

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 - 2004  
Annual Plan for Fiscal Year 2001

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

**PHA Plan  
Agency Identification**

**PHA Name:** The Housing Authority of the City of Erie

**PHA Number:** PA013

**PHA Fiscal Year Beginning:** (mm/yyyy)04/01/2001

**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)

**Erie Tenant Council Office at the Marsha Hall Learning Center, 1841 East 18<sup>th</sup> Street**

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2001 - 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 Housing Authority of the City of Erie exists to provide safe, decent, and affordable housing for lower-income families, elderly, and disabled individuals; and to foster among the residents we serve economic self-sufficiency, and a sense of community and pride in the neighborhoods where they reside.**

**To this end, the Authority, through its Admission and Occupancy policy, will provide housing to a cross-section of the low-income population so as to obtain a broad range of incomes in public housing and promote economic diversity resulting from employment.**

**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)

Work with local landlords who do not currently participate in the Section 8 Program, to convince them to accept Section 8 Voucher holders.

- PHA Goal: Improve the quality of assisted housing
- Objectives:
- Improve public housing management: (PHAS score) 77.89%
  - 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)
- Improve the occupancy level of existing public housing and leaseup rates of Section 8 assistance. HACE implemented a full media marketing campaign to raise the awareness level in the community of HACE's housing programs.

- 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)

### **PROVIDE HOUSING ASSISTANCE TO MORE FAMILIES INDIVIDUALS**

1. *Achieve* 95% occupancy in the Public Housing Program.
2. *Increase* utilization of Section 8 assistance by 20% over 1998.
3. *Implement* a community public relations and marketing plan.

### **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)

### **IMPROVE LIVABILITY OF PUBLIC AND SECTION 8 HOUSING**

1. Reduce reported crime by 10% from 1998.
2. *Implement* recommendations from SPARTA Consulting, Inc., leading to crime reduction and drug elimination.
3. Maintain all communities litter free.
4. Maintain average response time for tenant-generated work to two (2) workdays or less.
5. Increase the obligation rate for Drug Elimination and Comprehensive Grant Program funds.
6. *Maintain* the current level of resident satisfaction with living conditions in public housing.

### **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)

**ENHANCE SELF-SUFFICIENCY OF PUBLIC HOUSING / SECTION 8  
TENANTS AND PROMOTE A GREATER SENSE OF COMMUNITY  
AMONG RESIDENTS**

1. Increase the ratio of Public Housing and Section 8 tenants who have employment as a source of income.
2. Continue the HomePLUS program at Schmid Towers and Friendship Apartments
3. *Increase* number of Section 8 recipients who participate in selfsufficiency strategies.
4. *Work* with residents to improve the image of public housing.
5. Develop Public Housing and Section 8 Homeownership Program.
6. *Continue* to implement ceiling rents that reflect rental value of units based on size, condition, and location.

**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)

**Annual PHA Plan**  
**PHA Fiscal Year 2000**

[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

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

The Housing Authority of the City of Erie (HACE) Annual Plan provides a summary of the programs, operations, and clients assisted by the agency. The plan makes public the financial and collaborative resources leveraged by the HACE to deliver high quality housing and economic self-sufficiency services to the low-income population in the City of Erie. The plan informs the public of some of the unique challenges facing the agency such as the temporary oversupply of affordable housing. Where possible, HACE has suggested approaches to solving some of the challenges and is looking forward to obtaining Resident Advisory Board and Community feedback.

**Highlights**

- HACE is striving to improve operations in lease-up of both public and Section 8 assisted housing;
- HACE has implemented a massive Public Housing marketing campaign to attempt to reduce the above-average vacancy rate in public housing;
- HACE will be requesting HUD approval to market underutilized quality public housing to the market rate and moderate income households not served in the community as identified in the Consolidated Plan;
- HACE's capital expenditures and plans for the next five years are included in the plan; and

- The HACE will revise the Admissions and Continued Occupancy Plan (ACOP), and Section 8 Administrative Plan, including the Project Based Assistance Unit Selection Policy, to reflect changes in this Agency Plan update.

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**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 (A)
- FY 2001 Capital Fund Program Annual Statement (B)

- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Other (List below, providing each attachment name)
- PHA Pet Policies and Procedures Summary (C)
  - PHA Community Service Policies and Procedures Summary (D)
  - Progress Report on Five Year Plan Mission and Goals (E)
  - Resident Member of the PHA Governing Board (F)
  - Membership of the Resident Advisory Board (G)

Optional Attachments:

- PHA Management Organizational Chart (H)
- FY 2001 Capital Fund Program 5 Year Action Plan (I)
- Public Housing Drug Elimination Program (PHDEP) Plan (J)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (K)

**Supporting Documents Available for Review**

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	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

<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	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Section 8 Administrative Plan
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
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
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	HACE Pet Policies and Procedures	Annual Plan
X	HACE Community Services Policies and Procedures	Annual Plan

## **1. Statement of Housing Needs**

[24 CFR Part 903.79(a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	4298*	3	2	4	4	N/A	N/A
Income >30% but <=50% of AMI	2196*	1	3	4	2	N/A	N/A
Income >50% but <80% of AMI	832*	1	3	4	2	N/A	N/A
Elderly	1810*	1	3	4	2	N/A	N/A
Families with Disabilities	423*	1	4	4	4	N/A	N/A
White	N/A	1	4	4	N/A	N/A	N/A
Afro-American	N/A	1	4	4	N/A	N/A	N/A
American Indian, Alaskan, Aluet	N/A	1	4	4	N/A	N/A	N/A
Hispanic	N/A	1	4	4	N/A	N/A	N/A
Asian/Pacific Islander	N/A	1	4	4	N/A	N/A	N/A

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

- Consolidated Plan of the Jurisdiction/s  
 Indicate year: **1995, Information computed from the table on Page III-10 of the City of Erie Consolidated Plan. Total renters multiplied by the percent in need of housing or burdened.**
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
 Indicate year:
- Other housing market study  
 Indicate year:
- Other sources: (list and indicate year of information)

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

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

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input 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	142		900-1100*
Extremely low income <=30% AMI	88	61%	
Very low income (>30% but <=50% AMI)	16	12%	
Low income (>50% but <80% AMI)	38	27%	
Families with children	16	11%	
Elderly families	46	32%	
Families with Disabilities	51	35%	
White (Non-Hispanic)	114	80%	
Black (Non-Hispanic)	24	17%	
American Indian/ Native Alaskan	0	0%	
Asian or Pacific Islander	0	0%	
Hispanic	4	3%	

Housing Needs of Families on the Waiting List			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	126	89%	73
2 BR	13	9%	95
3 BR	3	2%	47
4 BR	0	0	30
5 BR	0	0	5
5+ BR	0	0	0
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

**\* It takes approximately 4 offers to lease each unit. Therefore, the waiting list turnover is much greater than the unit turnover (see page 34)**

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	767		Approximately 420
Extremely low income <=30% AMI	Unknown*	Unknown*	
Very low income (>30% but <=50% AMI)	Unknown*	Unknown*	
Low income (>50% but <80% AMI)	Unknown*	Unknown*	
Families with children	488	64	

<b>Housing Needs of Families on the Waiting List</b>			
'Elderly families	16	2%	
Families with Disabilities	Unknown*	Unknown*	
White (Non-Hispanic)	414	54%	
Black (Non-Hispanic)	292	42%	
American Indian/ Native Alaskan	21	3%	
Asian or Pacific Islander	1	.01%	
Hispanic	39	5%	
Characteristics by Bedroom Size (Section 8 Housing Only)			
1BR	256	34%	Need Information
2 BR	321	42%	Need Information
3 BR	162	21%	Need Information
4 BR	21	3%	Need Information
5 BR	4	.05%	
5+ BR	3	.04%	Need Information
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? <sup>2</sup>			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" 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**

<sup>1</sup> \* The HACE Section 8 eligibility and selection is a two step process. In the initial step, HACE does not collect demographic and household income information because the information becomes out dated. That is why the HACE list the information requested as "Unknown" for the 767 persons currently on the 'initial list'. The information requested is obtained only at the time the person is screened for admission to the program and eligibility is certified.

**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 vacant 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)  
**Implement additional project based Section 8 program.**

**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)

Seek HUD approval to allow admissions to market rate families in vacant units not needed by low-income families. The units are sitting idle because of the current over supply of low-income housing in the City of Erie.

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

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

Select all that apply

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

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

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

Other: (list below)

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

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

Select if applicable

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

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

Select all that apply

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

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

The City of Erie currently has an oversupply of low-income and affordable housing. The market is so slow that owners are forgiving rent, waiving move-in deposits, and providing other incentives and, in some cases, better amenities than units at HACE.

Public housing demolition would be irresponsible. HACE believes that the developments are still viable and will be needed in the future. HACE will be performing the viability and best use analysis on the developments with high vacancy rates.

HACE will be requesting HUD approval to rent the existing Public Housing units to the open market under the same provisions allowed for small PHA's under QHWRA. If and when the affordable housing unit(s) are needed by a low-income person, the market tenant will be required to leave the unit.

HACE will consider a homeownership and mixed occupancy strategy for the Franklin Terrace community where vacancies have been consistently over 10% for the last five years.

The HACE has obtained permission from HUD to utilize Section 8 Housing Choice Vouchers at the locally-owned but affordable Erie Heights development.

**(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)

The availability of low-income housing vastly exceeds the demand. The number of vacancies and retention of renters in the public housing program has convinced HACE that a new approach is necessary to attract and retain renters in the Erie market. HACE’s situation is similar to that of other affordable housing providers in Erie, where vacancies abound and waiting lists are very short or non-existent. This current over-saturation is a result of on-going approval of Section 202 elderly and tax credit projects for the Erie urban area.

