

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 2002 - 2006

Annual Plan for Fiscal Year 2002

*Westmoreland County Housing Authority  
Greensburg, PA*

*MICHAEL WASHOWICH  
EXECUTIVE DIRECTOR*

**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:** *Westmoreland County Housing Authority*

**PHA Number:** *PA-18*

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

### Public Access to Information

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

Main administrative office of the PHA  
*Westmoreland County Housing Authority  
RD #6, PO Box 223  
South Greengate Road  
Greensburg, PA 15601 - 9308  
Telephone: 724-832-7248*

PHA development management offices  
 PHA local offices

### Display Locations For PHA Plans and Supporting Documents

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

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

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

Main business office of the PHA

- PHA development management offices
- Other (list below)

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2002 - 2006**

[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 Westmoreland County Housing Authority is committed to providing, preserving, managing and maintaining quality, affordable housing. We strive to make the best use of all available resources so that our residents may live in an environment that is clean, well maintained and attractive. Our goal is to manage our public housing units in a manner that is consistent with good, financially sound property management practices. By taking advantage of available community and government resources, we intend to provide our residents with as many opportunities for economic self-sufficiency as we can identify. We endeavor to instill pride, and a desire for an enhanced quality of life for our residents and their families. We are committed to serving our residents and this entire County in a manner that demonstrates professionalism, courtesy, respect and caring.*

**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:  
*The PHA will examine the need for additional vouchers in 2002.*

Reduce public housing vacancies  
*The PHA will continue to exert maximum effort to reduce vacancies over the five- year period.*

Leverage private or other public funds to create additional housing opportunities:  
*The PHA did advertise for 70 units of moderate rehabilitation or project based assistance this past year. Based on the success of this program the Authority will consider advertising for additional units.*

Acquire or build units or developments  
 Other (list below)

PHA Goal: Improve the quality of assisted housing

Objectives:

Improve public housing management: (PHAS score)  
*Evaluate and implement management strategies designed to improve PHAS score.*

Improve voucher management: (SEMAP score)

Increase customer satisfaction:  
*The PHA will continue to emphasize timely response to maintenance requests.*

Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)

Renovate or modernize public housing units:  
*As per the 5-Year Capital Fund Program discussed in Component No. 7.*

Demolish or dispose of obsolete public housing:

Provide replacement public housing:

Provide replacement vouchers:

Other: (list below)

*During the Five Year Plan period the PHA will examine all elderly high-rises and identify those buildings and units where conversion from efficiency to one bedroom units can most economically be undertaken. Necessary applications will be submitted to HUD*

PHA Goal: Increase assisted housing choices

Objectives:

Provide voucher mobility counseling:

*At time of tenant application for assistance.*

- Conduct outreach efforts to potential voucher landlords.  
*The PHA will hold periodic meetings with potential landlords.*
- Increase voucher payment standards.  
*The PHA will reevaluate voucher payment standards in 2002.*
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:  
*Continue current HUD approved 23 site- based waiting lists.*
- Convert public housing to vouchers:
- Other: (list below)

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

- PHA Goal: Provide an improved living environment  
Objectives:
  - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: *The PHA will implement HUD's Deconcentration Policy requirements.*
  - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:  
*See above comment.*
  - Implement public housing security improvements:  
*See attached PHDEP application.*
  - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)  
*The PHA will consider the feasibility and desirability of designation of certain elderly buildings to "Elderly Only" in 2002*
  - Other: (list below)

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:  
*The Authority promotes self-sufficiency through the Family Self-Sufficiency (FSS) Program and the PHDEP Success in Life (SIL) program. The FSS Coordinator develops training and employment goals with Sec. 8 and Public Housing tenants. The FSS Coordinator provides job search assistance or connects the tenant with an agency that provides job search activities for public housing tenants. The goal of both programs is to increase the number of employed tenants. The Authority plans to increase the number of employed tenants by continuing to offer FSS and SIL programs to tenants..*
  
- Provide or attract supportive services to improve assistance recipients' employability:  
*Pursue cooperative agreement with TANF Agency targeted toward providing supportive services to needy tenants. The Authority expects to reach an agreement with the TANF Agency in 2002.*
  
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
  - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:  
*See the Westmoreland County Housing Authority Fair Housing Policy below.*
  
  - 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:  
*See the Westmoreland County Housing Authority Fair Housing Policy below.*
  
  - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

*The Housing Authority will contract with Three Rivers Center for Independent Living to conduct a follow-up review of all developments to ensure accessibility to persons with disabilities. Emphasis will be placed on access to community space.*

Other: (list below)

*The Westmoreland County Housing Authority Fair Housing Policy*

*It is the policy of the Westmoreland County Housing Authority to comply fully with all Federal, State and local nondiscrimination laws and with rules and regulations governing Fair Housing and Equal Opportunity in housing and employment. The PHA will comply with all laws relating to Civil Rights including:*

- 1. Title VI of the Civil Rights Act of 1964*
- 2. Title VIII of the Civil Rights Act of 1968 ( as amended by the Community Development Act of 1974 and the Fair Housing Amendments Act of 1988)*
- 3. Executive Order 11063*
- 4. Section 505 of the Rehabilitation Act of 1973*
- 5. The Age Discrimination Act of 1975*
- 6. Title II of the Americans with Disabilities Act (to the extent that it applies, otherwise Section 504 and the Fair Housing Amendments govern)*
- 7. Any applicable State laws or local ordinances and any legislation protecting individual rights of tenants, applicants or staff that may subsequently be enacted.*

*The PHA shall not discriminate because of race, color, sex, religion, familial status, disability, national origin, marital status or sexual orientation in the leasing, rental, or other disposition of housing or related facilities, including land, that is part of any project or projects under the Authority's jurisdiction covered by a contract for annual contributions under the United States Housing Act of 1937, as amended, or in the use or occupancy thereof.*

*Posters and housing information are displayed in locations throughout the PHA's office in such a manner as to be easily readable from a wheelchair.*

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

*The Westmoreland County Housing Authority has developed, as part of its Admissions and Continued Occupancy Plan for the Public Housing Program a number of local objectives that are designed to demonstrate that the WCHA is managing its program in a manner that reflects its commitment to improving the quality of housing available to the public, and its capacity to manage that housing in a manner that demonstrates its responsibility to the public trust. In this regard the Authority intends:*

- To provide improved living conditions for very low and low-income families while maintaining their rent payments at an affordable level.*
- To operate a socially and financially sound Public Housing Agency that provides decent, safe, and sanitary housing within a drug free, suitable living environment for tenants and their families.*
- To avoid concentrations of economically and socially deprived families in any one or all of the Housing Authority's public housing developments.*
- To lawfully deny admission of applicants, or the continued occupancy of residents, whose habits and practices reasonably may be expected to adversely affect the health, safety, and comfort or welfare of other residents or the physical environment of the neighborhood, or create a danger to PHA employees.*
- To provide opportunities for upward mobility for families who desire to achieve self-sufficiency.*
- To ensure compliance with Title VI of the Civil rights Act of 1964 and all other applicable Federal laws and regulations so that the admissions and continued occupancy are conducted without regard to race, color, religion, creed, sex, national origin, handicap or familial status.*

**Annual PHA Plan**  
**PHA Fiscal Year 2002**

[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

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

**Executive Summary**

*On October 21, 1998 President Clinton signed into law the Quality Housing and Work Responsibility Act of 1998 (QHWRA) as Title V of the 1999 HUD Appropriations Act. The QHWRA constitutes a substantial overhaul of HUD's public housing and Section 8 assistance programs. The Act provides for consolidation of public housing programs, decreased regulations of well managed public housing agencies (PHA's), while increasing performance standards for PHA's with troubled management. (The Westmoreland County Housing Authority is not a "troubled Authority"). The QHWRA also enacts additional measures to protect access to housing assistance for the poorest of families, deconcentrate poverty in public housing, support families making the transition from welfare to work, and is designed to transform existing public housing into quality housing communities.*

*As part of the QHWRA, all Housing Authorities including the Westmoreland County Housing Authority are required to develop a Public Housing Agency Plan. This Plan is to be developed by the Housing Authority with input from tenants, and other interested citizens. The Agency Plan is to consist of a "Five Year Plan", which describes the mission of the PHA and its long range goals and objectives; and an "Annual Plan"*

*which provides details about the PHA's immediate operations, program participants, program operations, tenant services and the Authority's strategy for improving general maintenance operations for the upcoming fiscal year. The Agency Plan is to be used as an ongoing planning mechanism. Through this Agency Plan preparation process, the Housing Authority has examined its existing policies and procedures, its short and long term needs, and has attempted to develop a strategy to make more efficient use of federal assistance, and better serve its existing and future tenants. In addition, all existing policies were examined to ensure compliance with the newly enacted QHWRA. Where non-compliance was found the policies were amended to conform to the new Act.*

*One of the goals of the Annual Plan is to reduce the number of reports that are required to be sent to HUD. In the future the Annual Plan will, to the extent practicable, consolidate all PHA information that is now required to be submitted to HUD. The stated HUD objective is for the Annual Plan to supersede submission requirements currently imposed on PHA's under the various housing programs.*

*The QHWRA also requires that the Agency Plan developed by the Westmoreland County Housing Authority be consistent with the Consolidated Plan for the jurisdiction in which the Authority is located. Westmoreland County does have a Consolidated Plan. The Public Housing Agency Plan must therefore be consistent with that Plan. A copy of the Public Housing Agency Plan was sent to the Westmoreland County Department of Planning and Development for their determination of consistency with the Plan. A copy of their letter affirming consistency has been received, and will be sent to the local HUD office along with the other required certifications.*

### **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:

- (A) Admissions Policy for Deconcentration
- (B) FY 2002 Capital Fund Program Annual Statement (See Component #7)
- (C) Implementation of Public Housing Resident Community Service

- (D) PHA 5-Year Plan Progress Report
- (E) Resident Advisory Board Members
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

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

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility,

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
		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
	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development <input 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: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public	Annual Plan: Designation of

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	housing (Designated Housing Plans)	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
X	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
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	Housing Authority Pet Policy	Required by Notice 2000-43
X	Full Policy on the Administration of the Community Service Requirements	Required by Notice 2000-22

# 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-ability	Size	Loca-tion
Income <= 30% of AMI	527	4	4	4	1	1	1
Income >30% but <=50% of AMI	233	3	3	3	1	1	1
Income >50% but <80% of AMI	380	2	2	2	1	1	1
Elderly	609	2	2	2	2	1	1
Families with Disabilities	223	N/A					
Race/Ethnicity (white)	1605						
Race/Ethnicity (black)	129						
Race/Ethnicity							
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 2001-2005
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:

- Other sources: (list and indicate year of information)  
*Pennsylvania State University Data Center - 1999*  
*U.S. Census Data: Small Income and Poverty Estimates, 1990 and updates*  
*Westmoreland County Housing Authority Waiting List - 2001*

## **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	231		20% (386)
Extremely low income <=30% AMI	139	60	
Very low income (>30% but <=50% AMI)	78	34	
Low income (>50% but <80% AMI)	14	6	
Families with children	127	55	
Elderly families	72	31	
Families with Disabilities	2	.5	
Race/ethnicity ( <i>White</i> )	184	80	
Race/ethnicity ( <i>Black</i> )	44	19	
Race/ethnicity ( <i>Native American</i> )	0	0	

<b>Housing Needs of Families on the Waiting List</b>			
Race/ethnicity (Hispanic)	2	.5	
Characteristics by Bedroom Size (Public Housing Only) <i>Efficiency</i>			
	60	26	53
1BR	56	24	47
2 BR	84	36	56
3 BR	29	13	37
4 BR	2	less than .01	0
5 BR	0		
5+ BR	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			

<b>Housing Needs of Families on the Waiting List</b>			
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	842		27% (235)
Extremely low income <=30% AMI	657	79	
Very low income (>30% but <=50% AMI)	168	20	
Low income (>50% but <80%	5	.05	

<b>Housing Needs of Families on the Waiting List</b>			
AMI)			
Families with children	427	59	
Elderly families	44	6	
Families with Disabilities	233	27	
Race/ethnicity (White)	683	81	
Race/ethnicity (Black)	152	18	
Race/ethnicity (Native American)	5	.5	
Race/ethnicity (Hispanic)	6	.5	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

**C. Strategy for Addressing Needs**

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

**(1) Strategies**

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

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing

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

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

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

Select all that apply

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

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

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

Select all that apply

- Seek designation of public housing for the elderly  
*The PHA will research the possibility and feasibility of designating certain elderly developments to "Elderly Only" in 2002.*
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

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

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

Select all that apply

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

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

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

Select if applicable

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

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

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

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

[24 CFR Part 903.79 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2001 grants)</b>	<i>14,304,376.00</i>	<i>Public Housing and Section 8 Operations; Public Housing Capital Improvements &amp; Safety/Security</i>
a) Public Housing Operating Fund	<i>2,585,310.00</i>	
b) Public Housing Capital Fund	<i>3,112,880.00</i>	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	<i>8,130,569.00</i>	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	<i>475,617.00</i>	
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<i>1999 Comprehensive Grant</i>	<i>1,655,759.00</i>	<i>Public Housing Capital Improvements</i>
<i>2000 Capital Fund</i>	<i>3,051,581.00</i>	<i>Public Housing Capital Improvements</i>

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>3. Public Housing Dwelling Rental Income</b>	3,609,484.00	<i>Public Housing Operations</i>
<b>4. Other income (list below)</b>		
<i>Public Housing Investment Income</i>	236,128.00	<i>Public Housing Operations</i>
<b>5. Non-federal sources (list below)</b>		
<b>Total resources</b>	22,857,328.00	<i>All Federally Assisted Public Housing &amp; Section 8 Activities</i>

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

[24 CFR Part 903.7 9 (c)]

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

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

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

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

When families are within a certain number of being offered a unit: (state number)

When families are within a certain time of being offered a unit: (state time)

Other: (describe)

*Eligibility is verified when applicant reaches the top of the waiting list.*

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

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

- 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)  
*Applicant information is sent to the Westmoreland County District Attorney's Office for FBI clearance in all communities except the City of Monessen. In Monessen local law enforcement officials access the FBI criminal records system to obtain information.*

**(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  
*HUD approved on 8-13-98*
- Other (describe)

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

- PHA main administrative office
- PHA development site management office
- Other (list below)  
*Applications can be sent and received through the mail.*

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?

23

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?

