								
<b>Part II: Supporting Pages</b>								
PHA Name: Scranton Housing Authority			Grant Type and Number Capital Fund Program Grant No: PAPA26P00370798 Replacement Housing Factor Grant No:			Federal FY of Grant: 1998		
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	Funds Obligated	Funds Expended	
<b>PA 3-5 Adams High Rise</b>	Sidewalk Improvements	1450		-0-	5,459	5,459	5,459	Work Completed
<b>PA 3-6 Jackson Heights</b>	Cabinet Community Room	1460	1	2,000	2,000	2,000	-0-	Work has not yet begun
	New Closet Doors	1460	101	50,000	50,000	50,000	5,490	Work In Progress
	Air Conditioning Units	1460	60	24,000	26,575	26,575	26,575	Work Completed
<b>PA 3-7 Washington West</b>	Hallway Ventalization	1460		-0-	36,733	36,733	36,733	Work Completed
	Site Improvements	1450		-0-	10,823	10,823	10,823	Work Completed
<b>PA 3-8 Riverside Jackson Terrace</b>	Site Grading	1450		-0-	55,487	55,487	55,487	Work Completed
	New Roofing	1460		-0-	175,735	175,735	175,735	Work Completed

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Scranton Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00370798 Replacement Housing Factor Grant No:				Federal FY of Grant: 1998		
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
PA 3-9 Washington Plaza				Original	Revised	Funds Obligated	Funds Expended	
	Landscaping and Site Improvements	1450	1	30,000	-0-	-0-	-0-	
	Exterior Bldg. Improvements	1460	5	20,000	-0-	-0-	-0-	
	New Closet Doors	1460	60	25,000	-0-	-0-	-0-	
	GFI Outlets	1460	60	3,000	-0-	-0-	-0-	
	New Boilers	1460	5	45,000	-0-	-0-	-0-	
	New Water Heaters	1460	5	15,000	15,000	15,000	15,000	Continuing in 1999 CGP
	504 Work	1460	3	24,000	24,000	24,000	-0-	Work has not yet begun
	Community Building Repair	1470	1	5,000	-0-	-0-	-0-	Work has not yet begun
	New Roof	1460		-0-	26,289	26,289	26,289	Completed
	Sidewalks & Steps	1450		-0-	7,637	7,637	7,637	Work Completed

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Scranton Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26PA00370798 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 1998</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	Funds Obligated	Funds Expended	
<b>PA 3-12 Scattered Sites</b>								
	New Concrete Sidewalks	1450	3,000 sq. ft.	15,000	-0-	-0-	-0-	
	New Landscaping	1450	10 Sites	50,000	-0-	-0-	-0-	
	New Entrance Doors	1460	36	14,400	-0-	-0-	-0-	
	Install New Roofs	1460	10	50,000	-0-	-0-	-0-	
	Install New Windows	1460	103	20,600	-0-	-0-	-0-	

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Scranton Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00370798 Replacement Housing Factor Grant No:				Federal FY of Grant: 1998		
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
PA 3-13 Scattered Sites				Original	Revised	Funds Obligated	Funds Expended	
	New Concrete Sidewalks	1450	2,100 sq. ft.	10,500	-0-	-0-	-0-	
	New Landscaping	1450	5 sites	30,000	-0-	-0-	-0-	
	New Entrance Doors	1460	54	21,600	-0-	-0-	-0-	
	Install New Roofs	1460	5	35,000	-0-	-0-	-0-	
	Install New Windows	1460	200	40,000	-0-	-0-	-0-	
	Install New Boilers	1460	8	27,900	-0-	-0-	-0-	
<b>PHA-Wide</b>	Security	1408		175,000	57,561	57,561	57,561	Continuing in 1999 CGP
	Investigation	1408		47,488	49,837	49,837	49,837	Continuing in 1999 CGP
	Applicant Screening	1408		5,000	6,542	6,542	6,542	Continuing in 1999 CGP
	Managers Training	1408		5,000	3,000	3,000	3,000	Work Completed

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Scranton Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26PA00370798 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 1998</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	Funds Obligated	Funds Expended	
<b>PHA-Wide</b>	Maintenance Training	1408		5,000	3,000	3,000	3,000	Work Completed
	Automations System Enhancements	1408		5,000	1,649	1,649	1,649	Work Completed
	Marketability Study	1408		-0-	7,435	7,435	7,435	Work Completed
	Resident Initiative Coordinator	1408		N/C	-0-	-0-	-0-	N/A
	Resident Organization	1408		N/C	-0-	-0-	-0-	N/A
	Administration	1410		215,000	85,204	85,204	85,204	Work Completed
	A & E	1430		60,000	26,042	26,042	26,042	Work Completed
	Office Equipment	1475.1		15,000	3,483	3,483	3,483	Work Completed
	Agency Plan	1408		-0-	33,117	33,117	33,117	Work Completed

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>							
PHA Name: Scranton Housing Authority		<b>Grant Type and Number</b> Capital Fund Program No: PA26P00370798 Replacement Housing Factor No:			<b>Federal FY of Grant: 1998</b>		
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PA 3-1 Valley View	3/31/2000		3/31/2000	9/30/2001			
PA 3-3 Bangor Heights	3/31/2000		3/31/2000	9/30/2001			
PA 3-4 Adams Apts.	3/31/2000		3/31/2000	9/30/2001			
PA 3-5 Adams Hi-Rise	3/31/2000		3/31/2000	9/30/2001			
PA 3-6 Jackson Heights	3/31/2000		3/31/2000	9/30/2001			
PA 3-9 Washington Pl.	3/31/2000		3/31/2000	9/30/2001			
PA 3-12 Scattered Sites	3/31/2000		3/31/2000	9/30/2001			
PA 3-13 Scattered Sites	3/31/2000		3/31/2000	9/30/2001			
PHA-WIDE							
Security	12/31/99		12/31/99	9/30/2000		9/30/2000	
Investigation	12/31/99		3/31/99	9/30/2000		9/30/2000	
Screening	12/31/99		6/30/99	9/30/2000		9/30/2000	
Managers Training	12/31/99		12/31/99	12/31/2000		12/31/2000	
Maintenance Training	12/31/99		12/31/99	12/31/2000		12/31/2000	
Automation System	9/30/99		6/30/99	12/31/2000		12/31/2000	
A & E Fees	3/31/99		3/31/99	3/31/2000		3/31/2000	
Office Equipment	12/31/99		6/30/99	12/31/2000		12/31/2000	
Administration	3/31/99		3/31/99	12/31/2000		12/31/2000	