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2001 grants)</b>		
a) Public Housing Operating Fund	2,600,000	
b) Public Housing Capital Fund	4,500,000	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	1,867,000	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	425,000	
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>Section 8 New Construction</b>	162,000	Operations
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
PHDEP 2000	425,896	Safety, crime prevention program
Capital Fund 2000	4,541,358	Modernization
<b>3. Public Housing Dwelling Rental Income</b>	3,712,000	Operations
<b>4. Other income (list below)</b>		
Excess utilities, non dwelling rent, other	260,350	Operations
<b>Interest</b>	481,540	Operations
<b>5. Non-federal sources (list below)</b>		
<b>Erie Heights</b>	639,210	Operations
<b>Section 8 New Construction</b>	148,490	Operations
<b>Curry/Schell</b>	244,690	Operations
<b>New Development</b>	167,000	Operations
<b>Total Resources</b>	20,174,534	

### **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: 2 months
- Other: (describe)

Due to the small number of persons on the waiting list, the HACE verifies eligibility within 2 months of application.

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

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

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

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

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

##### **(2) Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- 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 - Hardship provisions may apply, allowing the participant to hold position on the list upon confirmation to HACE.

- 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)

Transfers are permitted pursuant to Grievance Hearing decisions.

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)

Page 8 of the HACE ACOP list that, if all other factors are equal, a preference is given to the elderly households. For more information please consult the ACOP.

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

## 2 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- 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)

See Page 8 of the ACOP.

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

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

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

**(6) Deconcentration and Income Mixing**

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

The HACE will be requesting HUD approval to offer public housing units to families above the income limit until the units are needed by low-income families, as exhibited by a significant increase in the public housing waiting list. This approach offers several benefits. First, the influx of working families will dilute the concentrations of poverty, as called for in the Act. Second, the occupancy levels in the developments will become more stable and the number of vacancies will be substantially reduced.

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

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

- Adoption of site based waiting lists  
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:
  - Harbor Homes PA 13-1
  - Lake City Dwellings PA 13-2
  - Franklin Terrace PA 13-3

Harbor Homes Annex	PA 13-4
Schmid Towers	PA 13-5
Scattered Sites	PA 13-7
Scattered Sites	PA 13-8
WestBrook	PA 13-9
Eastbrook	PA 13-10
Bird Drive	PA 13-11
Pineview	PA 13-14
Friendship Apts	PA 13-15
Scattered Sites	PA 13-17
Scattered Sites	PA 13-18
Ostrow Apts	PA 13-19

Employing new admission preferences at targeted developments

If selected, list targeted developments below:

Harbor Homes	PA 13-1
Lake City Dwellings	PA 13-2
Franklin Terrace	PA 13-3
Harbor Homes Annex	PA 13-4
Schmid Towers	PA 13-5
Scattered Sites	PA 13-7
Scattered Sites	PA 13-8
Westbrook	PA 13-9
Eastbrook	PA 13-10
Bird Drive	PA 13-11
Pineview	PA 13-14
Friendship Apts	PA 13-15
Scattered Sites	PA 13-17
Scattered Sites	PA 13-18
Ostrow Apts	PA 13-19

Other (list policies and developments targeted below)

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

HACE will be requesting approval to rent units to over income families until such time as they are needed by low-income families (see 6.a.).

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

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

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

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

Harbor Homes	PA 13-1
Lake City Dwellings	PA 13-2
Franklin Terrace	PA 13-3
Harbor Homes Annex	PA 13-4
Schmid Towers	PA 13-5
Scattered Sites	PA 13-7
Scattered Sites	PA 13-8
Westbrook	PA 13-9
Eastbrook	PA 13-10
Bird Drive	PA 13-11
Pineview	PA 13-14
Friendship Apts	PA 13-15
Scattered Sites	PA 13-17
Scattered Sites	PA 13-18
Ostrow Apts	PA 13-19

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

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

## B. Section 8

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

### (1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
  - Criminal and drug-related activity, more extensively than required by law or regulation
  - More general screening than criminal and drug-related activity (list factors below)
  - Other (list below)
- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC authorized source)
- e. Indicate what kinds of information you share with prospective landlords?(select all that apply)
- Criminal or drug-related activity
  - Other (describe below)

**(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenantbased 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 tenantbased 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:

If the family can document that they have been actively engaged in searching for a unit then HACE will generally give a 30 day extension.

**(4) Admissions Preferences**

a. Income targeting

Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

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

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

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

Project based assistance program policy.

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 dsregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

- \$0
- \$1-\$25

\$26-\$50

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

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

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

1.  Yes  No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

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

Other (describe below)

HACE deducts FICA, State, local taxes, and costs for unreimbursed health insurance deducted from the participants' gross income. Generally, this amounts to an 11.45% deduction for working residents, plus unreimbursed health insurance premiums.

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

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

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

**(2) Flat Rents**

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

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

For three years, the Authority will use its ceiling rents as flat rents

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

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

**(1) Payment Standards**

Describe the voucher payment standards and policies

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

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

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

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

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

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area

- Reflects market or submarket
- To increase housing options for families
- Other (list below)

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

- Annually
- Other (list below)

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

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

## **(2) Minimum Rent**

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

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

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

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached.
- 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	1858	276
Section 8 Vouchers	77	40
Section 8 Certificates	512	251
Section 8 Mod Rehab	50	25
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)	1858	276
Other Federal Programs(list individually)		
Section 8 New Construction	33	6

**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)
  - HACE Admissions and Continued Occupancy Policies
  - Rental Lease Agreement and Tenant Handbook
  - HACE Maintenance Operations manual

(2) Section 8 Management: (list below)

- Section 8 Administrative Plan
- Project Based Assistance (PBA) Program guide

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

### **A. Public Housing**

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office (applicants)  
 PHA development management offices (residents)  
 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 longterm physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (B).

-or-

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

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

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (I).

-or-

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

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
  - Revitalization Plan under development
  - Revitalization Plan submitted, pending approval
  - Revitalization Plan approved
  - Activities pursuant to an approved Revitalization Plan underway

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

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

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

**8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

1.  Yes  No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (j)]

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

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

1.  Yes  No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input checked="" type="checkbox"/> Other (explain below) <p style="text-align: center;"><b>( the required assessments are planned for the year 2001)</b></p>	
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: \_\_\_\_\_ )

Units addressed in a pending or approved HOPE VI Revitalization Plan  
(date submitted or approved: \_\_\_\_\_ )

Requirements no longer applicable: vacancy rates are less than 10 percent

Requirements no longer applicable: site now has less than 300 units

Other: (describe below)

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

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

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

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description

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

**Public Housing Homeownership Activity Description**

**(Complete one for each development affected)**

1a. Development name:

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

## B. Section 8 Tenant Based Assistance

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

2. Program Description: **The Authority will administer a Section 8 homeownership program by satisfying the following criteria: a) establishing a minimum homeownership down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment come from the family's resources; and, b) requiring that financing for purchase of a house under its Section 8 program will: be provided , insured or guaranteed by the state or federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.**

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:

- **Employment as current source of income.**
- **Two (2) year employment history.**
- **Favorable credit history.**

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

[24 CFR Part 903.79 (l)]

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

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

1. Cooperative agreements:

Yes  No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)? **Agreement with TANF agency is currently in Harrisburg for review by the Secretary of the Pennsylvania Department of Public Assistance.**

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)

- **Voluntary Vendor Payment Program**
- **Emergency Shelter Allowance Program**
- **Day Care**
- **Low Income Housing Energy Assistance Program**

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

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Franklin Terrace Child Care (YWCA)	25/yr	Waiting list, working family	YWCA	Public Housing Residents
On-site Substance Abuse	30/yr	Random	Greater Erie	Public Housing

Outreach and Intervention Counselor GECAC		selection and walk-ins	Community Action Committee	youths.
Franklin Terrace Youth Club	554/yr	Walk-ins	YMCA	Public Housing youths.
Family Health Council Teen pregnancy Prevention Program	15/yr	At risk teen females	Family Health Council	Public Housing
Early Intervention though Head Start	60/yr	Waiting list - Children	Head Start	Public Housing
Pineview/Erie Heights/Westbrook Neighborhood Youth Club	200/yr	Walk-Ins and Waiting lists	YMCA	Public Housing
On-sited Domestic Abuse Service Coordinator	20/yr	Walk-ins and requested service	SAFENET	Public Housing
Scholarship and Academic Incentives	75/yr	High Grades in school	HACE	Public Housing
Youth Sports Teams and Scouting	350/yr	Join Scouting	HACE/Boy Scouts	Public Housing
STEP-UP Apprentice Program	5/yr	Waiting list	HACE – STEP-UP	Public Housing
Victim Witness Program	100/yr	In danger of retaliation	HACE / HUD IG	Public Housing
ADDICTS and Narcotics Anonymous	28/yr	Dependency	Narcotics Anonymous	Public Housing
Welfare-to-Work Quality of Life Learning Center (QLLC)	114/yr	Waiting list	HACE	Public Housing
Workforce Development 2001	120/yr	Application lists	HACE	Public Housing
HOMEPLUS PROGRAM	300/yr	Senior residents	HACE	Public Housing
LECOM School of Osteopathic Medicine	60/yr	Walk-in Youth	YMCA Youth Center	Public Housing
Gannon U. School of Nursing	250/yr	Walk-in & Recruitment	Gannon Nursing Center	Public Housing

**(2) Family Self Sufficiency program/s**

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 10/31/99)
Public Housing	N/A	
Section 8	42	0

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

If no, list steps the PHA will take below:

- Stronger recruitment efforts
- Incentives developed with the Erie County Workforce 2001 program

### C. Welfare Benefit Reductions

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

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

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

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

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

**Resident survey conducted by Sparta**

**Consulting Corporation, November 1996.**

**\* Resident survey conducted by PennState University Behrend College, Spring 2000**

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

1. Franklin Terrace
2. Harbor Homes
3. Harbor Homes Annex
4. Lake City Dwellings
5. Bird Drive

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

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

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

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

1. Franklin Terrace
2. Harbor Homes
3. Harbor Homes Annex
4. Lake City Dwellings
5. Bird Drive
6. Pineview
7. Westbrook

**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)

**On-site adult and Juvenile Probation officers**

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

1. Franklin Terrace
2. Harbor Homes
3. Harbor Homes Annex
4. Bird Drive

**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 2001 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: J).

**14. RESERVED FOR PET POLICY (see Attachment C).**

[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? **Not Applicable**
5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

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

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHAMUST select one)

- Attached at Attachment K  
 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:

- Relocating the heat ducts from the ceiling to the floor at Harbor Homes has been added to the 2001 Annual Statement, based on RAB suggestion.
- Changes to the draft Pet Policy were made, based on suggestions from the RAB..
- Cleaning of ducts will be undertaken as a maintenance task, based on suggestion from RAB.
- Although the Plan was not changed, the PHA acknowledged general dissatisfaction on the part of the RAB to the Community Service provisions of the federal law.