*As many as the family chooses.*

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

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

### **(3) Assignment**

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

- One  
 Two  
 Three or More

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

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

### **(4) Admissions Preferences**

- a. Income targeting:

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

- b. Transfer policies:

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

- Emergencies  
 Overhoused  
 Underhoused  
 Medical justification  
 Administrative reasons determined by the PHA (e.g., to permit modernization work)

- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

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

Former Federal preferences:

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

Other preferences: (select below)

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

*Elderly applicants (62 or older and/or disabled or handicapped) have preference over near elderly applicants (50 to 62).*

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

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)  
*"Questions and Answers" Booklet and list of all PHA developments are given to new applicants.*

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

- At an annual reexamination and lease renewal

- Any time family composition changes
- At family request for revision
- Other (list)

**(6) Deconcentration and Income Mixing**

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

**Deconcentration Policy for Covered Developments**

<b>Development Name</b>	<b>Number of Units Occupied</b>	<b>Explanation (if any)</b>	<b>Deconcentration policy</b>
East Ken Manor	87	Above 115% of Average	Target lower income
Lower Burrell	30	Above 115%	Target lower
Pleasant Manor	45	Above 115%	Target lower
Penn Manor	15	Above 115%	Target lower
West Hempfield	35	Above 115%	Target lower
East Ken Manor II	26	Below 85%	Target higher
St. Clair Manor	29	Below 85%	Target higher
Arnold Twnhouses	16	Below 85%	Target higher

**B. Section 8**

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

**(1) Eligibility**

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

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

*If the PHA determines the applicant has an unsatisfied financial obligation with the WCHA or any other assisted housing development, additional screening is conducted.*

- 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)

*The landlord is given the prospective tenant's prior address and authorization to contact (including a home visit) and determine previous tenancy history. The PHA will also share other information they might have available.*

**(2) Waiting List Organization**

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office
- Other (list below)

*Applications are available at all public housing projects and at various agencies including the PA Dept. of Welfare, Domestic Abuse Center, etc.*

**(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:

*Upon review of the documented circumstances/situation the Authority now permits up to 120 total days of search time.*

**(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)

*Preferences are given to participants of the Transitional Housing Program, sponsored by the Westmoreland Human Opportunities Agency.*

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  
Substandard housing
- 1 Homelessness  
High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in your jurisdiction
- (1)Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- (1)Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
  - Family Unification in conjunction with the Westmoreland County Children’s Bureau. 55 units are currently set aside for the Family Unification Program. This number may be increased if more applications are received*
  - Overhoused and underhoused Moderate Rehab. Program families.*

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

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

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

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

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

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

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

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

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

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

- Through published notices  
 Other (list below)

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

[24 CFR Part 903.7 9 (d)]

## A. Public Housing

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

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

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

*Waiver of the minimum rent in PHA approved hardship cases (documentation from tenant must be available).*

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

*Tenant may select between income-based rent and ceiling rent.*

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)  
*Exclusion for payment of child support and/or alimony.*

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 (*elderly*).
- 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)

*An increase in income when received from a current employer does not trigger a rent adjustment until the next recertification.*

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)

*The PHA will establish flat rents within the next year.*

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

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

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

Describe the voucher payment standards and policies.

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

At or above 90% but below 100% of FMR

100% of FMR

*The Housing Authority did reexamine the payment standards prior to January 2001. As a result the 100% standard was retained, however present rental data may require the PHA to increase the standard to 110% this Plan Year.*

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)

*The PHA regularly examines the private market and its effect on the Section 8 program.*

## **(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)

*Waiver of the minimum rent in PHA approved hardship cases will continue, however, the Authority received no hardship requests last year. .*

## **5. Operations and Management**

[24 CFR Part 903.79 (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	1934	386
Section 8 Vouchers	1637	387
Section 8 Certificates	0	
Section 8 Mod Rehab	179	21
Special Purpose Section 8 Certificates/Vouchers (list individually)	55 Family Unification 178 FSS	5 17
Public Housing Drug Elimination Program (PHDEP)	6 units used as Drug Elimination Centers	
Other Federal Programs(list individually)	The following 202 developments Latrobe-96 units Arnold-125 units Hempfield Towers 202 units	

### **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)

*The Maintenance operations are under the direction of 3 Regional Maintenance Supervisors. Each Supervisor is responsible for all maintenance activities within a specified geographical area. The Maintenance Supervisors report directly to the Deputy Executive Director. Coordination is attained by twice*

monthly meetings. Each supervisor is responsible for the supervision of employees in receiving and completing work-orders, annual inspections of the units, lawn care, snow removal and preventive maintenance functions. Specific written rules and standards exist on the handling of work-orders. Long standing operational policy is followed in other areas. Existing policies as well as overall administrative rules and regulations, including civil service rules are maintained at the offices of the Regional Supervisors as well as the Main Administrative Offices.

Pest control is performed by the maintenance staff of the PHA.

(2) Section 8 Management: (list below)

- Section 8 Administration Plan
- Housing Quality Standards
- HUD Directives

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

### **A. Public Housing**

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

If yes, list additions to federal requirements below:

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

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

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

1.  Yes  No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based

assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

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

- PHA main administrative office  
 Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.79 (g)]

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

### **A. Capital Fund Activities**

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

### **(1) Capital Fund Program Annual Statement**

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

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) Attachment B pa018b01

-or-

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

*The Authority is reserving the right to use up to 20% of the Capital Fund for Operating Fund expenses as provided under Section 9, Part 1 of the QHWRA.*

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

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

- a.  Yes  No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)
- b. If yes to question a, select one:
- The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name Attachment G pa018b01  
-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.)

*The Authority has not designated nor applied for designation at this time, however the Authority intends to study the possibility and feasibility of designating certain developments as “Elderly Only” in this Plan Year.*

2. Activity Description  
 Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset

Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

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

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

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

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

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

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

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

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description

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

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	
<input type="checkbox"/>	HOPE I
<input type="checkbox"/>	5(h)
<input type="checkbox"/>	Turnkey III
<input type="checkbox"/>	Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	

<input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## B. Section 8 Tenant Based Assistance

1.  Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)  
*The Authority intends to develop a Sec. 8 Homeownership Program to work in conjunction with our Family Self-Sufficiency Program. The Program will be limited, at least in the first year, to FSS participants*

### 2. Program Description:

#### a. Size of Program

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

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

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

#### b. PHA-established eligibility criteria

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

*Participants will be limited to families enrolled in the Authority's Family Self-Sufficiency Program.*

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

[24 CFR Part 903.7 9 (l)]

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

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

#### 1. Cooperative agreements:

- Yes  No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?  
*[Explanation: The 1997 Personal Responsibility and Work Opportunity Reconciliation Act replaced Aid to Families with Dependent Children with the new Temporary Assistance for Needy Families (TANF). TANF financial assistance is provided by the PA Dept. of Public Welfare].*

*The PHA has an ongoing productive working relationship with the TANF Agency but no formal written agreement. The Authority is hopeful that a written agreement can be developed in this Plan Year A TANF Agency representative sits on the Authority's 18 member Family Self Sufficiency and Rental Services/Case Management Advisory Board and provides letters of support when asked.*

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)  
*Income verification referred to TANF Agency under Section 8 and Public Housing Programs.*
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families  
*Westmoreland Human Opportunities (WHO), Community College, PIC, Child Care Assistance and others*
- Jointly administer programs  
*Homeless Assistance Program.*

The Authority also jointly administers an Emergency Shelter Grant Program with Westmoreland County.

- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

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

**(1) General**

- a. Self-Sufficiency Policies
- b. 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. )

Program Name & Description (including location, if appropriate)				
<i>Family Unification Program</i>	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name) • See Below	Eligibility (public housing or section 8 participants or both)
<i>Child Care Assistance Project</i>	55	<i>Specific Criteria</i>	<i>Development office/PA</i>	<i>Both</i>

			Welfare Dept.	
<i>Mental Health - Mental Retardation</i>	<i>Varies</i>	<i>Specific Criteria</i>	<i>Development Office/Child Care Assistance Agency</i>	<i>Both</i>
<i>Income -Foodstamps - Medical - Job Search</i>	<i>Varies</i>	<i>Need based</i>	<i>Development Office/Westmoreland County MH - MR</i>	<i>Both</i>
<i>Domestic and Sexual Violence</i>	<i>Varies</i>	<i>Specific criteria</i>	<i>Development Office/PA Welfare Dept.</i>	<i>Both</i>
<i>Job Search - Career Counseling - Job Training - GED Preparation</i>	<i>Varies</i>	<i>Need based</i>	<i>Development Office/Center Against Domestic and Sexual Violence</i>	<i>Both</i>
<i>Post High School Education</i>	<i>Varies</i>	<i>Need based</i>	<i>Development Office/Private Industry Council</i>	<i>Both</i>
<i>Head Start - Housing Counseling - Home Ownership - Job Search - Transportation Aid to Employment</i>	<i>Approx. 100</i>	<i>Specific criteria - testing</i>	<i>Development Office/Westmoreland County Community College</i>	<i>Both</i>
	<i>Varies</i>	<i>Specific criteria</i>	<i>Development Office/Westmoreland Human Opportunities Inc.</i>	<i>Both</i>

- *In all of the above cases the PHA is the initial contact for the assistance provided. The Housing Authority’s Social Service staff has found that program results are significantly better when the family/person in need makes the contact with social service agency rather than the Authority. In all cases the PHA staff follows up directly on their referrals with the tenant or provider on the status of the service and when necessary becomes more overtly involved in the delivery of the service.*

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

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
<b>Program</b>	<b>Required Number of Participants (start of FY 2001 Estimate)</b>	<b>Actual Number of Participants (As of: DD/MM/YY)</b>
Public Housing	106	27 (4-1-01)

Section 8	178	55 (4-1-01)
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- 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:

*Continued outreach activities including mass mailings of promotional flyers, recruitment at Section 8 group briefings, PHDEP Resources Centers, Social Service Agencies such as the Private Industry Council( Job Training Partnership Act), PA Public Welfare Dept., and Westmoreland Human Opportunities Inc.(WHO). Door to door recruitment in public housing developments. The Housing Authority has found that working families have been unable to see the advantages of the FSS without face to face meetings at which individual, specific circumstances can be discussed. Steps that provide for a personal contact will be emphasized.*

### 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  
*New HUD policy directions identified in Final Rule dated March 29, 2000 Changes to Admission and Occupancy Requirements in the Public Housing and Section 8 Assistance Programs, will be full implemented.*
- 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**

*Please see Attachment C.*

**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  
*A recent survey by the PHA supports this need.*
- 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  
*PHA statistics and experience suggest that the level of violence and/or drug related activity is largely perceived.*
- 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  
*The PHA conducts an annual survey. The most recent survey was completed in December 2000.*
- Analysis of crime statistics over time for crimes committed "in and around" public housing  
*Uniform Crime Statistics provided by the Pennsylvania State Police are reviewed every six months.*
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports

- PHA employee reports  
*Project Managers and Maintenance Staff.*
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs  
*The PHA believes its Drug Elimination Grant Program has produced significant results in improving the safety and livability of its developments. The PHA will continue to work with local police departments in, an effort to quantify this success.*
- Other (describe below)

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

- Park Manor and Highland Manor in Monessen.*
- Kensington Manor and East Kensington Manor in New Kensington*
- West Hempfield Townhouses in Irwin*
- Derry Townhouses in Latrobe.*

**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  
*Contract with St. Vincent College Prevention Project .*
- Crime Prevention Through Environmental Design  
*See the Capital Fund Annual and 5-YearImprovement Plan contained in Component 7. The Authority has completed design improvements approved as part of the 2000-2001 PHDEP funding. No new design improvements are planned under PHDEP funding, for the next fiscal year.*
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)  
*The PHA has completed the following 2000-2001 activities:.*
  - Renovation of recreational area.*

- *The Authority has developed a “Follow-up Plan” for the Resident Service and Satisfaction Survey. (REAC) The only component of the REAC to score less than 75% was the Safety section. Therefore the “Follow-up” Plan, included in the 2002 Annual Plan will focus on areas of improvement for resident safety.*

*The weakness in the Safety section of WCHA’s RSS Survey was the resident’s unawareness of crime prevention programs. In 1998, WCHA applied for and receive a Public Housing Drug Elimination Program (PHDEP) grant for drug and crime prevention activities. Funds were used to operate prevention program centers in four public housing communities. These four communities were chosen because they had the greatest need for crime prevention. Activities include: Safe Nights, Red Ribbon Week, visits by police, firemen, the Mayor, drug education, health fairs, personal and home safety programs, parenting and nutrition classes, and domestic violence speakers. The WCHA contracts with the local police to provide additional patrols. Capital funds are used to pay for patrols above baseline services.*

*In 1999, the WCHA applied for and received the second PHDEP grant. This grant was used to supplement the existing four prevention centers and to open two additional prevention centers.*

*In the years 2000 and 2001, the WCHA received PHDEP funds to continue the operation of the six prevention centers. Our Resident Service and Satisfaction Survey score indicates that approximately a third of our residents were aware of the crime prevention programs offered within their communities. The Authority believes this number is a reflection of residents who have a PHDEP drug and crime prevention center in their public housing community.*

*Starting October 1, 2001, the WCHA will implement crime prevention programs in housing communities that do not have PHDEP prevention centers. Public housing managers will initiate semi-annual crime prevention activities within their housing community. Managers will contact community resources, such as the local police, fire department, and crime prevention organizations, to schedule instructional programs related to personal safety and crime prevention. WCHA is also considering a resident news letter that will include articles on crime, safety and prevention.*

*These additional crime prevention activities will target public housing communities that do not have a drug prevention center on site. These efforts will have a positive effect on resident's knowledge of personal safety and crime prevention measures.*

*The WCHA will continue the resident screening process, as noted on pages 21 and 22 of this Annual Agency Plan, and implement personal safety and crime prevention awareness activities. The Authority believes that this will increase the resident's feeling of safety in unit/home and building.*

- Opened drug prevention centers at West Hempfield Townhouses in Irwin and Derry Townhouses in Latrobe. Also three scattered site developments: Arnold Townhouses, Latrobe Townhouses, and Jeannette Townhouses were opened. During the Plan Year, the PHA plans to continue operating the six established drug prevention centers. Drug prevention activities will be offered to residents within six public housing communities and three scattered housing sites. .*

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

- Park Manor and Highland Manor in Monessen.*
- East Ken Manor and Kensington Manor in New Kensington*
- West Hempfield Townhouses in Irwin*
- Derry Townhouses in Latrobe.*

**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 substations have been established at 3 public housing developments.*
  - East Kensington Manor*
  - Park Manor*
  - Highland Manor*
  - In addition Kensington Manor receives additional patrol services by the New Kensington Police.*

- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents  
*Regular meetings in Monessen, other meetings as needed.*
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services  
*Agreements have been established through the Comp. Grant Program.*
- Other activities (list below)

2. Which developments are most affected? (list below)
- Park Manor*
  - Highland Manor*
  - Kensington Manor*
  - East Kensington Manor*

**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 2002 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: pa018a0o1)

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]  
*The Westmoreland County Housing Authority has adopted a Pet Policy which reflects both the desire of the tenant families for the companionship and enjoyment that pet ownership brings and the concerns of the Authority to assure that pets are maintained in a fashion that will not be detrimental to the safety and security of the general housing community. The Pet Policy was written with the above goals in mind yet within the guidelines of the requirements of the recently enacted Quality Housing and Work Responsibility Act.*

*The Pet Policy sets specific standards for the types and numbers of pets that may be permitted in each unit. Tenant families must notify and register with the PHA, giving particular information about the pet they intend to keep in their unit, and must receive permission from the Authority to do so. A fee and deposit is required to cover any*

*damage that may occur. The Tenant must keep current an insurance policy to cover personal injury or property damage.*

*The Pet Policy contains general requirements concerning license, age, size, and Veterinary certifications. There are also specific requirements regarding the owner's control and handling of the pets. There are also standards for keeping birds and fish, as well as a list of animals and breeds that are prohibited..*

*Pet ownership is considered an important responsibility and owners must provide proper care including nutrition, exercise, and medical attention. The PHA management and maintenance personnel will monitor the Pet Policy through observation and tenant complaints, and corrective action will be enforced as needed.*

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

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

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name) Attachment H.
- Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.