Other: (list below)

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

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

**A public housing resident has been on the Board since 1995. Current resident board member was appointed by Erie Mayor Joyce Savocchio on December 30, 1997.**

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: City of Erie, PA

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)
  - Modernization of Public housing units.
  - Support services for public housing residents.

Other: (list below)

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

**D. Other Information Required by HUD**

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

## **Attachments**

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

- A. Admission Policy statement for Deconcentration
- B. Capital Fund Annual Statement
- C. Pet Policies and Procedures Summary
- D. PHA Community Service Policy Summary
- E. Progress Report on Five Year Plan Mission and Goals
- F. Resident Member of the PHA Governing Board
- G. Membership of the Resident Advisory Board
- H. PHA Management Organizational Chart
- I. FY 2001 Capital Fund Program 5 Year Action Plan
- J. Public Housing Drug Elimination (PHDEP) Plan
- K. Comments of Resident Advisory Board

# PHA Plan Table Library

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

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

Capital Fund Grant Number                      FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

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

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

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

**Annual Statement**  
**Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

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

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

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



## **Attachment A**

### **ADMISSIONS POLICY FOR DE-CONCENTRATION**

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The Housing Authority of the City of Erie faces a unique situation that can only be addressed by thinking “outside of the box.” We currently have over 200 vacancies (9%). This is the highest rate in 22 years. All of our apartments have been modernized and are ready for occupancy. The Erie affordable housing market is unique in that there is an oversupply at the present time. All of our communities are occupied, predominately, by very low-income residents. Based on the foregoing combination of unique circumstances, the Authority will be requesting permission from the U. S. Department of Housing and Urban Development to offer public housing units to families above income limits until the units are needed for eligible low-income families, as exhibited by a much lower (3%) vacancy rate and a significant increase in the public housing waiting list. This approach offers several benefits. First, the influx of working families will dilute the concentrations of poverty as called for in The Act. Second, the occupancy rates in the developments will become more stable with less turnover. Third, the vacancy rate and vacancy loss will be reduced substantially, helping to give the Authority additional financial stability.

Attachment B

# Annual Statement

Part I: Summary  
Capital Fund Program(CFP) 2001

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

HA Name <b>Housing Authority of the City of Erie</b>	FFY of Grant Approval <b>FFY 2001</b>
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**Original Annual Statement**      \_\_\_ Reserve for Disasters/Emergencies      \_\_\_ Revised Annual Statement/Revision Number \_\_\_  
 \_\_\_ Performance and Evaluation Report for the Program Year Ending \_\_\_      \_\_\_ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised(1)	Obligated	Expended
1	<b>Total Non-CFP Funds</b>	<b>0</b>			
2	<b>1406 Operations</b>	<b>0</b>			
3	<b>1408 Management Improvements</b>	<b>908,208</b>			
4	<b>1410 Administration</b>	<b>149,950</b>			
5	<b>1411 Audit</b>	<b>0</b>			
6	<b>1415 Liquidated Damages</b>	<b>0</b>			
7	<b>1430 Fees and Costs</b>	<b>100,000</b>			
8	<b>1440 Site Acquisition</b>	<b>0</b>			
9	<b>1450 Site Improvement</b>	<b>297,700</b>			
10	<b>1460 Dwelling Structures</b>	<b>2,757,700</b>			
11	<b>1465.1 Dwelling Equipment-Nonexpendable</b>	<b>0</b>			
12	<b>1470 Nondwelling Structures</b>	<b>327,800</b>			
13	<b>1475 Nondwelling Equipment</b>	<b>0</b>			
14	<b>1485 Demolition</b>	<b>0</b>			
15	<b>1490 Replacement Reserve</b>	<b>0</b>			
16	<b>1495.1 Relocation Costs</b>	<b>0</b>			
17	<b>1498 Mod Used for Development</b>	<b>0</b>			
18	<b>1502 Contingency (may not exceed 8% of line</b>	<b>0</b>			
19	<b>Amount of Annual Grant (Sum of lines 2-18)</b>	<b>4,541,358</b>			
20	<b>Amount of line 19 Related to LBP Activities</b>	<b>0</b>			
21	<b>Amount of line 19 Related to Section 504 Compliance</b>	<b>0</b>			
22	<b>Amount of line 19 Related to Security</b>	<b>0</b>			
23	<b>Amount of line 19 Related to Energy Conservation Mea</b>	<b>0</b>			

Signature of Executive Director and Date  
  
X

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

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
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**Annual Statement**  
 Part II: Supporting Table  
 Capital Fund Program (CFP) 2001

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>PA28P013001 Harbor Homes (224 units)</b>	Install outside spigots	1460	144	10,000				
	Sports field bleachers with water and electric	1450	lump sum	50,000				
	Enclose furnace area with fireproof door	1460	224	85,000				
	Raise furnace and hot water tank to floor level	1460	224	75,000				
	Replace interior water lines	1460	224	100,000				
	Reglaze bathtubs	1460	200	40,000				
	Replace kitchen lighting	1460	100	10,000				
	Replace T-111 siding	1460	40 bldgs.	150,000				
	Replace sidewalks	1450	1,000 sq. ft.	3,000				
	Replace individual gas meters	1450	224 units	56,000				
	Relocat heat ducts from ceilings to floors	1460	200 units	100,000				
<b>Subtotal of Estimated Costs</b>				<b>679,000</b>				

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**Annual Statement**  
 Part II: Supporting Table  
 Capital Fund Program (CFP) 2001

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>PA28P013002</b> <b>Lake City</b> (40 units)	Replace handrails	1460	40 units	10,000				
	Replace kitchen floors	1460	5	3,000				
	Replace sidewalks	1450	1,000 sq. ft.	3,000				
	Replace T-111 on wingwalls and dividers	1460	40 units	50,000				
	Addition to maintenance shop	1470	1	50,000				
<b>Subtotal of Estimated Costs</b>				<b>116,000</b>				

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**Annual Statement**  
 Part II: Supporting Table  
 Capital Fund Program (CFP) 2001

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>PA28P013003 Franklin Terrace (428 units)</b>	Replace closet doors	1460	30 units	36,000				
	Improve heating system - administration building	1470	lump sum	5,400				
	Addition to maintenance shop (additional)	1470	1	50,000				
	Install storm sewer connections to gutters/downspouts (elderly units)	1460	32	10,000				
	Install screen over exhaust fan vent (balance)	1460	214	7,500				
	Renovate administration building	1470	lump sum	2,700				
	Replace siding	1460	20 bldgs.	10,000				
	Replace gym ceiling	1470	1	5,000				
	Replace interior panel bedroom, closet and bathroom doors	1460	108 units	20,000				
	Install air conditioning - agency building	1470	lump sum	9,700				
<b>Subtotal of Estimated Costs</b>				<b>156,300</b>				

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**Annual Statement**

Part II: Supporting Table  
 Capital Fund Program (CFP) 2001

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>PA28P013003 Franklin Terrace</b> (428 units) (continued)	Reconfigure security fence	1450	lump sum	7,200				
	Replace ceilings	1460	10 units	10,000				
	Replace prime windows and security screens	1460	172 units	150,000				
	Replace roofs	1460	20 bldgs.	80,000				
	Replace individual gas meters	1450	428 units	38,000				
<b>Subtotal of Estimated Costs</b>				<b>285,200</b>				
Signature of Executive Director and Date			Signature of Public Housing Director/Office of Native American Programs Administrator and Date					

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**Annual Statement**  
 Part II: Supporting Table  
 Capital Fund Program (CFP) 2001

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>PA28P013004 Harbor Homes Annex (122 units)</b>	Replace basement windows and security screens (additional)	1460	117	10,000				
	Replace chain link fence with security fence around elderly buildings	1450	lump sum	25,000				
	Install stand pipes for washers	1460	122 units	25,000				
	Replace hardwood floors	1460	5 units	10,000				
	Replace individual gas meters	1450	122 units	30,500				
<b>Subtotal of Estimated Costs</b>				<b>100,500</b>				

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

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**Annual Statement**

Part II: Supporting Table  
 Capital Fund Program (CFP) 2001

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

Office of Public and Indian Housing

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>PA28P013005 Schmid Towers (200 units)</b>	Install ceramic tile floors in corridors	1460	7 floors	150,000				
	Install emergency alarm in apartments	1460	200 units	10,000				
	Replace apartment and hall doors	1460	225 doors	80,000				
	Install cement pad for picnic area	1450	200 sq. ft.	1,000				
	Improve make-up air exhaust system	1460	7 floors	7,000				
	Repair air conditioning on 1st floor - west wing	1460	lump sum	2,000				
	Update air conditioning in Central Office	1470	lump sum	5,000				
<b>Subtotal of Estimated Costs</b>				<b>255,000</b>				

Signature of Executive Director and Date

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**Annual Statement**  
 Part II: Supporting Table  
 Capital Fund Program (CFP) 2001

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>PA28P013007 Scattered Sites (78 units)</b>	Replace siding	1460	78 units	240,000				
	Replace floor tile (additional)	1460	15 units	52,500				
	Replace roofs	1460	5 bldgs.	10,000				
	Replace sidewalks	1450	2,000 sq. ft.	6,000				
	Replace basement stairs	1460	15 units	10,000				
<b>Subtotal of Estimated Costs</b>				<b>318,500</b>				