- The PHA changed portions of the PHA Plan in response to comments  
List changes below:
- Other: (list below)

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

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

3. Description of Resident Election Process

*A public housing resident volunteered through the self nomination process to serve on the Housing Authority Board. His name was forwarded to and the appointment was made by the elected Board of County Commissioners.  
Mr. Raymond Oats of Lower **Burrell Manor is the appointed Board member.***

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

c. Eligible voters: (select all that apply)

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

Other (list)

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

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

1. Consolidated Plan jurisdiction: (provide name here)

*Westmoreland County*

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

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

*Part 4 of the Westmoreland County Consolidated Plan at page 7 states “ No gaps have been identified within this organization (Housing Authority) relative to the implementation of the Consolidated Plan strategies”.*

*The Housing Authority has played a leadership role and has been a partner with county government in providing low income housing opportunities to Westmoreland County’s most needy residents. The Housing Authority intends, not only through its traditional public housing and Section 8 programs to move forward in this capacity, but to continue to support Countywide housing efforts wherever they may be initiated. Toward meeting these objectives the WCHA will undertake the following activities in support of the Consolidated Plan Strategies:*

- The WCHA will continue to support the Homeownership Strategies through continued participation in the Family Self Sufficiency Program.*
- The Housing Authority’s long-term commitment to maintain and improve the existing 1934 units of federally assisted public housing now under management supports the Plan Strategy of rehabilitating rental units. The*

*Housing Authority projects spending approximately \$2.2 million annually to meet this objective. The inspection process, necessary to assure the long term viability of the County's approximate 1700 Section 8 units and inspection services, will likewise play an important role in the coming year.*

- Additional commitments to improving and maintaining the existing housing stock will be made by exploring the feasibility and identifying potential locations where existing small elderly efficiency units can be converted to larger one-bedroom units.*
- Researching new methods and expanding existing marketing programs to reach and house those extremely large low-income families is an objective shared by both County Government and the WCHA.*
- Countywide Strategies aimed at preventing homelessness, through the jointly funded and very successful Homeless Assistance Program will be continued.*
- The Housing Authority will support the County in meeting the emergency needs of the homeless by continuing to serve as an integral part of the County's Emergency Shelter Grant Program.*

Other: (list below)

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

- Financial assistance to serve the homeless (and prevent homelessness) through the County Emergency Shelter Grant Program.*
- Financial assistance for the Emergency Housing Rehabilitation Program.*

#### **D. Other Information Required by HUD**

The PHA has established the following definition for "Substantial Deviation and Significant Amendment or Modification". Changes other than those specified will be undertaken by the PHA staff and reported in the 2002 Annual Plan.

- Changes to rent or organization of the waiting list.*

- *Any change in the Capital Fund Annual Statement that is not in accordance with HUD's fungibility regulations*
- *Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.*

## **Attachment A. Deconcentration Policy**

*The rule to deconcentrate poverty in public housing was finalized on December 22, 2000. This rule requires Housing Authorities to:*

- 1. Survey all families residing in covered developments ( this generally means family developments as opposed to elderly) to determine the average income of the tenants.*
- 2. Determine the average income of all families residing in each separate development.*
- 3. Finally, determine the established income range which is defined as those covered developments where the average income is between 85% and 115% (inclusive of those percentages ) of the PHA wide averages for all covered developments.*

*The Westmoreland County Housing Authority has performed the above calculations and determined the average income of tenants in all developments is \$9,632.00. The established income range was determined to be between \$11,077.00 and \$8,187.00. In comparing the average incomes for each individual family development against the established income range the following developments have been identified for deconcentration targeting:*

### ***Target for Lower Income Residents***

*PA 18-1 East Ken Manor  
PA 18-24 Lower Burrell  
PA 18-7 Pleasant Manor  
PA 18-43 Penn Manor  
PA 18-39 West Hempfield*

### ***Target for Higher Income Residents***

*PA 18-16 East Ken Manor II  
PA 18-26 St. Clair Manor  
PA 18-18 Arnold Townhouses*

*The proceeding was adopted as the Deconcentration Policy of the Westmoreland County Housing Authority.*

**Attachment B. Capital Fund Annual Statement**  
Submitted as File Attachment pa018b01

## **Attachment C. Community Service Description**

*The Housing Authority has established a community service policy and program to meet the 8 hour community service/self sufficiency requirements of the QHWRA. The program became operational on October 1, 2000.*

*The Authority has undertaken an assessment of the number of persons preliminarily believed to be nonexempt from the community service /self sufficiency requirement. The initial survey has identified 169 individuals currently residing in public housing that are required to perform community service. This figure is substantially higher than initially estimated. Although the PHA is attempting to administer this program we are reserving the option to contract with a third party, including the Resident Advisory Board, if after gaining some experience this becomes necessary.*

*As was originally proposed all residents were advised by letter of the community service requirement. The letter included an overview of community service and a complete list of all exempt categories. Persons incorrectly identified were instructed to contact the PHA site office with documentation supporting their correct status. Similarly, residents were advised of their right to provide documentation at any time that they believe their status has changed.*

*As part of the system to identify those residents who must perform community service all Resident Managers are reviewing the program requirements with each tenant at the time of the annual recertification. Following the recertification meeting the family is fully knowledgeable of the requirements, and have been advised of the need for he/she to begin the process of meeting the requirements. An amendment to the lease detailing the community service requirement has been developed and is signed by the tenant at the recertification meeting. It is being made clear to residents, determined “non-exempt” that failure to participate in community service or a self-sufficiency activity will result in eviction. (following the appeal process)*

### **A. Requirement**

*Each adult resident of the PHA shall:*

- 1. Contribute 8 hours per month of community service (not including political activities) within the community in which that adult resides; or*
- 2. Participate in an economic self-sufficiency program for 8 hours per month.*

3. *Perform 8 hours per month of combined activities ( 4 hours of community service and 4 hours of economic self-sufficiency).*

*B. Exemptions*

*The following are exempt from Community Service Requirements.*

1. *On the job training; if a member of the family receiving assistance benefits under a state program funded under Part A of Title IV of the Social Security Act, (42 USC 601 et Seq.), or under any other welfare program in PA., including a state administered welfare-to-work program, and has not been found by the state or other administering entity to be in non-compliance with such a program; any adult family member receiving cash on the TANF grant would be in compliance and would be exempt from performing community service.*
2. *Sixty-two years of age or older;*
3. *Blind/disabled or primary care-giver of such an individual;*
4. *Is engaged in work activities, working at least 20 hours per week;*
5. *Eighteen years or older high school student;*
6. *In vocational education training (not to exceed 12 months for any individual);*
7. *Provides child care to an individual who is participating in the Community Service Program;*
8. *Participating in the GED program*
9. *Job search and/or job skills training are directly related to employment;*
10. *Meet the requirements for being exempted from having to engage in work activity under the state program funded under Part A of Title IV of the Social Security Act or other welfare programs in the state of Pennsylvania, including a state administered welfare to work program;*

*Family members who are exempt from the community service requirement must provide documentation that they fall into one of the above categories. The PHA will re-verify exemption status annually except in the case of an individual who is sixty-two years old. The PHA will permit residents to change exemption status during the year if*

*status changes. For example, unemployed residents must be able to request an exemption if they start to work or participate in a training program.*

*C. Definition of Economic Self-Sufficiency Program*

*Any Program designed to encourage, assist, train or facilitate economic independence of assisted families or to provide work for such families, and can include:*

*Job training, employment counseling, work placement, basic skills training, education, English proficiency, work fare, financial or household management, or any program necessary to ready a program participant to work (such as substance abuse or mental health treatment).*

*D. Community Service Activities*

*The PHA will give residents the greatest choice possible, and attempt to inform residents of volunteer opportunities in the community.*

*Community Service Activities may include volunteering:*

*In a local school;*

*In a hospital or nursing home;*

*Senior citizens center*

*Homeless shelter or Women's abuse center;*

*Child care center;*

*Youth organization;*

*Library;*

*Helping neighborhood groups on special projects;*

*Success in Life Program;*

*Participate in programs that develop and strengthen resident self responsibility such as drug and alcohol abuse, counseling and treatments, as well as budgeting and credit counseling. Political activity is prohibited as community service.*

*E. Annual Determinations*

*For each public housing resident the subject to the requirement for community service, shall 30 days before the expiration of each lease term, review and determine the compliance of the resident with the community service requirement.*

*Such determination shall be made in accordance with the principles of due process and on a non-discriminatory basis.*

*Reasonable documentation must verify the community service and will be placed in the residents file at the time of recertification.*

***F. Noncompliance***

*The WCHA will determine annually if non-exempt residents are in compliance.*

*A non-compliant adult and head of household must sign an agreement to make up the hours within a 12 month period. Continued non-compliance will result in eviction of the entire family, unless the non-compliant family member is no longer part of the household.*

*The determination of non-compliance is subject to the administrative grievance procedure under the WCHA's published Grievance Procedures.*

*The WCHA will not renew or extend the resident's lease upon expiration of the lease term and will take such action as necessary to terminate the tenancy of the household, unless the Authority enters into an agreement, before the expiration of the lease term, with the resident providing for the resident to cure any non-compliance by participating in an approved program for as many additional hours as the resident needs to comply in the aggregate with such requirement over the 12 month term of the lease.*

***Inability for Occupancy for Non-compliance***

***The Authority will not renew or extend any lease for a dwelling unit for any household that includes an adult member who was subject to the community service requirement and failed to comply with the requirement.***

## **Attachment D. Progress Report**

1. *Under the Five Year Plan's strategic goal to increase the availability of decent and affordable housing the Authority did advertise for 70 units of moderate rehabilitation housing as stated in last years Plan.*
2. *In last years Plan the Authority stated that it would improve the quality of housing by attempting to achieve high performer status (90) under the PHAS score. The Authority's PHAS score has increased from 85.8 to 89.1.*
3. *The Modernization Program has been continuing and substantial progress has been made and Authority goals have been achieved.*
4. *Last year the 5 Year Plan stated that within the five year period the WCHA would investigate the feasibility of converting efficiency units to one-bedroom units where possible. The WCHA will study this option in this program year.*
5. *The Authority has adopted a Deconcentration Policy as discussed in last year's Plan. See attachment A.*
6. *The necessary Community Service requirements were adopted by the Authority as also proposed in last years Plan. See Element 12 at page 44.*

## Attachment E. Members of the Resident Advisory Board

### **Latrobe Manor:**

John Dornauer 904  
Nicholas Rose 612

### **Scottdale Manor:**

Rev. And Mrs. Albert Thomas 415  
Janet Welsh 303  
E. Ken Kaufman 407

### **Irwin Manor:**

Ken Hinich 510  
Grace Kellaway 305

### **New Florence Manor:**

Debra Hernandez 137

### **Trafford Manor:**

Betty Calderelli 501  
Thelma Estep 706  
Jack Fey 608  
Anna Hetherington 707

### **New Stanton Manor:**

Tonya Kish 37B  
Rex Paterson 40B  
Nancy Modar 39B

### **Park Manor**

Arlene Gaul 203  
Brenda Ferrari 804

### **Jeannette Manor:**

Dorothy Barbish 506  
Betty Rish 710

John Schultz 1301  
Debbie Malago 702  
Janet Choyak 1205

Georianna Sago 709

### **Westgate Manor:**

Nancy Layton 1007  
Rose Mowl 203

### **Lower Burrell Townhouses:**

Lynne Predes 230

### **Kensington Manor:**

Melanee Schuler 404  
Rita Brownlee 45 Peach

### **McMurtry Towers :**

Evelyn Riffer 613  
Kathryn Gibbon 215

### **Parnassus Manor:**

Elaine Schantz 404  
Jean Brill 707  
Patty Handcock 312  
Kathleen Specht 616

### **Pleasant Manor:**

Sandy Bandemer 202  
John Bosch 402

### **East Ken Manor:**

Sharon Paladino 132 Haser  
Pat Marine 114 Haser

### **Arnold Manor:**

Unis McClaine 308  
Paul Sipple 501

Mary Ann Christopher 305  
Ken Chestnut 30

**Lower Burrell Manor:**

Micky Denny 508  
Shirley McMeans 604  
Jane Chupka 402  
Madeline Waters 509  
Dina Signorelli 2