Signature of Executive Director and Date

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**Annual Statement**

Part II: Supporting Table  
 Capital Fund Program (CFP) 2001

**U.S. Department of Housing**

**and Urban Development**

Office of Public and Indian Housing

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>PA28P013008 Scattered Sites (181 units)</b>	Security fence to separate yards in cluster areas	1460	500 lin. ft.	50,000				
	Replace floors	1460	23 units	80,500				
	Replace sidewalks	1450	4,000 sq. ft.	12,000				
	Replace roofs	1460	5 units	10,000				
	Replace stoops	1460	10 units	8,000				
	Replace driveway aprons	1450	20 units	8,000				
	Replace siding	1460	181 units	180,000				
	Handicap unit conversions	1460	12 units	306,200				
<b>Subtotal of Estimated Costs</b>				<b>654,700</b>				

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**Annual Statement**  
 Part II: Supporting Table  
 Capital Fund Program (CFP) 2001

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>PA28P013009 Westbrook (50 units)</b>	Replace siding on gable ends	1460	19 bldgs.	20,000				
	Replace floors	1460	6 units	15,000				
	Picnic pavilion	1450	lump sum	10,000				
	Reglaze bathtubs	1460	50 units	15,000				
	Replace sidewalks	1450	1,000 sq. ft.	3,000				
<b>Subtotal of Estimated Costs</b>				<b>63,000</b>				

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**Annual Statement**  
 Part II: Supporting Table  
 Capital Fund Program (CFP) 2001

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>PA28P0130010 Eastbrook (50 units)</b>	Replace basement windows (additional)	1460	50 units	10,000				
	Replace stoops	1460	5 units	4,000				
	Replace tub faucets	1460	50 units	10,000				
	Replace interior wiring	1460	50 units	80,000				
	Replace sidewalks	1450	1,000 sq. ft.	3,000				
	Replace siding on gable ends	1460	8 bldgs.	25,000				
<b>Subtotal of Estimated Costs</b>				<b>132,000</b>				

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**Annual Statement**  
 Part II: Supporting Table  
 Capital Fund Program (CFP) 2001

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>PA28P0130011</b> <b>Bird Drive</b> (50 units)	Install new thresholds and weather stripping on prime doors	1460	100 doors	10,000				
<b>Subtotal of Estimated Costs</b>				<b>10,000</b>				

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**Annual Statement**  
 Part II: Supporting Table  
 Capital Fund Program (CFP) 2001

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>PA28P0130014 Pineview (71 units)</b>	Replace interior wiring	1460	71 units	100,000				
	Reinstall handrails	1460	10 units	5,000				
	Replace sidewalks	1450	1,000 sq. ft.	3,000				
	Picnic area	1450	lump sum	8,000				
<b>Subtotal of Estimated Costs</b>				<b>116,000</b>				

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**Annual Statement**  
 Part II: Supporting Table  
 Capital Fund Program (CFP) 2001

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>PA28P0130015 Friendship (200 units)</b>	Resurface parking lot and repair catch basins	1450	lump sum	25,000				
	Replace apartment doors (additional)	1460	25 units	30,000				
	Install ceramic floor tile in 1st floor corridors	1460	1 floor	40,000				
<b>Subtotal of Estimated Costs</b>				<b>95,000</b>				

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**Annual Statement**  
 Part II: Supporting Table  
 Capital Fund Program (CFP) 2001

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>PA28P0130017 Scattered Sites (32 units)</b>	Replace ramps and railings	1460	5 units	10,000				
	Replace sidewalks	1450	1,000 sq. ft.	3,000				
<b>Subtotal of Estimated Costs</b>				<b>13,000</b>				

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**Annual Statement**  
 Part II: Supporting Table  
 Capital Fund Program (CFP) 2001

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>PA28P0130018</b> <b>Scattered Sites</b> (52 units)	Emergency exit deck on 2nd floor	1460	11 units	33,000				
	Replace windows	1460	41 bldgs.	100,000				
<b>Subtotal of Estimated Costs</b>				<b>133,000</b>				

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 Part II: Supporting Table  
 Capital Fund Program (CFP) 2001

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>PA28P0130019 Ostrow Apartments (80 units)</b>	Replace heating/air conditioning units	1460	10 units	12,000				
	Replace kitchen lights including wall switch	1460	80 units	20,000				
	Install lower peep hole in doors	1460	80 units	3,000				
	Replace closet doors	1460	80 units	15,000				
	Replace stairwell lights	1460	16 lights	3,000				
	Replace sidewalk	1450	1,000 sq. ft.	3,000				
<b>Subtotal of Estimated Costs</b>				<b>56,000</b>				

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**Annual Statement**

Part II: Supporting Table  
Capital Fund Program (CFP) 2001

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>Authority-Wide</b>	<b>Management Improvements</b>							
	Step-Up Apprenticeship Program to hire and train residents for modernization work	1408	8 trainees	75,000				
	Community Oriented Police Services	1408	4 officers	300,000				
	HomePLUS Social Services at Schmid Towers & Friendship Apartments	1408	400 residents	433,208				
	Congregate meals at Schmid Towers, Friendship Apts. & Ostrow Apts.	1408	150 residents	100,000				
<b>Subtotal of Estimated Costs</b>				<b>908,208</b>				

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**Annual Statement**  
 Part II: Supporting Table  
 Capital Fund Program (CFP) 2001

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>Authority-Wide</b>	Architect and Engineering Fees	1430	5% physical work	100,000				
	Building Addition - Central Maintenance	1470	lump sum	200,000				
	<b>Administration</b>							
	Modernization Coordinator Wages & Benefits	1410	1 employee	60,640				
	Modernization Clerk Wages & Benefits	1410	1 employee	25,360				
	Social Services Coordinator Wages & Benefits	1410	1 employee	63,950				
<b>Subtotal of Estimated Costs</b>				449,950				
<b>Grand Total</b>				4,541,358				

Signature of Executive Director and Date

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# Annual Statement

Part III : Implementation Schedule  
Capital Fund Program (CFP) 2001

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

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
PA28P013001 <b>Harbor Homes</b>	9/02			9/03			
PA28P013002 <b>Lake City</b>	9/02			9/03			
PA28P013003 <b>Franklin Terrace</b>	9/02			9/03			
PA28P013004 <b>Harbor Homes Annex</b>	9/02			9/03			
PA28P013005 <b>Schmid Towers</b>	9/02			9/03			
PA28P013007 <b>Scattered Sites</b>	9/02			9/03			
PA28P013008 <b>Scattered Sites</b>	9/02			9/03			
PA28P013009 <b>Westbrook</b>	9/02			9/03			
PA28P013010 <b>Eastbrook</b>	9/02			9/03			
PA28P013011 <b>Bird Drive</b>	9/02			9/03			
PA28P013014 <b>Pineview</b>	9/02			9/03			
PA28P013015 <b>Friendship Apts.</b>	9/02			9/03			
PA28P013017 <b>Scattered Sites</b>	9/02			9/03			
PA28P013018 <b>Scattered Sites</b>	9/02			9/03			
PA28P013019 <b>Ostrow Apts.</b>	9/02			9/03			
<b>Authority Wide</b>	9/02			9/03			

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

## **Attachment C**

### **PHA PET POLICY SUMMARY**

The purpose of the PHA's pet policy and procedures is to permit pet ownership by family residents of public housing owned and managed by the Housing Authority of the City of Erie. Pet ownership is subject to compliance with reasonable requirements established by the Housing Authority. A resident of a public housing dwelling unit may own one or more common household pets provided, (1) the resident maintains each pet responsibly; (2) in accordance with applicable state and local public health, animal control, and animal anti-cruelty laws and regulations; and (3) in accordance with the policies established in the Authority's Annual Plan for the Agency.

For purposes of this policy, a common household pet is defined as a dog, cat, bird (e.g., canary or parakeet) or fish, that is traditionally kept in the home for pleasure rather than for commercial purposes. No other type of pet is permitted. Any other pet will be refused registration. Dogs cannot weigh more than 20 pounds, cats cannot weigh more than 12 pounds. No dangerous or intimidating pets (e.g., pit bull, rottweiler, or Doberman pinscher), will be permitted. If the dog or cat grows to weigh more than the allowable weight, it then must be removed from the premises. Only one four-legged, warm-blooded pet is permitted in a unit. Only one aquarium (maximum 20 gallons) is permitted in a unit. Only one birdcage is permitted in a unit. The maximum number of pets in a unit is one warm blooded animal, one bird, and the number of fish that can be accommodated in a single 20-gallon aquarium.

No less than ten (10) days before the pet is to be brought into the unit (other than fish or bird), such pet must be registered with the Authority by the Tenant delivering to the Authority the completed Pet Registration form. Registration must show type of pet, recent picture, name, age, license number, and current inoculation information, name and address of pet's veterinarian, plus a signed responsibility card showing the name of three (3) persons to call to come get the pet in the event of the Tenant's illness or death.

The pet (dog or cat) owner must pay a \$75 refundable security deposit to cover additional costs that may be incurred by the Authority for damages caused by the pet. This fee will be refunded at the end of the pet owner's tenancy, provided the presence of a pet has caused no damage to the Authority's property. If damage occurs during occupancy, the pet deposit will be used to make repairs, including fumigation, and the deposit must be replenished by the tenant within three (3) months.

The Tenant must agree to comply with the pet rules as provided in this policy, and the violation of the rules shall be grounds for removal of the pet or eviction of the Tenant, or both, in accordance with the provisions of this policy and applicable regulations.

## **Attachment D**

### **PHA COMMUNITY SERVICE POLICY SUMMARY**

The Authority will provide residents who are identified as required to participate in community service, a variety of volunteer activities and locations where community service can be performed. Residents may select their own community service activity but must receive pre-approval from the Authority. Community service activities may include, but are not limited to:

- Participation in volunteer services in local schools, daycare centers, Head Start, youth centers, hospitals, nursing homes, churches, senior organizations, social service agencies, neighborhood centers, or scouting;
- Participation in neighborhood improvement groups, such as resident councils;
- Participation in self-improvement activities, such as budget/credit counseling, English as a Second Language classes, GED classes, computer classes, or any approved self-help or educational program;
- Participation in school activities, such as teacher's aide, PTA, after school aide, activities volunteer.

The Authority will administer the community service program in conjunction with the development of cooperative relationships with other community-based entities, such as the Department of Public Welfare (DPW), local social service agencies, or other organizations which have, as their goal, the development of improved family self sufficiency.

Beginning April 1, 2001 the Authority will determine at each residents next scheduled reexamination, the status of each household member eighteen (18) years of age or older with respect to the requirement to participate in community service activities. The Authority will use a Family Community Service Monthly Time Sheet to monitor and document resident eligibility/exemption and the hours of community service. A record will be developed for each adult and community service placement selections made. Each non-exempt household member will be provided with forms to be completed by a representative of the agency providing community service or selfsufficiency activities.

In accordance with provisions in the Act, the Authority will exempt from participation in community service requirements the following groups:

- Adults who are 62 years of age or older; or
- Persons engaged in work activities as defined under Social Security, full-time or part-time for a minimum of eight hours per month.

All exemptions to the community service requirement will be verified and documented in the resident file.

## Attachment E

### PHA PROGRESS TOWARD FIVE-YEAR PLAN GOALS AND OBJECTIVES

The PHA continues to promote our mission to provide affordable housing, and to foster economic self-sufficiency among the residents we serve.

Progress on specific goals is as follows:

1. **Reduce public housing vacancies.** Since December 1, 1999, the vacancies have been reduced from 190 to 113 at December 31, 2000.
2. **Work with landlords to accept Section 8 participants.** No progress to report.
3. **Improve public housing management.** PHAS score was 77.89 in 1999. Our 2000 advisory score was 76.42.
4. **Renovate public housing units.** PHA expended \$4,762,462 in 2000 to improve the physical condition of public housing inventory.
5. **Improve occupancy and lease up.** PHA has implemented a marketing plan that has resulted in more applicants. PHA has implemented credit/budget counseling for residents who are behind on rent, thus slowing the eviction process.
6. **Increase assisted housing choices.** PHA has initiated project-based Section 8 housing program that should increase Section 8 Voucher utilization rate.
7. **Provide an improved living environment.** PHA has reduced crime by 40% since 1998.
8. **Promote self-sufficiency.** PHA has helped to increase the percentage of employed public housing residents by 11% in the one-year period ending December 31, 1999.

## **Attachment F**

### **Resident Member of the PHA Governing Body**

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The Housing Authority of the City of Erie has had a resident on the Board since 1995. In accordance with the Pennsylvania Housing Act of 1937, PL 955, the Mayor of Erie appoints members to the Housing Authority governing body, with the approval of City Council. On December 30, 1997, Mayor Joyce Savocchio did appoint Trelane Battles, a resident of public housing, to the Board of the Housing Authority. Ms. Battles continues to serve on the Board as of November 1, 2000.

## Attachment G

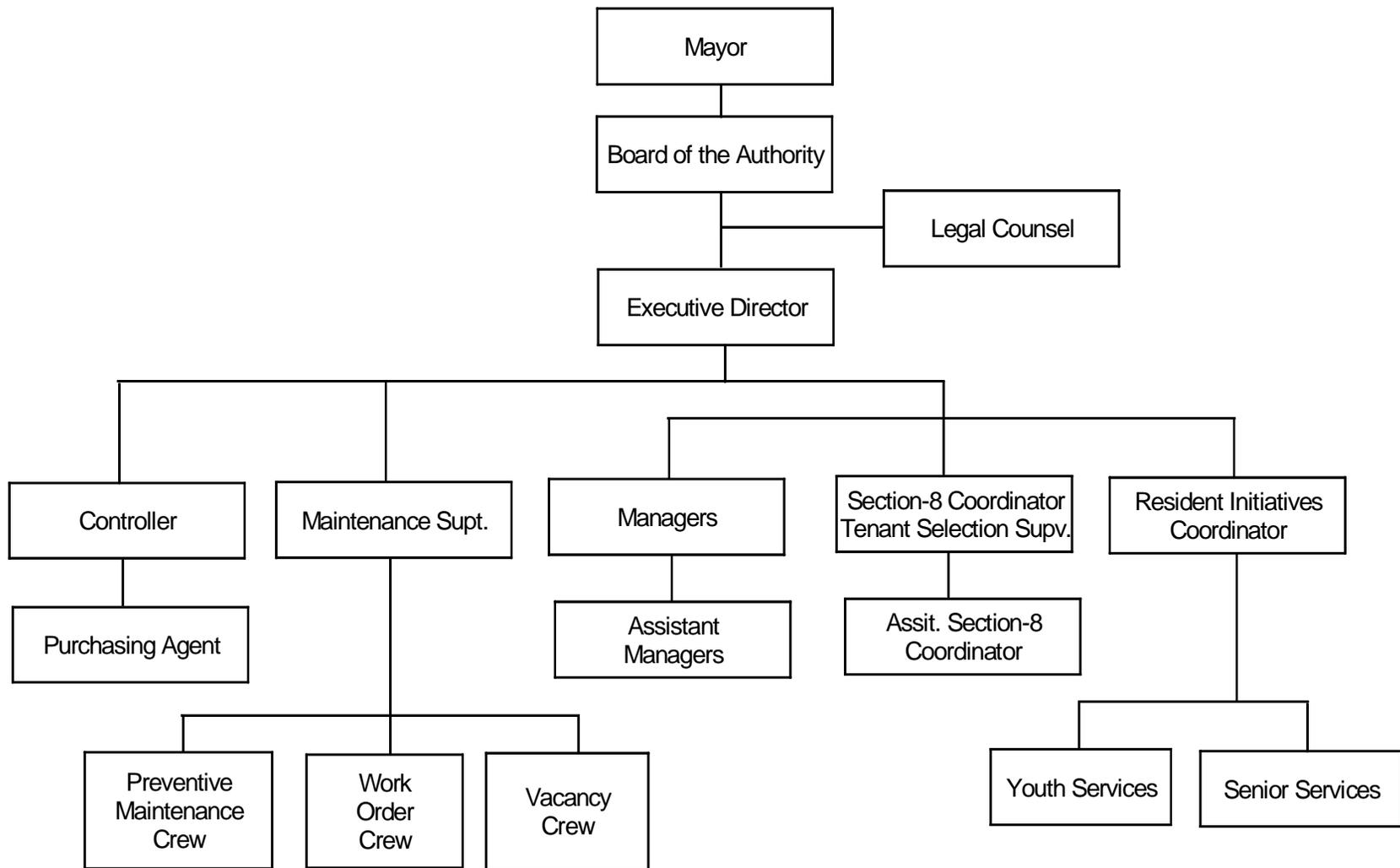
### Housing Authority of the City of Erie PUBLIC HOUSING AGENCY PLAN

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#### Resident Advisory Board

Jackie Beardsley, 2016 East 18 <sup>th</sup> St., 16510	Harbor Homes Annex	899-2551
Deborah Clinton, 1932 Bird Drive, 16510	Bird Drive	897-0143
Pennie Dade, 1103 East 24 <sup>th</sup> St., 16503	Section 8	452-6626
Bea Eggleston, 153 East 6 <sup>th</sup> St., Box 80, 16501	Schmid Towers	455-3473
Donna Ellman, 1415 East 19 <sup>th</sup> St., 16503	Eastbrook	455-6182
Bernice Favors, 2112 West Grandview, 16509	Pineview	864-5464
Richard Kendra, 2045 East 7 <sup>th</sup> St., #2, 16511	Franklin Terrace	454-4774
Georgia Knight, 136 East 17 <sup>th</sup> St., 16503	Scattered Sites	459-0209
Pat Mickel, 2135B East 10 <sup>th</sup> St., #2., 16510	Erie Tenant Council	455-5605
Joan Ponder, 1429 West 24 <sup>th</sup> St., 16502	Westbrook	874-0691
Vernita Keith, 328 East 17 <sup>th</sup> Street, #2, 16503	Lake City Dwellings	453-2189
Shirley Shoop, 4220 Davison, #203, 16504	Ostrow Apartments	825-5535
Mozella Tickner, 4512 Schaper Avenue 16509	Pineview	866-2003
Cleo Woodward, 111 East 11 <sup>th</sup> St., Box 52, 16501	Friendship Apartments	459-1162

# Housing Authority of the City of Erie Table of Organization



Attachment I

**Five-Year Action Plan**

Part I : Summary  
 Capital Fund Program (CFP) 2001

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

HA Name: <b>Housing Authority of the City of Erie</b>		Locality: (City/County & State) <b>Erie, PA</b>		<input checked="" type="checkbox"/> <b>Original</b>	___ Revision No. ___
A. Development Number/Name	Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY : 2002	Work Statement for Year 3 FFY : 2003	Work Statement for Year 4 FFY : 2004	Work Statement for Year 5 FFY : 2005
PA28P013001 - Harbor Homes	See Annual Statement	450,000	0	0	0
PA28P013002 - Lake City		0	0	0	0
PA28P013003 - Franklin Terrace		550,000	0	0	0
PA28P013004 - Harbor Homes Annex		125,000	0	0	0
PA28P013005 - Schmid Towers		0	0	0	0
PA28P013007 - Scattered Sites		250,000	0	0	0
PA28P013008 - Scattered Sites		343,800	0	0	0
PA28P013009 - Westbrook		75,000	0	0	0
PA28P013010 - Eastbrook		125,000	0	0	0
PA28P013011 - Bird Drive		75,000	0	0	0
PA28P013014 - Pineview		100,000	0	0	0
PA28P013015 - Friendship Apts.		0	0	0	0
PA28P013017 - Scattered Sites		45,064	0	0	0
PA28P013018 - Scattered Sites		125,000	0	0	0
PA28P013019 - Ostrow Apts.	100,000	0	0	0	
<b>B. Physical Improvements Subtotal</b>		<b>2,363,864</b>	<b>0</b>	<b>0</b>	<b>0</b>
C. Management Improvements		860,000	860,000	860,000	860,000
D. HA-Wide Nondwelling Structures and Equipment		0	0	0	0
E. Administration		157,460	165,330	173,610	182,290
F. Other - Architect & Engineering		50,000	0	0	0
G. Operations		0	0	0	0
H. Demolition		0	0	0	0
I. Replacement Reserve		1,110,034	3,516,028	3,507,748	3,499,068
J. Mod Used for Development		0	0	0	0
<b>K. Total CFP Funds</b>		<b>4,541,358</b>	<b>4,541,358</b>	<b>4,541,358</b>	<b>4,541,358</b>
L. Total Non-CFP Funds		0	0	0	0
<b>M. Grand Total</b>		<b>4,541,358</b>	<b>4,541,358</b>	<b>4,541,358</b>	<b>4,541,358</b>
Signature of Executive Director:		Signature of Public Housing Director/Office of Native American Programs Administrator:		Date:	
<b>X</b>		<b>X</b>			