## **Attachment F. Five Year Capital Fund Plan**

Submitted as File Attachment pa018b01

## **Attachment G. Public Housing Drug Elimination Grant**

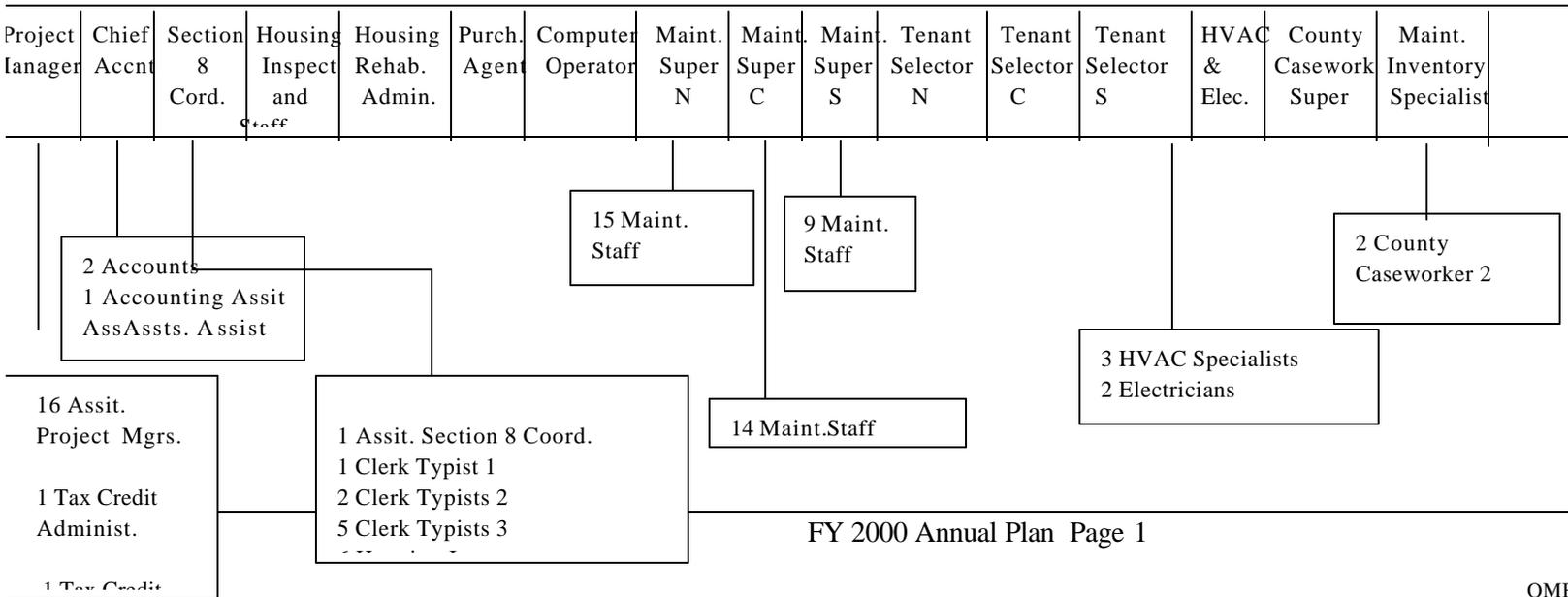
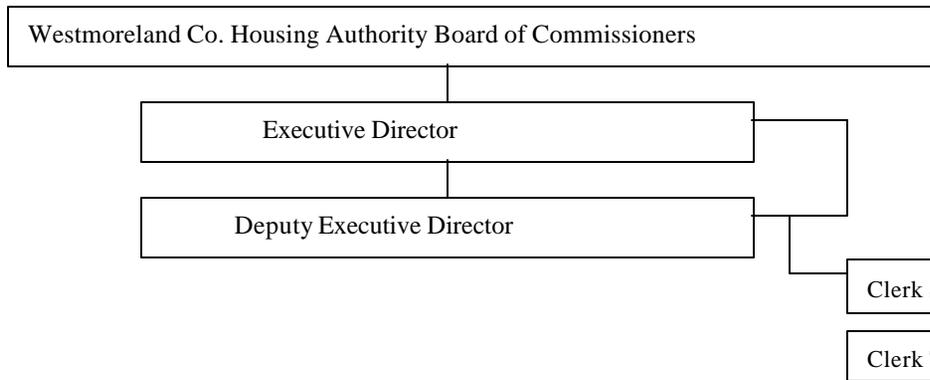
Submitted as File Attachment pa018a01

## **Attachment H. Resident Advisory Board Comments**

1. *The Family Self-Sufficiency Program was discussed. One of the questions concerned the transfer of FFS from Public Housing to Section 8. The Authority responded that it would investigate the possibility of transferring a contract and escrow account from one program to another. Upon investigation it was found that it is not permissible to transfer an FSS contract from public housing to Section 8.*
2. *Some residents commented that the police are doing a wonderful job, walking the community and making a difference to the children. The Authority will continue to meet with the police in Monessen and New Kensington to achieve a higher level of cooperation. The goal is to have the police be recognizable to the children, and have them available for community programs, etc.]*
3. *The Advisory Board questioned if the FSS Program will help a successful tenant purchase a home at the end of their contract. The Authority responded that at this time there is not a Home Ownership Program, but through referrals to other agencies were able to provide assistance to successful participants. Additionally, the Authority will implement a Home Ownership Program in the next fiscal year.*

# Attachment I. Organization Chart

## Westmoreland County Housing Authority



**Table Library**

# Public Housing Drug Elimination Program Plan

Westmoreland County Housing Authority

Pa018a01

**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 \$ 475,167.00**

**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

Westmoreland County Housing Authority's (WCHA) approach to reducing/eliminating drug and drug-related crime will focus on prevention activities. Resource centers, established under FY 1998 & FY 1999 PHDEP, will continue to provide prevention and youth recreational activities to the nine, targeted public housing communities. Prevention activities support the following goals: increase parenting skills, assist youth and adults in job search for gainful employment, provide educational materials and activities to decrease substance abuse, drug addiction, and the threat of violence in families and the public housing community. Through ongoing educational, social, and recreational programs, the PHDEP programming will increase residents' (youth and adult) awareness of the ill effects of drugs and provide them with alternatives to drugs and drug-related crime. WCHA Comp Grant monies compliment the PHDEP program by funding police sub-stations and additional police patrols, to increase police visibility and improve police/tenant relationships.

**E. Target Areas**

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

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
East Kensington Manor (includes E. Ken Annex)	178	304
Kensington Manor	105	117
Arnold Townhouses	20	37
Park Manor	102	152
Highland Manor	50	118
West Hempfield Townhouses	40	100
Derry Townhouses	50	102
Latrobe Townhouses	20	53
Jeannette Townhouses	30	58

## F. Duration of Program

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

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

## G. PHDEP Program History

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

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					
FY 1996					
FY 1997					
FY 1998	X \$ 426,870.00	PA28DEP0180198	\$ 0.00		11/19/00
FY 1999	X \$ 425,365.00	PA28DEP0180199	\$ 0.00		1/18/01
FY 2000	X \$ 443,317.00	PA28DEP0180100	\$ 383,086.70		6/30/01

## 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.

Westmoreland County Housing Authority’s (WCHA) drug/crime reduction strategy is two-fold. First, WCHA is enforcing the One Strike Policy within all public housing communities. WCHA is using Comp Grant funds to provide additional law enforcement at four public housing sites. Second, WCHA will continue its attack on drugs and drug-related crime through prevention activities funded by the PHDEP. WCHA has provided facilities for six resource centers as the core for prevention activities. The six PHDEP resource centers are established at public housing communities in Monessen (2), New Kensington (2), Derry/Latrobe, Irwin/North Huntingdon and service scattered housing sites in Arnold, Latrobe, and Jeannette. These communities are located in and around high crime areas. WCHA is sub-contracting with Saint Vincent College Prevention Projects (SVCPP) to provide prevention programming to meet the following goals: increase substance abuse awareness among youth and adults; provide outreach and referrals for drug treatment and intervention; increase residents’ educational level and skills; increase employability and employment opportunities for youth and adults; build a sense of community; enhance parenting skills; provide recreational and cultural activities as alternatives to drugs and drug-related crime. WCHA receives monthly reports from each resource center and semi-annual reports from SVCPP. WCHA and SVCPP meet monthly to monitor prevention activities and review monthly reports.

## B. PHDEP Budget Summary

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

FY <u>2001</u> PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 – Reimbursement of Law Enforcement	0
9120 – Security Personnel	0
9130 – Employment of Investigators	0
9140 – Voluntary Tenant Patrol	0
9150 – Physical Improvements	0
9160 – Drug Prevention	\$ 108,730.00
9170 – Drug Intervention	0
9180 – Drug Treatment	0
9190 – Other Program Costs	\$ 366,437.00
<b>TOTAL PHDEP FUNDING</b>	<b>\$ 475,167.00</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.

9110 – Reimbursement of Law Enforcement					Total PHDEP Funding: \$ 0		
Goal(s)	Reduce drug & drug-related crime in targeted public housing communities.						
Objectives	Increase police visibility in targeted public housing communities. Improve police/tenant relationships within targeted public housing communities.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1. Fund police sub-stations within East Ken Manor, Park Manor, and Highland Manor and add police patrol at Kensington Manor.					0	\$ 70,000 / Capital Funds	Monthly reports from police.
2.							

<b>9120 – Security Personnel</b>					<b>Total PHDEP Funding: \$ 0</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

<b>9130 – Employment of Investigators</b>					<b>Total PHDEP Funding: \$ 0</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

<b>9140 – Voluntary Tenant Patrol</b>					<b>Total PHDEP Funding: \$ 0</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

<b>9150 – Physical Improvements</b>					<b>Total PHDEP Funding: \$ 0</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							
<b>9160 – Drug Prevention</b>					<b>Total PHDEP Funding: \$ 108,730.00</b>		

Goal(s)	Prevent and reduce drug and drug-related crimes by providing substance abuse education and offering programs and activities as alternatives to drug and drug-related crime. Support the welfare reform. Provide recreational/cultural activities. Enhance and support the family/living environment of the public housing tenants.						
Objectives	1) Increase substance abuse awareness among youth and adults. Conduct outreach and referral for drug treatment. 2) Increase educational level and skills. 3) Increase employability and employment opportunities for youth and adults. 4) Build a sense of community. Organize, mobilize, and build a sense of community among residents. 5) Enhance parenting skills. 6) Provide recreational and cultural activities for youth. 7) Collect data on drug and drug-related crime within nine public housing communities.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Distribute educational flyers on drug abuse; provide educational, drug prevention programs; provide drug-free personal development activities; conduct outreach and referrals for drug treatment.	1041	Youth Adults	10/01	9/03	\$15,621		<u>Youth:</u> A. Distribute 1250 educational flyers on drug abuse. B. Provide 48 drug education programs to youth. C. Provide 48 drug-free, personal development activities to youth. D. Provide 24 referrals for substance abuse issues. E. Provide 24 hours of outreach/counseling. F. Provide transportation for substance abuse support services to 24 youth. <u>Adults:</u> A. Distribute 750 educational flyers on drug abuse. B. Provide 25 drug-free education programs to families. C. Provide 25 drug-free, personal development activities. D. Provide 24 referrals for substance abuse issues. E. Provide 24 hours of outreach/counseling. F. Provide transportation for substance abuse support services to 24 adults.
2. Distribute educational information; provide	1041	Youth Adults	10/01	09/03	\$ 15,621		<u>Youth:</u> A. Distribute

<p>information/referrals to G.E.D. and other education and services. Provide counseling to parents concerned about child's education; educational and health seminars.</p>							<p>educational information to 75 teens.</p> <p>B. Provide 40 referrals to G.E.D. and other educational services.</p> <p>C. Provide 20 collaborative/consultative services.</p> <p>D. Provide 900 hours of tutoring/ Homework assistance.</p> <p><u>Adults:</u></p> <p>A. Distribute 500 educational information flyers.</p> <p>B. Provide information &amp; make 50 referrals to G.E.D. &amp; other education services.</p> <p>C. Provide 20 collaborative/consultative services.</p> <p>D. Provide 100 hours of education for health/social services.</p> <p>E. Provide 10 activities relating to health/social services.</p>
<p>3. Enhance employment readiness; distribute career information; provide career/job-related activities; link to job centers &amp; market; provide technical support; computer access and classes.</p>	<p>1041</p>	<p>Youth Adult</p>	<p>10/01</p>	<p>09/03</p>	<p>\$ 15,621</p>		<p><u>Youth:</u></p> <p>A. Distribute 600 pieces of career information.</p> <p>B. Provide 36 career/job-related activities.</p> <p>C. Provide 48 hours of related education.</p> <p><u>Adults:</u></p> <p>A. Distribute 600 flyers on job development/career exploration.</p> <p>B. Provide linkage to job centers &amp; markets for 60 adult residents.</p> <p>C. Provide referrals for consultation &amp; support for 24 residents.</p> <p>D. Provide 24 employment activities.</p> <p>E. Provide 120 hours of related education.</p>

							F. Provide job-related transportation for 30 residents.
4. Engage residents in community activities; provide consultation and outreach for crime prevention, home safety, and sexual/domestic violence; provide safe-night activities; promote leadership for positive community change.	1041	Youth Adults	10/01	09/03	\$ 15,621		<u>Youth:</u> A. Engage 120 youth in community activities. B. Provide 24 outreach programs for crime prevention and home safety. C. Initiate 72 on-going safe night activities for youth. D. Promote 24 leadership programs for positive, community change. <u>Adult:</u> A. Support neighborhood groups with 600 pieces of information on safety, crime, & substance abuse. B. Provide 24 referrals to domestic and sexual abuse services. C. Provide 24 crime prevention programs.
5. Distribute information on parenting; provide outreach and referral services for parenting; provide skill development programs.	470	Adults	10/01	09/03	\$ 15,621		<u>Adults:</u> A. Distribute 600 pieces of informational literature on parenting. B. Provide outreach and referral services for 36 residents. C. Provide 24 hours of consultation and 24 skill development programs. D. Provide 72 drug-free, family activities. E. Provide transportation to family/support services for 36 residents.
6. Provide drug-free activities within the housing community; distribute information and provide opportunity for youth and adults to link	1041	Youth Adults/Families	10/01	09/03	\$ 15,625		<u>Youth:</u> A. Provide 72 drug-free events. B. Engage youth in 120 recreational/ cultural activities in the

with community centers, parks, theaters, and schools.							community. C. Distribute 600 flyers that include cultural information from local parks, universities, & churches to community youth. <u>Adults/Families:</u> A. Provide 72 drug-free, adult/family activities. B. Distribute 240 flyers on cultural fairs, seminars, etc. C. Establish 120 new linkages with community centers, agencies, etc.
7. Compilation of crime statistics for targeted public housing communities and adjacent areas.	1041	Youth Adults	10/01	09/03	\$ 15,000		Statistics for drug and drug-related crimes in and around the nine targeted, public housing communities.

<b>9170 - Drug Intervention</b>						<b>Total PHDEP Funding: \$ 0</b>	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							

<b>9180 - Drug Treatment</b>						<b>Total PHDEP Funding: \$ 0</b>	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							

<b>9190 - Other Program Costs</b>						<b>Total PHDEP Funds: \$ 366,437.00</b>	
Goal(s)	Provide resource centers, in the hub of public housing communities, where youth and adults can easily access drug prevention programs. Resource centers will serve as a gathering site where residents can build a sense of community and be educated about the ill effects of drugs and drug abuse. The resource centers will support welfare reform efforts by providing career counseling, job readiness						

	activities, educational training, computer training, and job search. Centers will provide social, recreational and cultural programs as alternatives to drugs and drug-related crime.						
Objectives	Provide staff and facilities to maintain drug prevention activities.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Employ staff to provide programming for six public housing communities and three scattered sites. 1 - Prevention Program Operations Manager 1 - Community Prevention Manager 7 - Full time Community Prevention Specialists			10/01	09/03	\$339,270	SVCPP In-Kind	Successful programming will be measured by the number of residents attending the centers and The amount of time they spend at each resource center utilizing drug prevention activities. Successful programming will be measured by meeting the established prevention goals.
2. Provide facilities/ apartments for six resource centers.			10/01	09/03		WCHA In Kind	The establishment of a hub for public housing community prevention activities.
3. Administrative cost for audit, travel, etc.			10/01	09/03	\$27,167		Effective administering and monitoring of the PHDEP.