**Five-Year Action Plan**

Part II : Supporting Pages - Physical Needs Work Statements  
 Capital Fund Program (CFP) 2001

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

Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013001 (224 units) <b>HARBOR HOMES</b>			PA28P013001 (224 units) <b>HARBOR HOMES</b>		
	Handicap unit conversions	10 units	250,000			
	Site acquisition	20 sites	200,000			
	Subtotal of Estimated Cost		450,000	Subtotal of Estimated Cost		0

**Five-Year Action Plan**

Part II : Supporting Pages - Physical Needs Work Statements  
 Capital Fund Program (CFP) 2001

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

Work Statement for Year 1 FFY: 2001	Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005			
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	
See Annual	PA28P013001 (224 units) <b>HARBOR HOMES</b>			PA28P013001 (224 units) <b>HARBOR HOMES</b>			
	Subtotal of Estimated Cost			0	Subtotal of Estimated Cost		

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

Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013002 (40 units) <b>LAKE CITY</b>			PA28P013002 (40 units) <b>LAKE CITY</b>		
	Subtotal of Estimated Cost			0	Subtotal of Estimated Cost	
			0			

**Five-Year Action Plan**

Part II : Supporting Pages - Physical Needs Work Statements  
 Capital Fund Program (CFP) 2001

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

Work Statement for Year 1 FFY: 2001	Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005			
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	
See Annual Statement	PA28P013002 (40 units) <b>LAKE CITY</b>			PA28P013002 (40 units) <b>LAKE CITY</b>			
	Subtotal of Estimated Cost			0	Subtotal of Estimated Cost		

**Five-Year Action Plan**

Part II : Supporting Pages - Physical Needs Work Statements  
 Capital Fund Program (CFP) 2001

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

Office of Public and Indian Housing

Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013003 (428 units) <b>FRANKLIN TERRACE</b>			PA28P013003 (428 units) <b>FRANKLIN TERRACE</b>		
	Handicap unit conversions	20 units	500,000			
	Site acquisition	5 sites	50,000			
	Subtotal of Estimated Cost		550,000	Subtotal of Estimated Cost		0

**Five-Year Action Plan**

Part II : Supporting Pages - Physical Needs Work Statements  
 Capital Fund Program (CFP) 2001

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

Work Statement for Year 1 FFY: 2001	Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005			
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	
See Annual Statement	PA28P013003 (428 units) <b>FRANKLIN TERRACE</b>			PA28P013003 (428 units) <b>FRANKLIN TERRACE</b>			
	Subtotal of Estimated Cost			0	Subtotal of Estimated Cost		

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Part II : Supporting Pages - Physical Needs Work Statements  
 Capital Fund Program (CFP) 2001

U.S. Department of Housing  
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Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013004 (122 units) <b>HARBOR HOMES ANNEX</b>  Handicap unit conversions	5 units	125,000	PA28P013004 (122 units) <b>HARBOR HOMES ANNEX</b>		
	Subtotal of Estimated Cost		125,000	Subtotal of Estimated Cost		0

**Five-Year Action Plan**

Part II : Supporting Pages - Physical Needs Work Statements  
 Capital Fund Program (CFP) 2001

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

Work Statement for Year 1 FFY: 2001	Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005			
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	
See Annual Statement	PA28P013004 (122 units) <b>HARBOR HOMES ANNEX</b>			PA28P013004 (122 units) <b>HARBOR HOMES ANNEX</b>			
	Subtotal of Estimated Cost			0	Subtotal of Estimated Cost		

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Part II : Supporting Pages - Physical Needs Work Statements  
 Capital Fund Program (CFP) 2001

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

Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013005 (200 units) <b>SCHMID TOWERS</b>			PA28P013005 (200 units) <b>SCHMID TOWERS</b>		
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0

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U.S. Department of Housing  
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Work Statement for Year 1 FFY: 2001	Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013005 (200 units) <b>SCHMID TOWERS</b>			PA28P013005 (200 units) <b>SCHMID TOWERS</b>		
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0

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 Capital Fund Program (CFP) 2001

**U.S. Department of Housing  
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Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013007 (78 units) <b><u>SCATTERED SITES</u></b>			PA28P013007 (78 units) <b><u>SCATTERED SITES</u></b>		
	Handicap unit conversions	10 units	250,000			
	Subtotal of Estimated Cost		250,000	Subtotal of Estimated Cost		0

**Five-Year Action Plan**

Part II : Supporting Pages - Physical Needs Work Statements  
 Capital Fund Program (CFP) 2001

**U.S. Department of Housing  
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Work Statement for Year 1 FFY: 2001	Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005			
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	
See Annual Statement	PA28P013007 (78 units) <b><u>SCATTERED SITES</u></b>			PA28P013007 (78 units) <b><u>SCATTERED SITES</u></b>			
	Subtotal of Estimated Cost			0	Subtotal of Estimated Cost		

**Five-Year Action Plan**

Part II : Supporting Pages - Physical Needs Work Statements  
 Capital Fund Program (CFP) 2001

U.S. Department of Housing  
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Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013008 (181 units) <b>SCATTERED SITES</b>			PA28P013008 (181 units) <b>SCATTERED SITES</b>		
	Handicap unit conversions (balance)	12 units	293,800			
	Site acquisition	5 sites	50,000			
	Subtotal of Estimated Cost		343,800	Subtotal of Estimated Cost		0

**Five-Year Action Plan**

Part II : Supporting Pages - Physical Needs Work Statements  
 Capital Fund Program (CFP) 2001

U.S. Department of Housing  
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Work Statement for Year 1 FFY: 2001	Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005			
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	
See Annual Statement	PA28P013008 (181 units) <b>SCATTERED SITES</b>			PA28P013008 (181 units) <b>SCATTERED SITES</b>			
	Subtotal of Estimated Cost			0	Subtotal of Estimated Cost		

**Five-Year Action Plan**

Part II : Supporting Pages - Physical Needs Work Statements  
 Capital Fund Program (CFP) 2001

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

Office of Public and Indian Housing

Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013009 (50 units) <b>WESTBROOK</b>  Handicap unit conversions	3 units	75,000	PA28P013009 (50 units) <b>WESTBROOK</b>		
	Subtotal of Estimated Cost		75,000	Subtotal of Estimated Cost		0

**Five-Year Action Plan**

Part II : Supporting Pages - Physical Needs Work Statements  
 Capital Fund Program (CFP) 2001

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

Work Statement for Year 1 FFY: 2001	Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005			
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	
	See Annual Statement	PA28P013009 (50 units) <b>WESTBROOK</b>			PA28P013009 (50 units) <b>WESTBROOK</b>		
Subtotal of Estimated Cost			0	Subtotal of Estimated Cost			0

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U.S. Department of Housing  
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Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013010 (50 units) <b>EASTBROOK</b>			PA28P013010 (50 units) <b>EASTBROOK</b>		
	Handicap unit conversion-partial	3 unit	75,000			
	Site acquisition	5 sites	50,000			
	Subtotal of Estimated Cost		125,000	Subtotal of Estimated Cost		0

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 Capital Fund Program (CFP) 2001

U.S. Department of Housing  
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Work Statement for Year 1 FFY: 2001	Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013010 (50 units) <b>EASTBROOK</b>			PA28P013010 (50 units) <b>EASTBROOK</b>		
	Subtotal of Estimated Cost			0	Subtotal of Estimated Cost	
			0			

**Five-Year Action Plan**

Part II : Supporting Pages - Physical Needs Work Statements  
 Capital Fund Program (CFP) 2001

**U.S. Department of Housing  
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Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013011 (50 units) <b>BIRD DRIVE</b>			PA28P013011 (50 units) <b>BIRD DRIVE</b>		
	Handicap unit conversion-partial	4 units	75,000			
	Subtotal of Estimated Cost		75,000	Subtotal of Estimated Cost		0

**Five-Year Action Plan**

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 Capital Fund Program (CFP) 2001

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

Work Statement for Year 1 FFY: 2001	Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005			
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	
See Annual Statement	PA28P013011 (50 units) <b>BIRD DRIVE</b>			PA28P013011 (50 units) <b>BIRD DRIVE</b>			
	Subtotal of Estimated Cost			0	Subtotal of Estimated Cost		

**Five-Year Action Plan**

Part II : Supporting Pages - Physical Needs Work Statements  
 Capital Fund Program (CFP) 2001

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

Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013014 (71 units) <b>PINEVIEW</b>  Handicap unit conversions	4 units	100,000	PA28P013014 (71 units) <b>PINEVIEW</b>		
	Subtotal of Estimated Cost		100,000	Subtotal of Estimated Cost		0

**Five-Year Action Plan**

Part II : Supporting Pages - Physical Needs Work Statements  
 Capital Fund Program (CFP) 2001

U.S. Department of Housing  
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Work Statement for Year 1 FFY: 2001	Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005			
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	
See Annual Statement	PA28P013014 (71 units) <b>PINEVIEW</b>			PA28P013014 (71 units) <b>PINEVIEW</b>			
	Subtotal of Estimated Cost			0	Subtotal of Estimated Cost		

**Five-Year Action Plan**

Part II : Supporting Pages - Physical Needs Work Statements  
 Capital Fund Program (CFP) 2001

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

Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003			
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	
See Annual Statement	PA28P013015 (200 units) <b><u>FRIENDSHIP APTS.</u></b>			PA28P013015 (200 units) <b><u>FRIENDSHIP APTS.</u></b>			
	Subtotal of Estimated Cost			0	Subtotal of Estimated Cost		