### **Section 3: Expenditure/Obligation Milestones**

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

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110				
9120				
9130				
9140				
9150				
9160 Prevention	Activities 1, 2, 3, 4, 5, 6, 7	\$ 108,730.00	Activities 1, 2, 3, 4, 5, 6, 7	\$ 108,730.00
9170				
9180				
9190 Other Cost	Activities 1, 2, 3	\$ 366,437.00	Activities 1, 2, 3	\$ 366,437.00
<b>TOTAL</b>		\$ 475,167.00		\$ 475,167.00

#### **Section 4: Certifications**

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

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

PHA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>	Grant Type and Number Capital Fund Program Grant No: <b>PA28P018501-01</b> Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2001</b>
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Original Annual Statement     
  Reserve for Disasters/Emergencies     
  Revised Annual Statement (revision no. )     
  Performance and Evaluation Report for Program Year Ending     
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	281,270.00	-	-	-
3	1408 Management Improvements	75,000.00	-	-	-
4	1410 Administration	289,066.00	-	-	-
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	135,000.00	-	-	-
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	20,000.00	-	-	-
10	1460 Dwelling Structures	2,292,544.00	-	-	-
11	1465.1 Dwelling Equipment - Nonexpendable	-	-	-	-
12	1470 Nondwelling Structures	20,000.00	-	-	-
13	1475 Nondwelling Equipment	-	-	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	-	-	-	-
20	1502 Contingency	-	-	-	-
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 3,112,880.00	\$ -	\$ -	\$ -
22	Amount of line 21 Related to LBP Activities	-	-	-	-
23	Amount of line 21 Related to Section 504 Compliance	-	-	-	-
24	Amount of line 21 Related to Security - Soft Costs	-	-	-	-
25	Amount of line 21 Related to Security - Hard Costs	-	-	-	-
26	Amount of line 21 Related to Energy Conversation Measures	-	-	-	-

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

PHA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA28P018501-01</b> Replacement Housing Factor Grant: <b>0</b>			Federal FY of Grant: <b>2001</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>PA 18-4</b>								
<b>KEN</b>								
<b>MANOR</b>	<b>WINDOW REPLACEMENT</b>	<b>1460.00</b>	<b>312</b>	<b>110,000.00</b>				
<b>PA 18-7</b>	<b>RELINE BATHTUBS</b>	<b>1460.00</b>	<b>50</b>	<b>10,000.00</b>				
<b>PLEASANT</b>	<b>ENTRANCE SIGN</b>	<b>1450.00</b>	<b>1</b>	<b>5,000.00</b>				
<b>MANOR</b>	<b>REPLACE HOT WATER TANKS</b>	<b>1460.00</b>	<b>50</b>	<b>20,000.00</b>				
<b>PA 18-14</b>	<b>RENOVATE ELEVATOR</b>	<b>1460.00</b>	<b>2</b>	<b>200,000.00</b>				
<b>PARNASSUS</b>								
<b>MANOR</b>								
<b>PA 18-8H</b>	<b>ENCLOSE STAIRWAYS</b>	<b>1460.00</b>	<b>50</b>	<b>50,000.00</b>				
<b>HIGHLAND</b>	<b>REPAIR BOWED CEILINGS</b>	<b>1460.00</b>	<b>50</b>	<b>40,000.00</b>				
<b>MANOR</b>	<b>CONSTRUCT ROOF OVER</b>	<b>1460.00</b>	<b>4</b>	<b>50,000.00</b>				
	<b>UPPER TOWNHOUSES BACK</b>							

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

PHA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA28P018501-01</b> Replacement Housing Factor Grant: <b>0</b>				Federal FY of Grant: <b>2001</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA 18-26 ST. CLAIR MANOR	ROOF AND EXTERIOR REPAIRS INCLUDING GABLE END PORCH SOFFIT, FASCIA, GUTTERS, DOWNSPOUTS, ENTRANCE AND STORM DOORS	1460.00	60	150,000.00				
	TRAPS, VALVES, FIXTURES	1460.00	60	60,000.00				
	ELECTRIC METER SOCKETS	1460.00	60	30,000.00				
	LIGHT FIXTURE UPGRADE	1460.00	60	30,000.00				
	INTERIOR DOORS	1460.00	60	18,000.00				
	BATHROOM RENOVATIONS	1460.00	60	120,000.00				
	KITCHEN RENOVATIONS	1460.00	60	210,000.00				
	REPLACE 2ND FLOOR TILE	1460.00	30	30,000.00				
PA 18-14 JEANNETTE MANOR	ELEVATOR RENOVATION CLEAN AND SEAL BUILDING EXTERIOR	1460.00	2	200,000.00				
	DEVELOP OUTDOOR COMMUNITY SPACE	1450.00	1	15,000.00				
PA 18-12 IRWIN MANOR	REPLACE GAS VALVES IN EFFICIENCY APARTMENTS	1460.00	50	7,400.00				
	REPLACE BATHROOM VANITIES	1460.00	74	22,200.00				

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

PHA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA28P018501-01</b> Replacement Housing Factor Grant: <b>0</b>				Federal FY of Grant: <b>2001</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA 18-12 IRWIN MANOR	REPLACE WATER CLOSETS	1460.00	74	14,800.00				
	TILE							
	REPLACE KITCHEN FLOOR	1460.00	74	20,000.00				
	TILE							
PA 18-1 EAST KEN MANOR	FLAT ROOF OVER GARAGE	1470.00	1	20,000.00				
	REPLACE FLUE PIPE FROM FURNACE AND HOT WATER TANK THROUGH THE ROOF	1460.00	63	63,000.00				
PA 18-5 EASTGATE MANOR	REPLACE APARTMENT FLOOR	1460.00	50	100,000.00				
	TILE							
	REPLACE COMMON AREA FLOOR TILE	1460.00	50	65,000.00				
	REPLACE BUILDING ENTRANCE DOORS	1460.00	1	20,000.00				

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

PHA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA28P018501-01</b> Replacement Housing Factor Grant: <b>0</b>				Federal FY of Grant: <b>2001</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>PA 18-5</b> <b>EASTGATE</b> <b>MANOR</b>	<b>REPLACE APARTMENT ENTRY DOORS</b>	<b>1460.00</b>	<b>50</b>	<b>25,000.00</b>				
	<b>INSTALL NEW INTEROM SYSTEM</b>	<b>1460.00</b>	<b>1</b>	<b>50,000.00</b>				
<b>PA 18-6</b> <b>VALLEY</b> <b>MANOR</b>	<b>REPLACE APARTMENT FLOOR TILE AND COVE BASE</b>	<b>1460.00</b>	<b>72</b>	<b>144,000.00</b>				
	<b>UPDATE FIRE ALARM SYSTEM</b>	<b>1460.00</b>	<b>1</b>	<b>15,000.00</b>				
	<b>LIGHTING UPDATE: INTERIOR AND EXTERIOR</b>	<b>1460.00</b>	<b>72</b>	<b>40,000.00</b>				
	<b>REPLACE COMMON AREA FLOOR TILE</b>	<b>1460.00</b>	<b>72</b>	<b>75,000.00</b>				
<b>PA 18-9</b> <b>ARNOLD</b> <b>MANOR</b>	<b>REPLACE COMMON AREA FLOOR TILE</b>	<b>1460.00</b>	<b>9</b>	<b>75,000.00</b>				
<b>PA 18-11</b> <b>MCMURTRY</b> <b>TOWERS</b>	<b>ENLARGE THE COMMUNITY ROOM BY EXPANDING INTO ADJACANT STORAGE ROOM AT REAR OF EXISTING COMMUNITY ROOM</b>	<b>1460.00</b>	<b>1</b>	<b>81,144.00</b>				
<b>PHA WIDE</b>	<b>HARD TO RENT UNITS</b>	<b>1460.00</b>		<b>100,000.00</b>				

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

PHA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA28P018501-01</b> Replacement Housing Factor Grant: <b>0</b>				Federal FY of Grant: <b>2001</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>PHA WIDE</b>	<b>ARCHITECT AND ENGINEERING</b>	<b>1430.00</b>	<b>1</b>	<b>135,000.00</b>				
	<b>FEE</b>							
	<b>ADMINISTRATION:</b>							
	<b>NON-TECHNICAL SALARIES:</b>							
	<b>EXECUTIVE DIRECTOR</b>	<b>1410.00</b>	<b>1</b>	<b>20,328.00</b>				
	<b>DEPUTY EXECUTIVE DIRECTOR</b>	<b>1410.00</b>	<b>1</b>	<b>13,553.00</b>				
	<b>PROJECT MANAGER</b>	<b>1410.00</b>	<b>1</b>	<b>9,814.00</b>				
	<b>CHIEF ACCOUNTANT</b>	<b>1410.00</b>	<b>1</b>	<b>6,643.00</b>				
	<b>PURCHASING AGENT</b>	<b>1410.00</b>	<b>1</b>	<b>5,691.00</b>				
	<b>REHABILITATION ADMIN</b>	<b>1410.00</b>	<b>1</b>	<b>39,360.00</b>				
	<b>CLERK TYPIST</b>	<b>1410.00</b>	<b>1</b>	<b>2,321.00</b>				
	<b>TECHNICAL SALARIES:</b>							
	<b>CLERK OF THE WORKS</b>	<b>1410.00</b>	<b>1</b>	<b>41,073.00</b>				
	<b>ASSISTANT CLERK OF WORKS</b>	<b>1410.00</b>	<b>1</b>	<b>38,352.00</b>				
	<b>FRINGE BENEFITS:</b>							
	<b>%OF GROSS SALARY</b>							
	<b>F.I.C.A. = 7.65%</b>	<b>1410.00</b>	<b>9</b>	<b>13,289.00</b>				
	<b>PENSION = 14%</b>	<b>1410.00</b>	<b>9</b>	<b>24,321.00</b>				
	<b>HEALTH, LIFE, WORKERS</b>							
	<b>COMP. INSURANCE = 14%</b>	<b>1410.00</b>	<b>9</b>	<b>24,321.00</b>				
	<b>SUNDRY: BID ADVERTISEMENT, ETC.</b>	<b>1410.00</b>		<b>50,000.00</b>				









**Actual Comprehensive Grant  
Cost Certificate**  
Comprehensive Grant Program (CGP)

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

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

PHA/IHA Name  <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>	Comprehensive Grant Number <b>PA28P018501-01</b>
	FFY of Grant Approval <b>2001</b>

The PHA/IHA hereby certifies to the Department of Housing and Urban Development as follows:

1. That the total amount of Modernization Cost (herein called the "Actual Modernization Cost") of the Comprehensive Grant, is as shown below:

A. Original Funds Approved	<b>\$ 3,112,880.00</b>
B. Revised Funds Approved	-
C. Funds Advanced	
D. Funds Expended (Actual Modernization Cost)	-
E. Amount to be Recaptured (A-D)	<b>3,112,880.00</b>
F. Excess of Funds Advanced (C-D)	<b>\$ -</b>

2. That all modernization work in connection with the Comprehensive Grant has been completed;
3. That the entire Actual Modernization Cost or liabilities therefor incurred by the PHA/IHA have been fully paid;
4. That there are no undischarged mechanics', laborers', contractors', or material-men's liens against such modernization work on public office where the same should be filed in order to be valid against such modernization work; and
5. That the time in which such liens could be filed has expired.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729)

Signature  <b>X</b>	Date  <b>08/13/2001</b>
---------------------------	-------------------------------

**For HUD Use Only**

The Cost Certificate is approved for audit.

Approved for Audit (Director, Public Housing Division)  <b>X</b>	Date
--	------

The audited costs agree with the costs shown above.

Verified (Director, Public Housing Division)  <b>X</b>	Date
--	------

Approved (Field Office Manager)  <b>X</b>	Date
---	------

**Actual Modernization  
Cost Certificate**

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

OMB Approval No. 2577-0044 (exp. 12/31/99)  
OMB Approval No. 2577-0157 (exp. 12/31/99)

**Comprehensive Improvement Assistance Program (CIAP)  
Comprehensive Grant Program (CGP)**

Public reporting burden for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Paperwork Reduction Project (2577-0044 and 0157), Office of Information Technology, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

**Do not send this form to the above address.**

This collection of information requires that each Housing Authority (HA) submit information to enable HUD to initiate the fiscal closeout process. The information will be used by HUD to determine whether the modernization grant is ready to be audited and closed out. The information is essential for audit verification and fiscal close out. Responses to the collection are required by regulation. The information requested does not lend itself to confidentiality.

HA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>	Modernization Project Number: <b>PA28P018501-01</b>
--	--

The HA hereby certifies to the Department of Housing and Urban Development as follows:

1. That the total amount of Modernization Cost (herein called the "Actual Modernization Cost") of the Modernization Grant, is as shown below:

A. Original Funds Approved	\$	-
B. Funds Disbursed	\$	-
C. Funds Expended (Actual Modernization Cost)	\$	-
D. Amount to be Recaptured (A - C)	\$	-
E. Excess of Funds Disbursed (B - C)	\$	-

2. That all modernization work in connection with the Modernization Grant has been completed;

3. That the entire Actual Modernization Cost or liabilities therefore incurred by the HA have been fully paid;

4. That there are no undischarged mechanics', laborers', contractors', or material-men's liens against such modernization work on file in any public office where the same should be filed in order to be valid against such modernization work; and

5. That the time in which such liens could be filed has expired.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Signature of Executive Director & Date:

X

**8/13/2001**

**For HUD Use Only**

**The Cost Certificate is approved for audit:**

Approved for Audit (Director, Office of Public Housing / ONAP Administrator)

Date:

X

**The audited costs agree with the costs shown above:**

Verified: (Designated HUD Official)

Date:

X

Approved: (Director, Office of Public Housing / ONAP Administrator)

Date:

X

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

PHA Name <b>WESTMORELAND COUNTY HOUSING</b>		<input checked="" type="checkbox"/> Original 5-Year <input type="checkbox"/> Revision No.			
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: <b>2003</b> PHA FY: <b>10/01/2002</b>	Work Statement for Year 3 FFY Grant: <b>2004</b> PHA FY: <b>10/01/2003</b>	Work Statement for Year 4 FFY Grant: <b>2005</b> PHA FY: <b>10/01/2004</b>	Work Statement for Year 5 FFY Grant: <b>2006</b> PHA FY: <b>10/01/2005</b>
PA 18-1/18-16	<b>Annual Statement</b>	504,000.00		327,000.00	728,000.00
PA 18-2		341,600.00			
PA18-4			909,600.00	250,000.00	
PA 18-5		239,500.00		160,000.00	437,500.00
PA 18-6		189,000.00		211,700.00	
PA 18-7			120,000.00		
PA 18-8W/18-8H			446,500.00		649,500.00
PA 18-9				39,000.00	38,000.00
PA 18-10			330,500.00		
PA 18-11				108,000.00	720,000.00
PA18-12			43,000.00		
PA 18-13				100,000.00	
PA 18-14			215,000.00		
PA 18-15				124,000.00	
PA 18-17				645,000.00	
PHA WIDE			160,000.00	75,000.00	275,000.00
PA 18-19					442,000.00
PA 18-20					
PA 18-23		200,000.00			
PA 18-24		100,000.00			
PA 18-25		49,000.00			
PA 18-26		26,000.00			
PA18-40		117,500.00			
PA 18-28					
PA 18-29			235,000.00	426,000.00	
CFP Funds Listed for 5-year planning		2,961,600.00	2,355,600.00	2,407,700.00	2,332,000.00
Replacement Housing Factor Funds					