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Work Statement for Year 1 FFY: 2001	Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005			
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	
See Annual Statement	PA28P013015 (200 units) <b><u>FRIENDSHIP APTS.</u></b>			PA28P013015 (200 units) <b><u>FRIENDSHIP APTS.</u></b>			
	Subtotal of Estimated Cost			0	Subtotal of Estimated Cost		

**Five-Year Action Plan**

Part II : Supporting Pages - Physical Needs Work Statements  
 Capital Fund Program (CFP) 2001

**U.S. Department of Housing  
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Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013017 (32 units) <b>SCATTERED SITES</b>			PA28P013017 (32 units) <b>SCATTERED SITES</b>		
	Handicap unit conversions	2 units	45,064			
	Subtotal of Estimated Cost		45,064	Subtotal of Estimated Cost		0

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

Work Statement for Year 1 FFY: 2001	Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005			
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	
See Annual Statement	PA28P013017 (32 units) <b><u>SCATTERED SITES</u></b>			PA28P013017 (32 units) <b><u>SCATTERED SITES</u></b>			
	Subtotal of Estimated Cost			0	Subtotal of Estimated Cost		

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 Capital Fund Program (CFP) 2001

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Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013018 (52 units) <b>SCATTERED SITES</b>			PA28P013018 (52 units) <b>SCATTERED SITES</b>		
	Handicap unit conversions	5 units	125,000			
	Subtotal of Estimated Cost		125,000	Subtotal of Estimated Cost		0

**Five-Year Action Plan**

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 Capital Fund Program (CFP) 2001

U.S. Department of Housing  
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Work Statement for Year 1 FFY: 2001	Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005			
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	
See Annual Statement	PA28P013018 (52 units) <b><u>SCATTERED SITES</u></b>			PA28P013018 (52 units) <b><u>SCATTERED SITES</u></b>			
	Subtotal of Estimated Cost			0	Subtotal of Estimated Cost		

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Part II : Supporting Pages - Physical Needs Work Statements  
 Capital Fund Program (CFP) 2001

U.S. Department of Housing  
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Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013019 (80 units) <b><u>OSTROW APARTMENTS</u></b>  Replace windows	All	100,000	PA28P013019 (80 units) <b><u>OSTROW APARTMENTS</u></b>		
	Subtotal of Estimated Cost		100,000	Subtotal of Estimated Cost		0

**Five-Year Action Plan**

Part II : Supporting Pages - Physical Needs Work Statements  
 Capital Fund Program (CFP) 2001

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

Work Statement for Year 1 FFY: 2001	Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013019 (80 units) <b><u>OSTROW APARTMENTS</u></b>			PA28P013019 (80 units) <b><u>OSTROW APARTMENTS</u></b>		
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0

# Five-Year Action Plan

Part II : Supporting Pages - Management Needs Work Statement  
 Capital Fund Program (CFP) 2001

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

Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003			
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	
See Annual Statement	<b><u>HOUSING AUTHORITY - WIDE</u></b>			<b><u>HOUSING AUTHORITY - WIDE</u></b>			
	Architect and Engineering Fees	2% physical work	50,000				
	<b><u>Administration</u></b>			<b><u>Administration</u></b>			
	Modernization Coordinator Wages and Benefits	1 employee	63,680	Modernization Coordinator Wages and Benefits	1 employee	66,870	
	Modernization Clerk Wages and Benefits	1 employee	26,630	Modernization Clerk Wages and Benefits	1 employee	27,960	
	Social Services Coordinator Wages and Benefits	1 employee	67,150	Social Services Coordinator Wages and Benefits	1 employee	70,500	
	<b><u>Management Improvements</u></b>			<b><u>Management Improvements</u></b>			
	Step-Up Apprenticeship Program	8 trainees	80,000	Step-Up Apprenticeship Program	8 trainees	80,000	
	Community Oriented Police Services	4 officers	300,000	Community Oriented Police Services	4 officers	300,000	
	HomePLUS Social Services at Schmid Towers & Friendship Apts.	400 residents	380,000	HomePLUS Social Services at Schmid Towers & Friendship Apts.	400 residents	380,000	
	Congregate meals at Schmid Towers Friendship & Ostrow Apts.	150 residents	100,000	Congregate meals at Schmid Towers Friendship & Ostrow Apts.	150 residents	100,000	
	<b>Replacement Reserve</b>		1,110,034	<b>Replacement Reserve</b>		3,516,028	
	Subtotal of Estimated Cost			4,541,358	Subtotal of Estimated Cost		4,541,358

# Five-Year Action Plan

Part II : Supporting Pages - Management Needs Work Statement  
Capital Fund Program (CFP) 2001

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

Work Statement for Year 1 FFY: 2001	Work Statement for Year 4 FFY: 2004			Work Statement for Year 5 FFY: 2005		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	<b><u>HOUSING AUTHORITY - WIDE</u></b>			<b><u>HOUSING AUTHORITY - WIDE</u></b>		
	<b><u>Administration</u></b>			<b><u>Administration</u></b>		
	Modernization Coordinator Wages and Benefits	1 employee	70,220	Modernization Coordinator Wages and Benefits	1 employee	73,730
	Modernization Clerk Wages and Benefits	1 employee	29,360	Modernization Clerk Wages and Benefits	1 employee	30,830
	Social Services Coordinator Wages and Benefits	1 employee	74,030	Social Services Coordinator Wages and Benefits	1 employee	77,730
	<b><u>Management Improvements</u></b>			<b><u>Management Improvements</u></b>		
	Step-Up Apprenticeship Program	8 trainees	80,000	Step-Up Apprenticeship Program	8 trainees	80,000
	Community Oriented Police Services	4 officers	300,000	Community Oriented Police Services	4 officers	300,000
	HomePLUS Social Services at Schmid Towers & Friendship Apts.	400 residents	380,000	HomePLUS Social Services at Schmid Towers & Friendship Apts.	400 residents	380,000
	Congregate meals at Schmid Towers Friendship & Ostrow Apts.	150 residents	100,000	Congregate meals at Schmid Towers Friendship & Ostrow Apts.	150 residents	100,000
	<b>Replacement Reserve</b>		3,507,748	<b>Replacement Reserve</b>		3,499,068
	Subtotal of Estimated Cost			4,541,358	Subtotal of Estimated Cost	

# Attachment J

## 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 \$425,896**

**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 Housing Authority of the City of Erie's plan to deal with the problems of drugs and drugrelated crime addresses the following: poverty, economic and educational opportunity, at-risk youth being exposed to negative influences, drug involvement and awareness, enforcement of the One Strike and You're Out policy; and a collaborative strategic effort of local law enforcement agencies which include the Erie Police Department, the Federal Bureau of Investigation, the District Attorney's office, the Probation and Parole offices and the Pennsylvania Attorney General's office.

Expected outcomes include: 10% reduction in criminal activity at targeted sites; 10% increase in the public housing residents with employment as a source of income; 5% increase in the non-residents with criminal records who will be banned from public housing property; 20% increase in the participation of youth, age 13-17, in positive activities provided at targeted sites; 10% increase in the resident participation in available domestic abuse and drug counseling programs offered on-site; the organization of boy and girl scout troops in five public housing neighborhoods; and the reduction in the number of individuals who are on probation entering public housing neighborhoods.

### **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>
Franklin Terrace	428	909
Harbor Homes/Harbor Homes Annex/Eastbrook	396	1,078
Bird Drive	50	167
Pineview	71	257

Lake City/Scattered Sites	383	1357
Westbrook	50	207

### 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**   X        **18 Months** \_\_\_\_\_      **24 Months** \_\_\_\_\_      **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.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	464,500	PA28DEP0130195	-0-		
FY 1996	464,500	PA28DEP0130196	-0-		
FY 1997	483,080	PA28DEP0130197	-0-		
FY 1998	483,080	PA28DEP0130198	-0-		
FY 1999	408,649	PA28DEP0130199	\$167,000		7/31/01
FY 2000	425,896	PA28DEP0130100	\$425,896		3/31/02

## Section 2: PHDEP Plan Goals and Budget

### A. PHDEP Plan Summary

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

The Housing Authority of the City of Erie has developed long-term working relationships over the last ten years that have had a significant positive impact on the quality of life in public housing neighborhoods. These partners include the City of Erie and the Erie Police Department; the Erie County Court of Common Pleas and the Adult and Juvenile Probation Departments; the Erie County District Attorney’s office; the local Federal Bureau of Investigation office; the Pennsylvania Attorney General’s office; and local agencies that provide education, job training, child care, victim witness services, health services, domestic abuse counseling and drug counseling; and organizations that provide recreational services to our residents.

Many of these services will be continued with PHDEP funds. In addition other funds totaling \$1,518,645 will also be used to address illegal drugs and drug-related crime in public housing. We expect that drug-related crime will continue its decline in our communities during the period covered by these funded initiatives. Through our prevention programs, we expect more residents to move towards economic self-sufficiency, so that they no longer depend on income from drugs.

We will monitor the progress of funded strategies through written monthly reports, which identify the services provided and the specific outcome expected. A comprehensive evaluation of the PHDEP was conducted by Penn State University the Behrend College in the Spring of 2000. Another evaluation will be scheduled for 2001.

### B. PHDEP Budget Summary

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

FY 2001 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	\$138,667
9120 - Security Personnel	-0-

9130 - Employment of Investigators	-0-
9140 - Voluntary Tenant Patrol	-0-
9150 - Physical Improvements	-0-
9160 - Drug Prevention	\$233,896
9170 - Drug Intervention	\$53,333
9180 - Drug Treatment	-0-
9190 - Other Program Costs	-0-
<b>TOTAL PHDEP FUNDING</b>	<b>\$425,896</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: \$ \$138,667</b>		
Goal(s)	Improve Livability of Public Housing						
Objectives	Reduce Crime by 10% from 2000						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Community Oriented Policing			02/01/02	12/31/02	\$91,667	\$300,000	Provide (2) officers, (7) seven days a week for 2 <sup>nd</sup> and 3 <sup>rd</sup> shift coverage in the Franklin Terrace, Harbor Homes, Bird Drive, Harbor Homes Annex, Eastbrook and Lake City developments.
2. Community Oriented Probation Officers			04/01/02	11/30/02	\$47,000	\$18,870	All youth in public housing on probation will be assigned to Authority funded probation officer of which, Seventy-five (75) percent will participate in social service activities sponsored by the HACE. The HACE will see a reduction of reported criminal activity in the targeted areas of ten (10) percent.

<b>9150 - Physical Improvements</b>	<b>Total PHDEP Funding: \$0-</b>
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Goal(s)	Improve Livability of Public Housing						
Objectives	Implement/Continue CPTED recommendations from SPARTA Consulting, Inc.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Physical Improvements to implement Crime Prevention Through Environmental Design			04/01/02	3/31/03	-0-	HACE \$43,000	The HACE will monitor the Security fencing that has been installed and make changes to improve its effectiveness. Other physical improvements will include removal of graffiti, securing crawl space and attic access panels, changing streets to one-way, adding additional security lighting, lawn tree and shrub trimming, add improved signage that addresses loitering, parking regulations, drug free zones etc. and reconfigure streets to limit access. (one-way in, one-way out)
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$233,896		
Goal(s)	Enhance Self-Sufficiency of Public Housing Residents.						
Objectives	Increase Tenant Participation in Available Services/Activities						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Franklin Terrace Kids Club	60 Youth per day	Youth ages 6 to 18 living in 428 public housing units located in the Franklin Terrace area.	04/01/02	11/30/02	\$48,667	\$15,146 YMCA In-kind	Provide alternative recreational and educational activities to an average of 50 public housing youth daily and develop programs with community partners that provide additional services to youth. Participants should see improvement of school attendance, improved grades, increased participation in community activities such as Boy/Girl Scouts and a reduction of

							reported juvenile problems in the neighborhood.
2. Pineview/Erie Heights/Westbrook Kids Club	40 Youth per day	Youth ages 6 to 18 living in 121 public housing and 210 state assisted units in the Pineview/Erie Heights & Westbrook area.	04/01/02	11/30/02	\$35,333	\$10,546 YMCA In-kind HACE \$26,700	Provide alternative recreational and educational activities to an average of 50 public housing youth daily and developed programs with community partners that provide additional services to youth. Participants should see improvement of school attendance, improved grades, increased participation in community activities such as Boy/Girl Scouts and a reduction of reported juvenile problems in the neighborhood.
3. Career Exploration & Mentoring	10 youth in college and 15 High School Students	Public Housing residents in high school or college.	06/01/02	08/31/02	-0-	\$41,984	Provide summertime employment for 10 students currently attending or enrolled in college plus 15 high school students. Assist participants making life long decisions that will improve their chances for living drug free and becoming self-sufficient.
4. Community Organization		Public housing leaseholders at all sites	04/01/02	11/30/02	-0-	-0-	Involve residents in day to day efforts to eliminate drug activities in their neighborhoods. Work with Residents Advisory Board to develop Agency Plan, including Drug Elimination Programming and increase involvement in resident/tenant councils and community activities.
5. Neighborhood Centers	60 Youth per day at the JFK Center and 45 Youth per day at the BTW	Primarily serves public housing youth ages 6 to 18 living in Lake City, Harbor Homes, Bird Drive, Harbor Homes Annex and Eastbrook Housing	04/01/02	11/30/02	\$30,667	BTWC In-kind \$9,815 JFK In-kind 119,471 HACE 169,333	Provide expanded hours for structured education, recreation and swimming activities for 105 public housing youth daily at two multi-purpose youth centers. Participants should see improvement in school attendance, grades and participation in community activities

	Center	Developments.					such as Girl/Boy Scouts plus the targeted neighborhoods should see a reduction of problems involving youth.
6. Headstart	70 pre school children at 3 sites	Primarily serves public housing youth ages 3 and 4 living in Lake City, Franklin Terrace and Harbor Homes.	04/01/02	11/30/02	-0-	-0-	Provides space for 70 children at 3 sites located in public housing. Participants should see long term educational and family dynamic advantages.
7. Scholarships & Incentives	30 school-age youth	Available to any elementary school-age child living in public housing. Available to any public housing youth enrolled in or currently attending college.	04/01/02	11/30/02	-0-	HACE \$1,500 Ellen Curry Foundation \$35,483 Erie Diocese \$10,010	Provide private faith based scholarship opportunities to 30 elementary school-age children living in public housing plus one college scholarship awarded annually to public housing residents. Additional educational incentives will be awarded to school age students based on grades and attendance.
8. Youth Sports & Scouting	125 Residents per year	All youth ages 6 to 18 living in public housing	04/01/02	11/30/02	-0-	HACE \$13,000	Sponsor Boy/Girl Scout Troops, Organized Football/Baseball/Soccer Teams and develop partnerships with organizations that sponsor unique activities for youth such as boating, educational mentoring, fire safety and leadership training.
9. Step-Up Pre-Apprenticeship	7-10 Adults 18-above	Any legal resident 18-above residing in public housing	04/01/02	11/30/02	-0-	HACE \$74,850	Train 6-10 residents in maintenance and modernization of public housing units. Provide educational and employment opportunities to public housing residents.
10. Adult Education & Training	200 Residents per year.	All residents of public housing but primarily those living in Harbor Homes, Franklin Terrace, Bird Drive, Scattered Sites, Harbor Homes	04/01/02	11/30/02	\$119,229	United Way of Erie CO. & North West Tri-County Intermediate Unit \$235,588	Provide education, job training and employment opportunities to a minimum of 200 public housing residents yearly.

		Annex and Eastbrook					
11. Teen Pregnancy Prevention		Teens living in public housing	04/01/02	11/30/02	-0-	-0-	Support groups for teens offered through teen peer mentoring programs.
12. Franklin Terrace Daycare	25 children 6 weeks to 5 years of age	Any working public housing resident but primarily those in Franklin Terrace.	04/01/02	11/30/02	-0-	\$85,333	Provide full day on-site childcare for 25 children ages 6 weeks to 5 years.
13. Health related services		Any resident of public housing but primarily those in Franklin Terrace	04/01/02	11/30/02	-0-	\$84,217 from Helen Fuld Trust Fund & \$78,437 Matching Funds from Gannon University	Partner with the Gannon University/Villa School of Nursing to provide medical support services to public housing residents. These will include the development of health care plans, immunizations, health screenings, educational programs and preventative health and fitness programs.
14. Coordinated social service activities (Inter-Agency Team)		Any resident of public housing	04/01/02	11/30/02	-0-	-0-	Develop team of social service providers to coordinate delivery of services to residents.

<b>9170 - Drug Intervention</b>					<b>Total PHDEP Funding: \$53,333</b>		
Goal(s)	Enhance Self Sufficiency of Public Housing Residents						
Objectives	Increase Resident Participation in Self Sufficiency Services						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Domestic Abuse Coordinator	25 residents per month	All public housing residents. Offices are located in Franklin Terrace, Erie Heights & Harbor Homes	04/01/02	11/30/02	\$23,333	\$36,035	Provide referral counseling, legal, educational and shelter services to up to 300 residents of public housing who are impacted by domestic abuse.
2. Substance Abuse Outreach	200 residents per year	All residents of public housing. Offices are located in Harbor Homes, Franklin Terrace and Erie Heights/Pineview	04/01/02	11/30/02	\$30,000	\$51,405	Provide case management services for up to 100 residents, with 30 receiving on-going services. Outreach, referral, prevention, educational and group services will be provided

							utilizing the services provided by the local Community Action Agency.
3. Addicts/Narcotics Anonymous		All residents of public housing.	04/01/02		-0-	-0-	Provide on-site meeting space (Harbor Homes) and support for NA meetings that provide easy access to public housing residents.
4. Victim Witness Services	100 residents per year	All residents of Public Housing	04/01/02	11/30/02	-0-	Victim Witness Services \$22,880 HACE \$22,880	Provide on-site case management services to victims of crime including court accompaniment, victim rights information, reimbursement and crime prevention programming.

9190 - Other Program Costs					Total PHDEP Funds: \$		
					-0-		
Goal(s)	Improve Livability of Public Housing						
Objectives	Reduce Crime by 10% from 2000						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Management Improvements			08/01/02	05/31/03	-0-	HACE \$12,162	Yearly outside evaluation of the services provided through the Drug Elimination Program.
2. Trespass and Banning Policy			07/01/01	06/30/02	-0-	-0-	Work with the Police, Probation, Managers and District Attorney's Office to identify individuals who should be placed on Trespass and Banning or Evicted because of illegal activities.
3. C.O.P.P.S. Meeting			04/01/02	11/30/02	-0-	-0-	Meet monthly with assigned Police Officers, Shift Commanders, Probation, Managers and the District Attorney's Office to review activities of the prior month and discuss strategies for the next month.

**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.

<b>Budget Line Item #</b>	<b>25% Expenditure of Total Grant Funds By Activity #</b>	<b>Total PHDEP Funding Expended (sum of the activities)</b>	<b>50% Obligation of Total Grant Funds by Activity #</b>	<b>Total PHDEP Funding Obligated (sum of the activities)</b>
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	Activities 1&2	\$66,752	Activities 1&2	\$126,917
9120				
9130				
9140				
9150				
9160	Activities 1-10	\$55,427	Activities 1-10	\$216,649
9170	Activities 1&2	\$13,334	Activities 1&2	\$46,666
9180				
9190				
<b>TOTAL</b>		\$135,513		\$290,232

#### **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 K**

### **Comments of Resident Advisory Board**

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1. Specific details of the Pet Policy were objected to by the Resident Advisory Board (RAB). Several of the alternatives suggested by the RAB were included in the final version of the Pet Policy.
2. The RAB objected to and registered dissatisfaction with the community service requirement. No specific recommendations were made to the Community Service Policy.
3. Recommendations were made on the use of capital funds. Where appropriate, these recommendations were included in the Agency Plan.