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

Activities for Year 1	Activities for Year: <u>2003</u> FFY Grant: <u>2004</u> PHA FY: <u>10/01/2002</u>			Activities for Year: <u>2004</u> FFY Grant: <u>2005</u> PHA FY: <u>10/01/2003</u>		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	PA 18-25 NEW FLORENCE MANOR	REPLACE PATIOS	\$24,000.00	PA 18-13 LATROBE MANOR	PAINT STAIRWELLS	\$15,000.00
		COMMUNITY ROOM RENOVATIONS	15,000.00		REPLACE ROOF	85,000.00
		ADDITIONAL PARKING	10,000.00	PA 18-4 KEN MANOR	BATHROOM REPAIRS	53,000.00
					HI-RISE TRASH COMPACTOR	10,000.00
	PA 18-26 ST. CLAIR MANOR	GENERATOR	5,000.00		INTERCOM SYSTEM	35,000.00
		CURTAIN RODS	6,000.00		APT ENTRANCE DOOR	53,000.00
		COMMUNITY ROOM RENOVATIONS	15,000.00		CLOSET DOORS	101,000.00
	PA 18-40 DERRY TOWNHOUSES	REPLACE SIDING	50,000.00	PA 18-4 KEN MANOR TOWNHOUSES	ROOF REPLACEMENT	120,000.00
		OUTDOOR STORAGE	25,000.00		STACKS & FLUES	45,000.00
		REPLACE WATER CLOSETS	12,500.00		BREAKER PANELS	25,000.00
		FENCING	15,000.00		EXTERIOR LIGHTING	50,000.00
		LANDSCAPING	15,000.00		BATHROOM UPGRADE	75,000.00
					REPLACE SIDING	44,000.00
					REPLACE FURNACES	50,000.00
	PA 18-8 WESTGATE MANOR	SECURITY SYSTEM	18,000.00		HOT WATER TANKS	25,000.00
		APT FLOOR TILE	125,000.00		UPGRADE SEWER & WATER LINES TO UNITS-MAIN & LATERAL	100,000.00
		SIDEWALK PATIO	10,000.00			
		ELEVATOR REPAIRS	130,000.00		INTERIOR LIGHTING	15,000.00
		CANOPY	7,500.00		COMMUNITY ROOM	15,000.00
		BATHROOM HEATERS	36,000.00		BOILER & HOT WATER TANK	
		HOT WATER TANK	15,000.00		WINDOW REPLMT	93,600.00
		CLEAN & SEAL BLDG	20,000.00			
		REPLACE ROOF	85,000.00			
	PA 18-10 SCOTTDAL E MANOR	REPLACE SIDEWALK	15,000.00	PA 18-7 PLEASANT MANOR	RELIN E TUBS	75,000.00
		SIT EWORK	15,000.00		ENTRANCE SIGN	5,000.00
		LIGHT FIXTURES	45,500.00		ELECTRICAL UPGRAD	40,000.00
		EXPAND LAUNDRY	55,000.00			
		ELEVATOR	200,000.00			
	<b>Total CFP Estimated Cost</b>		\$ 969,500.00			\$ 1,129,600.00



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

Activities for Year: <u>2005</u> FFY Grant: <u>2006</u> PHA FY: <u>10/01/2004</u>			Activities for Year: <u>2006</u> FFY Grant: <u>2007</u> PHA FY: <u>10/01/2005</u>		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
PA 18-1 EAST KEN	APT ENTRY DOORS	\$126,000.00	PA 18-5 EASTGATE	SHOWERS/TUB SURR	\$50,000.00
	STORM DOORS	88,200.00		KITCHEN RENOVATION	100,000.00
	ADDRESS NUMBERS	12,600.00		BATHROOM RENOVAT	75,000.00
	EXHAUST FANS	25,200.00		ELEVATOR	200,000.00
	PARKLET FENCING	75,000.00		LANDSCAPING	10,000.00
PA 18-5 EASTGATE	APT ENTRY DOORS	50,000.00		COMMUNITY ROOM BI-FOLD DOORS	2,500.00
	INTERCOM SYSTEM	50,000.00			
	COMMUNITY ROOM FURNITURE	5,000.00	PA 18-8 HIGHLAND	APPLIANCES	37,500.00
	CLEAN & SEAL BLDG	15,000.00		BATHROOM & KITCHEN FIXTURES	12,500.00
RENOVATE PUBLIC RESTROOMS	40,000.00	ENTRY & STORM DOOR		50,000.00	
		ROOF REPLACEMENT		255,000.00	
PA 18-6 VALLEY	LAUNDRY TUBS, VALVES	2,500.00		WINDOW REPLACEMNT	100,000.00
	FAUCETS			FIRE EXTINGUISHERS	5,000.00
	INSTALL WALLMOUNTED	7,200.00		BI-FOLD CLOSET DOOR	50,000.00
	SHOWERS			PLUMBING UPDATE	50,000.00
	ALL NEW FAUCETS	20,000.00		FLOOR TILE AT	10,000.00
	WATER CLOSETS	7,200.00		BOTTOM STAIR LANDING	
	REAR ENTRANCE DOOR	1,000.00		ACCESS DOOR BELOW	9,500.00
	FIRST FLOOR DROP	12,000.00		2ND FL BATHROOM	
	CEILING			COVE BASE	25,000.00
	SWITCHES & OUTLETS	36,000.00		SIDEWALKS	45,000.00
	FIRE ALARM SYSTEM	15,000.00			
	EXTERIOR LIGHTING	5,000.00	PA 18-19 GREENSBURG TOWNHOUSES	PLAYGROUND	15,000.00
	EXIT LIGHTS	5,000.00		FLOOR REPAIR & NEW	50,000.00
STAIRWELL LIGHTS	15,000.00	FLOOR TILE			
REPLACE KITCHEN LIGHTS	10,800.00	WINDOW REPLACEMNT		65,000.00	
COMMON AREA FLOOR TILE REPLACEMENT	75,000.00	ENTRY/STORM DOORS		20,000.00	
		ROOF, GUTTER, DWNSP		85,000.00	
		FURNACES		50,000.00	
		INTERIOR DOORS		20,000.00	
<b>Total CFP Estimated Cost</b>		<b>\$ 698,700.00</b>			<b>\$ 1,392,000.00</b>

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

Activities for Year: <u>2005</u> FFY Grant: <u>2006</u> PHA FY: <u>10/01/2004</u>			Activities for Year: <u>2006</u> FFY Grant: <u>2007</u> PHA FY: <u>10/01/2005</u>		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
PA 18-4 KEN MANOR TOWNHOUSES	KITCHEN UPGRADE	\$200,000.00	PA 18-19 GREENSBURG TOWNHOUSES	TUB/SURROUNDS	\$15,000.00
	DOORS ENT & STORM	50,000.00		KITCHEN RENOVATION	50,000.00
				BATHROOM RENOVAT	50,000.00
PA 18-9 ARNOLD	COMMUNITY ROOM	2,500.00		INTERIOR LIGHTING	13,000.00
	VENTILATION FAN			HOT WATER TANKS	9,000.00
	INSTALL KNOBS ON	20,000.00			
	KITCHEN CABINETS				
	FLAGPOLE W/ LIGHT	500.00			
	SECURITY SYSTEM	15,000.00			
PA 18-29 TRAFFORD	REPLACE ALL PUMPS	12,000.00			
	& VALVES		PA 18-16 EAST KEN ANNEX	EXTERIOR LIGHTS	25,000.00
	FIRE ALARM SYSTEM	50,000.00			
	UPGRADE ELECTRICAL	60,000.00			
	SYSTEM		PA 18-1 EAST KEN	SHOWER KITS	31,500.00
	RPLACE STOPS, TRAPS	45,000.00		KITCHEN & BATH GFI'S	31,500.00
	VALVES			WATER PRESSURE REG	31,500.00
	HALLWAY CARPET	75,000.00		EXTERIOR SEWER LINE	200,000.00
	REPLACE BATHROOM	74,000.00		GAS & WATER CURBBO	45,000.00
	FIXTURES & FAUCETS			SEWER CLEAN OUT CAP	15,000.00
	SITE IMPROVEMENTS	20,000.00		CLOSET BI-FOLD DOOR	189,000.00
	REPLACE COMMON	25,000.00		GUTTERS & DOWNSP	65,000.00
	AREA CEILING TILE			INTERIOR LIGHTING	94,500.00
	REMOVE & REPLACE	65,000.00			
	VINYL WALL COVERING		PHA WIDE	ADDITIONAL POLICE	75,000.00
			MANAGEMENT IMPROV	PATROLS	
PHA WIDE	CONDUCT A STUDY TO	200,000.00			
	DETERMIBE THE				
	FEASIBILITY OF CON-				
	VERTING EFFICIENCY				
	APTS TO 1 BEDROOM				
	UNITS IN ALL HI-RISES				
	AND FAMILY PROJECTS				
	<b>Total CFP Estimated Cost</b>	<b>\$ 914,000.00</b>			<b>\$ 940,000.00</b>



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

PHA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>	Grant Type and Number Capital Fund Program Grant No: <b>PA28P018501-00</b> Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2000</b>
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Original Annual Statement     
 Reserve for Disasters/Emergencies     
 Revised Annual Statement (revision no. )  
 Performance and Evaluation Report for Program Year Ending **03/31/2001**     
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	225,320.00	-	-	-
3	1408 Management Improvements	70,000.00	-	-	-
4	1410 Administration	247,685.00	-	-	-
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	130,000.00	-	-	-
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	97,500.00	-	-	-
10	1460 Dwelling Structures	2,194,000.00	-	-	-
11	1465.1 Dwelling Equipment - Nonexpendable	-	-	-	-
12	1470 Nondwelling Structures	-	-	-	-
13	1475 Nondwelling Equipment	87,076.00	-	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	-	-	-	-
20	1502 Contingency	-	-	-	-
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 3,051,581.00	\$ -	\$ -	\$ -
22	Amount of line 21 Related to LBP Activities	-	-	-	-
23	Amount of line 21 Related to Section 504 Compliance	-	-	-	-
24	Amount of line 21 Related to Security - Soft Costs	-	-	-	-
25	Amount of line 21 Related to Security - Hard Costs	-	-	-	-
26	Amount of line 21 Related to Energy Conversation Measures	-	-	-	-

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

PHA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA28P018501-00</b> Replacement Housing Factor Grant: <b>0</b>				Federal FY of Grant: <b>2000</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>PA 18-28</b>	<b>REPLACE ALL FAUCETS</b>	<b>1460.00</b>	<b>125</b>	<b>30,000.00</b>				
	<b>REPLACE ALL RISER VALES</b>	<b>1460.00</b>	<b>8</b>	<b>32,000.00</b>				<b>THESE</b>
	<b>REPLACE ALL STOPS, TRAPS</b>	<b>1460.00</b>	<b>125</b>	<b>124,000.00</b>				<b>WORK</b>
	<b>BATHROOM FIXTURES</b>							<b>ITEMS</b>
	<b>REPLACE LOBBY CEILING</b>	<b>1460.00</b>	<b>1</b>	<b>15,000.00</b>				<b>WERE</b>
	<b>REPLACE STORE FRONT</b>	<b>1460.00</b>	<b>1</b>	<b>15,000.00</b>				<b>MOVED</b>
	<b>REPAIR HALLWAY BETWEEN</b>	<b>1460.00</b>	<b>1</b>	<b>40,000.00</b>				<b>TO AN</b>
	<b>RESTROOMS AND ELEVATOR</b>							<b>EARLIER</b>
	<b>REPLACE CHILLERS</b>	<b>1460.00</b>	<b>2</b>	<b>40,000.00</b>				<b>CGP YEAR</b>
	<b>REPLACE MAKE UP AIR</b>	<b>1460.00</b>	<b>1</b>	<b>20,000.00</b>				<b>IN ORDER</b>
	<b>REPLACE ALL EXHAUST FANS</b>	<b>1460.00</b>	<b>125</b>	<b>25,000.00</b>				<b>TO MORE</b>
	<b>REPLACE FIRE ALARM SYSTEM</b>	<b>1460.00</b>	<b>1</b>	<b>50,000.00</b>				<b>EFFICIENTLY</b>
	<b>REPLACE COMMUNITY ROOM</b>	<b>1460.00</b>	<b>1</b>	<b>15,000.00</b>				<b>OBLIGATE</b>
	<b>HEATING &amp; COOLING UNITS</b>							<b>FUNDS</b>
	<b>REPLACE ALL PUMPS &amp; VALVES</b>	<b>1460.00</b>		<b>15,000.00</b>				
	<b>UPGRADE APARTMENT LIGHTING</b>	<b>1460.00</b>	<b>125</b>	<b>50,000.00</b>				
	<b>UPGRADE EXTERIOR LIGHTING</b>	<b>1460.00</b>		<b>20,000.00</b>				
	<b>UPGRADE COMMON AREA LIGHT</b>	<b>1460.00</b>		<b>10,000.00</b>				
	<b>REPLACE ROOF</b>	<b>1460.00</b>	<b>1</b>	<b>85,000.00</b>				
	<b>REPLACE COMMON AREA</b>	<b>1460.00</b>		<b>80,000.00</b>				
	<b>FLOOR TILE</b>							
	<b>INSTALL TUB SURROUNDS</b>	<b>1460.00</b>	<b>125</b>	<b>50,000.00</b>				
	<b>LOWER BURRELL TOTAL</b>			<b>716,000.00</b>				
<b>PA 18-12</b>	<b>ROOF REPLACEMENT</b>	<b>1460.00</b>	<b>1</b>	<b>85,000.00</b>				<b>NO</b>
<b>IRWIN</b>								<b>ACTIVITY</b>
<b>MANOR</b>	<b>IRWIN MANOR TOTAL</b>			<b>85,000.00</b>				

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

PHA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA28P018501-00</b> Replacement Housing Factor Grant: <b>0</b>				Federal FY of Grant: <b>2000</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA 18-1	SHOWER KITS	1460.00	126	25,000.00				
EAST KEN	KITCHEN & BATH GFI'S	1460.00	126	25,000.00				
MANOR	WATER PRESSURE REGULATORS	1460.00	126	20,000.00				NO
	LATERAL EXTERIOR SEWER	1450.00	126	50,000.00				ACTIVITY
	LINES (UNIT TO MAIN SEWER)							
	GAS & WATER CURBBOX	1450.00	126	25,000.00				
	SEWER CLEAN OUT CAPS	1450.00	126	2,500.00				
	EAST KEN MANOR TOTAL			147,500.00				
PA 18-2	REPLACE WINDOW LINTELS	1460.00	102	50,000.00				NO
PARK	REPLACE ENTRANCE DOORS &	1460.00	102	100,000.00				ACTIVITY
MANOR	JAMBS							
	REPLACE FURNACES	1460.00	102	255,000.00				
	PARK MANOR TOTAL			405,000.00				
PA 18-4	REPLACE BI-FOLD DOORS	1460.00	52	215,000.00				NO
KEN								ACTIVITY
MANOR	KEN MANOR TOTAL			215,000.00				
PA 18-14	HOT WATER TANKS	1460.00	100	25,000.00				
JEANNETTE	CITY WATER SERVICE TO BLDG	1460.00	1	20,000.00				NO
MANOR	REPLACE SIDEWALKS	1450.00	1	10,000.00				ACTIVITY
	WATER CLOSETS	1460.00	100	15,000.00				
	INTERIOR DOORS	1460.00	100	25,000.00				



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

PHA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA28P018501-00</b> Replacement Housing Factor Grant: <b>0</b>				Federal FY of Grant: <b>2000</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>PHA WIDE</b>	<b>ADMINISTRATION:</b>							
	<b>NON-TECHNICAL SALARIES:</b>							
	EXECUTIVE DIRECTOR	1410.00	1	19,641.00				
	DEPUTY EXECUTIVE DIRECTOR	1410.00	1	13,095.00				
	PROJECT MANAGER	1410.00	1	9,483.00				
	CHIEF ACCOUNTANT	1410.00	1	6,419.00				
	PURCHASING AGENT	1410.00	1	5,499.00				
	REHABILITATION ADMINISTRATOR	1410.00	1	36,659.00				
	CLERK TYPIST II	1410.00	1	2,243.00				
	<b>TECHNICAL SALARIES:</b>							
	CLERK OF WORKS	1410.00	1	39,685.00				
	ASSISTANT CLERK OF WORKS	1410.00	1	35,123.00				
	<b>FRINGE BENEFITS: % OF GROSS SALARY</b>							
	F.I.C.A. = 7.65%	1410.00	9	12,840.00				
	PENSION = 14%	1410.00	9	23,499.00				
	HEALTH, LIFE, WORKERS							
	COMP INSURANCE = 14%	1410.00	9	23,499.00				
	<b>SUNDRY EXPENSES:</b>							
	BID ADVERTISEMENT	1410.00		20,000.00				











**Actual Comprehensive Grant  
Cost Certificate**  
Comprehensive Grant Program (CGP)

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

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

PHA/IHA Name  <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>	Comprehensive Grant Number <b>PA28P018501-00</b>
	FFY of Grant Approval <b>2000</b>

The PHA/IHA hereby certifies to the Department of Housing and Urban Development as follows:

1. That the total amount of Modernization Cost (herein called the "Actual Modernization Cost") of the Comprehensive Grant, is as shown below:

A. Original Funds Approved	<b>\$ 3,051,581.00</b>
B. Revised Funds Approved	-
C. Funds Advanced	
D. Funds Expended (Actual Modernization Cost)	-
E. Amount to be Recaptured (A-D)	<b>3,051,581.00</b>
F. Excess of Funds Advanced (C-D)	<b>\$ -</b>

2. That all modernization work in connection with the Comprehensive Grant has been completed;  
 3. That the entire Actual Modernization Cost or liabilities therefor incurred by the PHA/IHA have been fully paid;  
 4. That there are no undischarged mechanics', laborers', contractors', or material-men's liens against such modernization work on public office where the same should be filed in order to be valid against such modernization work; and  
 5. That the time in which such liens could be filed has expired.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729)

Signature  <b>X</b>	Date  <b>08/15/2001</b>
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**For HUD Use Only**

The Cost Certificate is approved for audit.

Approved for Audit (Director, Public Housing Division)  <b>X</b>	Date
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The audited costs agree with the costs shown above.

Verified (Director, Public Housing Division)  <b>X</b>	Date
--	------

Approved (Field Office Manager)  <b>X</b>	Date
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**Actual Modernization  
Cost Certificate**

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

OMB Approval No. 2577-0044 (exp. 12/31/99)  
OMB Approval No. 2577-0157 (exp. 12/31/99)

**Comprehensive Improvement Assistance Program (CIAP)  
Comprehensive Grant Program (CGP)**

Public reporting burden for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Paperwork Reduction Project (2577-0044 and 0157), Office of Information Technology, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

**Do not send this form to the above address.**

This collection of information requires that each Housing Authority (HA) submit information to enable HUD to initiate the fiscal closeout process. The information will be used by HUD to determine whether the modernization grant is ready to be audited and closed out. The information is essential for audit verification and fiscal close out. Responses to the collection are required by regulation. The information requested does not lend itself to confidentiality.

HA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>	Modernization Project Number: <b>PA28P018501-00</b>
--	--

The HA hereby certifies to the Department of Housing and Urban Development as follows:

1. That the total amount of Modernization Cost (herein called the "Actual Modernization Cost") of the Modernization Grant, is as shown below:

A. Original Funds Approved	\$	-
B. Funds Disbursed	\$	-
C. Funds Expended (Actual Modernization Cost)	\$	-
D. Amount to be Recaptured (A - C)	\$	-
E. Excess of Funds Disbursed (B - C)	\$	-

2. That all modernization work in connection with the Modernization Grant has been completed;

3. That the entire Actual Modernization Cost or liabilities therefore incurred by the HA have been fully paid;

4. That there are no undischarged mechanics', laborers', contractors', or material-men's liens against such modernization work on file in any public office where the same should be filed in order to be valid against such modernization work; and

5. That the time in which such liens could be filed has expired.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Signature of Executive Director & Date:

X

**8/15/2001**

**For HUD Use Only**

**The Cost Certificate is approved for audit:**

Approved for Audit (Director, Office of Public Housing / ONAP Administrator)

Date:

X

**The audited costs agree with the costs shown above:**

Verified: (Designated HUD Official)

Date:

X

Approved: (Director, Office of Public Housing / ONAP Administrator)

Date:

X

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

PHA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>	Grant Type and Number Capital Fund Program Grant No: <b>PA28P018707</b> Replacement Housing Factor Grant No:	Federal FY of Grant: <b>1998</b>
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Original Annual Statement     
 Reserve for Disasters/Emergencies     
 Revised Annual Statement (revision no. **2** )  
 Performance and Evaluation Report for Program Year Ending **03/31/2001**     
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	-	-	-	-
3	1408 Management Improvements	61,700.00	48,007.43	48,007.43	28,177.08
4	1410 Administration	227,738.00	246,082.41	246,082.41	191,134.63
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	97,500.00	160,691.50	160,691.50	160,691.50
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	13,000.00	198,000.00	198,000.00	-
10	1460 Dwelling Structures	1,822,811.00	1,319,378.36	1,319,378.36	631,179.42
11	1465.1 Dwelling Equipment - Nonexpendable	-	62,034.00	62,034.00	62,034.00
12	1470 Nondwelling Structures	3,000.00	181,401.00	181,401.00	-
13	1475 Nondwelling Equipment	103,300.00	113,454.30	113,454.30	113,454.30
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	-	-	-	-
20	1502 Contingency	-	-	-	-
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 2,329,049.00	\$ 2,329,049.00	\$ 2,329,049.00	\$ 1,186,670.93
22	Amount of line 21 Related to LBP Activities	-	-	-	-
23	Amount of line 21 Related to Section 504 Compliance	-	-	-	-
24	Amount of line 21 Related to Security - Soft Costs	-	-	-	-
25	Amount of line 21 Related to Security - Hard Costs	-	-	-	-
26	Amount of line 21 Related to Energy Conversation Measures	-	-	-	-

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

PHA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA28P018707</b> Replacement Housing Factor Grant: <b>0</b>				Federal FY of Grant: <b>1998</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA 18-4 KEN MANOR	ROOF REPLACEMENT AT TOWNHOUSES	1460.00	11	220,000.00				COMPLETED IN A PREVIOUS YEAR
	ADDITION OF CENTRAL AIR CONDITIONING AT ELDERLY HI-RISE	1460.00	53	343,811.00				
PA 18-13 LATROBE MANOR	ADDITION OF CENTRAL AIR CONDITIONING AT ELDERLY HI-RISE	1460.00	84	300,000.00				COMPLETED IN A PREVIOUS YEAR
	APPLICANCES	1465.10	84		32,543.00	32,543.00	32,543.00	COMPLETED
PA 18-15 EASTGATE MANOR	ENTRANCE DOOR & CARD KEY SYSTEM	1460.00	50	4,000.00				
	COMMUNITY ROOM BI-FOLD DOORS	1470.00	1	2,000.00				
	TUB SURROUND AND SHOWER REPLACEMENT	1460.00	50	50,000.00				
	COMMUNITY ROOM CARPET	1470.00	1	1,000.00				
	CHIMNEY SWEEP	1450.00	1	3,000.00				
	ADDITION OF CENTRAL AIR CONDITIONING TO ELDERLY HI-RISE	1460.00	50	500,000.00				COMPLETED EARLIER

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

PHA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA28P018707</b> Replacement Housing Factor Grant: <b>0</b>				Federal FY of Grant: <b>1998</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA 18-5 EASTGATE MANOR	EXTERIOR RENOVATIONS- CEMENT PATIO	1450.00	1	10,000.00				
	MEDICINE CABINETS	1460.00	50	5,000.00				
PA 18-15 PARNASSUS MANOR	ADDITION OF CENTRAL AIR CONDITIONING TO ELDERLY HI-RISE	1460.00	104	400,000.00				COMPLETED EARLIER
PA 18-14 JNT MANOR	APPLIANCES	1465.10	100		29,491.00	29,491.00	29,491.00	COMPLETED
PA 18-10 SCOTTDALE MANOR	ROOF REPLACEMENT	1460.00	1		101,890.00	101,890.00	101,890.00	COMPLETED
PA 18-1 EAST KEN MANOR	PORCH & SIDING REPLACEMNT	1460.00	63		410,278.55	410,278.55	410,278.55	WORK ITEM ADDED
	ASBESTOS SOFFIT REMOVAL	1460.00	63		6,959.57	6,959.57	6,959.57	
PA 18-15	PARNASSUS MAINT. SHED	1470.00	1		25,700.00	25,700.00		
PA 18-13	LATROBE MAINT. SHED	1470.00	1		31,797.00	31,797.00		
PA 18-25	NEW FLORENCE MAINT. SHED	1470.00	1		30,785.00	30,785.00		
PA 18-26	ST. CLAIR MAINT. SHED	1470.00	1		31,787.00	31,787.00		

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

PHA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA28P018707</b> Replacement Housing Factor Grant: <b>0</b>				Federal FY of Grant: <b>1998</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA 18-39	WEST HEMP. MAINT. SHED	1470.00	1		32,182.00	32,182.00		
PA 18-28	LOWER BURRELL MAINT. SHED	1470.00	1		29,150.00	29,150.00		
PHA WIDE	MANAGEMENT IMPROVEMENT							
	OFFICE FURNITURE	1475.00	1	3,300.00	5,044.30	5,044.30	5,044.30	
	COMPUTER HARDWARE	1475.00		100,000.00	108,410.00	108,410.00	108,410.00	
	NEW KEN POLICE	1408.00		30,000.00	23,775.56	23,775.56	12,424.75	
	MONESSEN POLICE	1408.00		30,000.00	23,775.57	23,775.57	15,296.03	
	TENANT COUNCIL	1408.00		1,700.00	456.30	456.30	456.30	
	SUNDRY: BID ADVERTISEMENT AND OTHER SUNDRY	1410.00		15,000.00	28,283.26	28,283.26	28,283.26	
	ADMINISTRATIVE SALARIES:							
	EXECUTIVE DIRECTOR	1410.00	1	18,335.00	17,304.50	17,304.50	13,467.37	
	DEPUTY EX DIRECTOR	1410.00	1	12,224.00	13,288.75	13,288.75	9,753.54	
	PROJECT MANAGER	1410.00	1	8,852.00	11,131.07	11,131.07	7,282.08	
	CHIEF ACCOUNTANT	1410.00	1	5,992.00	8,739.83	8,739.83	1,152.15	
	PURCHASING AGENT	1410.00	1	5,133.00	5,133.00	5,133.00	2,352.92	
	REHABILITATION ADMIN.	1410.00	1	34,221.00	34,221.00	34,221.00	26,810.71	
	CLERK TYPIST	1410.00	1	2,093.00	2,093.00	2,093.00	1,965.40	
	CLERK OF WORKS	1410.00	1	37,046.00	37,046.00	37,046.00	28,896.11	
	ASSISTANT CLERK OF WORKS	1410.00	1	32,787.00	32,787.00	32,787.00	25,191.68	

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

PHA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA28P018707</b> Replacement Housing Factor Grant: <b>0</b>				Federal FY of Grant: <b>1998</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>PHA WIDE</b>	<b>FRINGE BENEFITS: % OF GROSS SALARIES</b>							
	<b>F.I.C.A. = 7.65%</b>	<b>1410.00</b>	<b>9</b>	<b>11,986.00</b>	<b>11,986.00</b>	<b>11,986.00</b>	<b>10,520.63</b>	
	<b>PENSION = 13%</b>	<b>1410.00</b>	<b>9</b>	<b>20,369.00</b>	<b>20,369.00</b>	<b>20,369.00</b>	<b>17,729.39</b>	
	<b>HEALTH CARE, WORKERS COMP, LIFE INSURANCE</b>	<b>1410.00</b>	<b>9</b>	<b>23,700.00</b>	<b>23,700.00</b>	<b>23,700.00</b>	<b>17,729.39</b>	
	<b>A/E FEE</b>	<b>1430.00</b>		<b>97,500.00</b>	<b>160,691.50</b>	<b>160,691.50</b>	<b>160,691.50</b>	
<b>PA 18-23</b>								
<b>JEANNETTE TOWNHOUSES</b>	<b>GENERAL:</b>							
	<b>WINDOW AND TRIM</b>	<b>1460.00</b>	<b>30</b>		<b>45,000.00</b>	<b>45,000.00</b>	<b>20,109.60</b>	
	<b>INTERIOR DOORS &amp; TRIM</b>	<b>1460.00</b>	<b>30</b>		<b>37,500.00</b>	<b>37,500.00</b>		
	<b>BI-FOLD DOORS</b>	<b>1460.00</b>	<b>30</b>		<b>37,500.00</b>	<b>37,500.00</b>		
	<b>KITCHEN CABINETS</b>	<b>1460.00</b>	<b>30</b>		<b>75,000.00</b>	<b>75,000.00</b>	<b>42,184.80</b>	
	<b>ENTRY DOORS</b>	<b>1460.00</b>	<b>30</b>		<b>30,000.00</b>	<b>30,000.00</b>		
	<b>STORM DOORS</b>	<b>1460.00</b>	<b>30</b>		<b>15,000.00</b>	<b>15,000.00</b>		
	<b>ROOFS, GUTTERS, DOWNSPOUTS</b>	<b>1460.00</b>	<b>4</b>		<b>180,000.00</b>	<b>180,000.00</b>		
	<b>SOFFIT AND FASCIA</b>							
	<b>SIDING</b>	<b>1460.00</b>	<b>4</b>		<b>40,000.00</b>	<b>40,000.00</b>		
	<b>WOOD BASE</b>	<b>1460.00</b>	<b>30</b>		<b>90,000.00</b>	<b>90,000.00</b>		
	<b>RUBBER STAIR TREADS</b>	<b>1460.00</b>	<b>30</b>		<b>12,000.00</b>	<b>12,000.00</b>		
	<b>MEDICINE CABINETS</b>	<b>1460.00</b>	<b>30</b>		<b>6,000.00</b>	<b>6,000.00</b>		
	<b>REPAVE PARKING AREAS</b>	<b>1450.00</b>	<b>4</b>		<b>98,000.00</b>	<b>98,000.00</b>		
	<b>SIDEWALK REPLACEMENT</b>	<b>1450.00</b>	<b>4</b>		<b>100,000.00</b>	<b>100,000.00</b>		
	<b>HVAC:</b>							
	<b>FURNACE REPLACEMENT</b>	<b>1460.00</b>	<b>30</b>		<b>62,990.00</b>	<b>62,990.00</b>		











**Actual Comprehensive Grant  
Cost Certificate**  
Comprehensive Grant Program (CGP)

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

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

PHA/IHA Name  <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>	Comprehensive Grant Number <b>PA28P018707</b>
	FFY of Grant Approval <b>1998</b>

The PHA/IHA hereby certifies to the Department of Housing and Urban Development as follows:

1. That the total amount of Modernization Cost (herein called the "Actual Modernization Cost") of the Comprehensive Grant, is as shown below:

A. Original Funds Approved	<b>\$ 2,329,049.00</b>
B. Revised Funds Approved	<b>2,329,049.00</b>
C. Funds Advanced	
D. Funds Expended (Actual Modernization Cost)	<b>1,186,670.93</b>
E. Amount to be Recaptured (A-D)	<b>1,142,378.07</b>
F. Excess of Funds Advanced (C-D)	<b>\$ (1,186,670.93)</b>

2. That all modernization work in connection with the Comprehensive Grant has been completed;
3. That the entire Actual Modernization Cost or liabilities therefor incurred by the PHA/IHA have been fully paid;
4. That there are no undischarged mechanics', laborers', contractors', or material-men's liens against such modernization work on public office where the same should be filed in order to be valid against such modernization work; and
5. That the time in which such liens could be filed has expired.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729)

Signature  <b>X</b>	Date  <b>08/15/2001</b>
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**For HUD Use Only**

The Cost Certificate is approved for audit.

Approved for Audit (Director, Public Housing Division)  <b>X</b>	Date
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The audited costs agree with the costs shown above.

Verified (Director, Public Housing Division)  <b>X</b>	Date
--	------

Approved (Field Office Manager)  <b>X</b>	Date
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**Actual Modernization  
Cost Certificate**

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

OMB Approval No. 2577-0044 (exp. 12/31/99)  
OMB Approval No. 2577-0157 (exp. 12/31/99)

**Comprehensive Improvement Assistance Program (CIAP)  
Comprehensive Grant Program (CGP)**

Public reporting burden for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Paperwork Reduction Project (2577-0044 and 0157), Office of Information Technology, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

**Do not send this form to the above address.**

This collection of information requires that each Housing Authority (HA) submit information to enable HUD to initiate the fiscal closeout process. The information will be used by HUD to determine whether the modernization grant is ready to be audited and closed out. The information is essential for audit verification and fiscal close out. Responses to the collection are required by regulation. The information requested does not lend itself to confidentiality.

HA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>	Modernization Project Number: <b>PA28P018707</b>
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The HA hereby certifies to the Department of Housing and Urban Development as follows:

1. That the total amount of Modernization Cost (herein called the "Actual Modernization Cost") of the Modernization Grant, is as shown below:

A. Original Funds Approved	\$	<b>2,329,049.00</b>
B. Funds Disbursed	\$	<b>1,186,670.93</b>
C. Funds Expended (Actual Modernization Cost)	\$	<b>1,186,670.93</b>
D. Amount to be Recaptured (A - C)	\$	<b>1,142,378.07</b>
E. Excess of Funds Disbursed (B - C)	\$	<b>-</b>

2. That all modernization work in connection with the Modernization Grant has been completed;

3. That the entire Actual Modernization Cost or liabilities therefore incurred by the HA have been fully paid;

4. That there are no undischarged mechanics', laborers', contractors', or material-men's liens against such modernization work on file in any public office where the same should be filed in order to be valid against such modernization work; and

5. That the time in which such liens could be filed has expired.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Signature of Executive Director & Date:

**X**

**8/15/2001**

**For HUD Use Only**

**The Cost Certificate is approved for audit:**

Approved for Audit (Director, Office of Public Housing / ONAP Administrator)

Date:

**X**

**The audited costs agree with the costs shown above:**

Verified: (Designated HUD Official)

Date:

**X**

Approved: (Director, Office of Public Housing / ONAP Administrator)

Date:

**X**

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

PHA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>	Grant Type and Number Capital Fund Program Grant No: <b>PA28P018708</b> Replacement Housing Factor Grant No:	Federal FY of Grant: <b>1999</b>
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Original Annual Statement     
 Reserve for Disasters/Emergencies     
 Revised Annual Statement (revision no. **2** )  
 Performance and Evaluation Report for Program Year Ending **03/31/2001**     
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	-	-	-	-
3	1408 Management Improvements	65,000.00	5,785.08	5,785.08	5,785.08
4	1410 Administration	235,725.00	12,390.02	12,390.02	12,390.02
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	134,309.00	75,610.00	75,610.00	75,610.00
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	50,000.00	-	-	-
10	1460 Dwelling Structures	2,073,300.00	819,037.65	819,037.65	755,486.65
11	1465.1 Dwelling Equipment - Nonexpendable	53,000.00	86,064.65	86,064.65	-
12	1470 Nondwelling Structures	59,000.00	-	-	-
13	1475 Nondwelling Equipment	2,000.00	17,687.99	17,687.99	17,687.99
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	-	-	-	-
20	1502 Contingency	-	-	-	-
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 2,672,334.00	\$ 1,016,575.39	\$ 1,016,575.39	\$ 866,959.74
22	Amount of line 21 Related to LBP Activities	-	-	-	-
23	Amount of line 21 Related to Section 504 Compliance	-	-	-	-
24	Amount of line 21 Related to Security - Soft Costs	-	-	-	-
25	Amount of line 21 Related to Security - Hard Costs	-	-	-	-
26	Amount of line 21 Related to Energy Conversation Measures	-	-	-	-

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

PHA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA28P018708</b> Replacement Housing Factor Grant: <b>0</b>				Federal FY of Grant: <b>1999</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA 18-6 VALLEY MANOR	ADD CENTRAL AIR CONDITIONING TO ELDERLY HI-RISE	1460.00	72	500,000.00	61,200.00	61,200.00	52,051.50	
	GENERLA RENOVATION TO ACCOMMODATE A/C	1460.00	72	50,000.00	120,130.00	120,130.00	114,123.50	RETAINAGE HELD
	ELECTRIC REPAIR	1460.00	72		2,057.78	2,057.78	2,057.78	
	ROOF REPLACEMENT	1460.00	1	100,000.00	108,060.00	108,060.00	94,554.00	
	ELEVATOR RENOVATIONS	1460.00	2	200,000.00	148,900.00	148,900.00	134,010.00	
	PLUMBING RENOVATIONS	1460.00	72	150,000.00	354,300.00	354,300.00	334,300.00	
	A/E FEE	1430.00	1	65,000.00	26,030.00	26,030.00	26,030.00	
PA 18-7 PLEASANT MANOR	INTERIOR DOORS	1460.00	400	80,000.00				
	ADDITIONAL BEDROOM RECEPTACLES	1460.00	50	2,500.00				
	BANNISTER REPAIR	1460.00	50		1,751.87	1,751.87	1,751.87	
	APPLIANCES	1465.10	50		41,462.06	41,462.06		
PA 18-12 LATROBE MANOR	APPLIANCES	1465.10	84		44,602.59	44,602.59		

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

PHA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA28P018708</b> Replacement Housing Factor Grant: <b>0</b>				Federal FY of Grant: <b>1999</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA 18-2	UPGRADE INTERIOR WIRING	1460.00	102	100,000.00				
PARK	STORM DOORS	1460.00	102	81,600.00				
MANOR	SHUT OFF VALVES	1460.00	102	50,000.00				
	OFFICE AND FRONT LOBBY	1470.00	1	5,000.00				
	FLOOR TILE							
	COMMUNITY ROOM CEILING	1470.00	1	10,000.00				
	TILE							
	COMMUNITY ROOM	1475.00	1	2,000.00				
	APPLIANCES							
	IMPROVE VENTILATION IN	1470.00	1	10,000.00				
	COMMUNITY ROOM, OFFICE							
	AND RESTROOMS							
	PROVIDE A/C FOR MANAGE-	1470.00	1	2,000.00				
	MENT OFFICE							
	BI-FOLD DOORS	1460.00	102	146,000.00				
	A/E FEE	1430.00	1	26,429.00				
PA 18-1	ELIMINATE LEAK IN SHOP	1470.00	1	20,000.00				
EAST KEN	WINDOW REPLACEMENT IN	1470.00	1	2,000.00				
MANOR	SHOP							
	FURNACE REPLACEMENT	1460.00	14		6,890.43	6,890.43	6,890.43	
PA 18-4	SIDEWALK REPLACEMENT	1450.00	1	50,000.00				
KEN MANOR	FURNACE REPLACEMENT	1460.00	52	104,000.00				
	A/E FEE	1430.00	1	10,010.00				

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

PHA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA28P018708</b> Replacement Housing Factor Grant: <b>0</b>				Federal FY of Grant: <b>1999</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA 18-4	APPLIANCES	1465.10	53	53,000.00				
KEN MANOR HI-RISE	KITCHEN RENVOATIONS	1460.00	53	185,500.00				
	A/E FEE	1430.00	1	12,057.00				
PA 18-8H	FIRE EXTINGUISHERS	1460.00	50	1,000.00				
HIGHLAND MANOR	BI-FOLD DOORS	1460.00	50	70,200.00				
	WINDOW REPLACEMENT	1460.00	50	40,000.00				
	CONSTRUCT ROOF AT REAR OF UPPER UNITS	1460.00	6	60,000.00				
	A/E FEE	1430.00	1	11,063.00				
PA 18-10	A/C COVER	1460.00	70		2,710.00	2,710.00	2,710.00	
PA 18-11	A/C COVER	1460.00	100		3,500.00	3,500.00	3,500.00	
PA 18-8	A/C COVER	1460.00	72		2,710.00	2,710.00	2,710.00	
PA 18-15	CONSTRUCT STORAGE SHED	1470.00	1	10,000.00				
PARNASSUS MANOR	A/E FEE	1430.00	1	650.00				
PA 18-28	ADD KITCHEN GFI'S	1460.00	125	12,500.00				
LOWER BURRELL MANOR								

**MANOR**

**Capital fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA28P018708</b> Replacement Housing Factor Grant: <b>0</b>				Federal FY of Grant: <b>1999</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA 18-29	REPLACE ROOF	1460.00	1	60,000.00				
TRAFFORD								
MANOR	A/E FEE	1430.00	1	3,900.00				
PA 18-25	REPLACE ROOFS	1460.00	4	80,000.00				
NEW FLOR- ENCE	A/E FEE	1430.00	1	5,200.00				
MANOR								
PHA WIDE	ADA ASSESSMENT	1430.00	1		8,330.00	8,330.00	8,330.00	
	MANAGEMENT IMPROVEMENTS:							
	NEW KEN POLICE	1408.00	1	30,000.00				
	MONESSEN POLICE	1408.00	1	30,000.00				
	TENANT COUNCIL	1408.00	1	5,000.00	5,785.08	5,785.08	5,785.08	
	SUNDRY: BIDS, ETC.	1410.00		15,537.00	12,390.02	12,390.02	12,390.02	
	ADMINISTRATION:							
	EXECUTIVE DIRECTOR	1410.00	1	18,977.00				
	DEPUTY EX DIRECTOR	1410.00	1	12,652.00				
	PROJECT MANAGER	1410.00	1	9,162.00				
	CHIEF ACCOUNTANT	1410.00	1	6,202.00				
	PURCHASING AGENT	1410.00	1	5,313.00				
	REHABILITATION ADMIN.	1410.00	1	35,419.00				
	CLERK TYPIST	1410.00	1	2,167.00				











**Actual Comprehensive Grant  
Cost Certificate**  
Comprehensive Grant Program (CGP)

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

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

PHA/IHA Name  <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>	Comprehensive Grant Number <b>PA28P018708</b>
	FFY of Grant Approval <b>1999</b>

The PHA/IHA hereby certifies to the Department of Housing and Urban Development as follows:

1. That the total amount of Modernization Cost (herein called the "Actual Modernization Cost") of the Comprehensive Grant, is as shown below:

A. Original Funds Approved	<b>\$ 2,672,334.00</b>
B. Revised Funds Approved	<b>1,016,575.39</b>
C. Funds Advanced	
D. Funds Expended (Actual Modernization Cost)	<b>866,959.74</b>
E. Amount to be Recaptured (A-D)	<b>1,805,374.26</b>
F. Excess of Funds Advanced (C-D)	<b>\$ (866,959.74)</b>

2. That all modernization work in connection with the Comprehensive Grant has been completed;
3. That the entire Actual Modernization Cost or liabilities therefor incurred by the PHA/IHA have been fully paid;
4. That there are no undischarged mechanics', laborers', contractors', or material-men's liens against such modernization work on public office where the same should be filed in order to be valid against such modernization work; and
5. That the time in which such liens could be filed has expired.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729)

Signature  <b>X</b>	Date  <b>08/13/2001</b>
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**For HUD Use Only**

The Cost Certificate is approved for audit.

Approved for Audit (Director, Public Housing Division)  <b>X</b>	Date
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The audited costs agree with the costs shown above.

Verified (Director, Public Housing Division)  <b>X</b>	Date
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Approved (Field Office Manager)  <b>X</b>	Date
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**Actual Modernization  
Cost Certificate**

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

OMB Approval No. 2577-0044 (exp. 12/31/99)  
OMB Approval No. 2577-0157 (exp. 12/31/99)

**Comprehensive Improvement Assistance Program (CIAP)  
Comprehensive Grant Program (CGP)**

Public reporting burden for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Paperwork Reduction Project (2577-0044 and 0157), Office of Information Technology, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

**Do not send this form to the above address.**

This collection of information requires that each Housing Authority (HA) submit information to enable HUD to initiate the fiscal closeout process. The information will be used by HUD to determine whether the modernization grant is ready to be audited and closed out. The information is essential for audit verification and fiscal close out. Responses to the collection are required by regulation. The information requested does not lend itself to confidentiality.

HA Name: <b>WESTMORELAND COUNTY HOUSING AUTHORITY</b>	Modernization Project Number: <b>PA28P018708</b>
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The HA hereby certifies to the Department of Housing and Urban Development as follows:

1. That the total amount of Modernization Cost (herein called the "Actual Modernization Cost") of the Modernization Grant, is as shown below:

A. Original Funds Approved	\$	<b>1,016,575.39</b>
B. Funds Disbursed	\$	<b>866,959.74</b>
C. Funds Expended (Actual Modernization Cost)	\$	<b>866,959.74</b>
D. Amount to be Recaptured (A - C)	\$	<b>149,615.65</b>
E. Excess of Funds Disbursed (B - C)	\$	<b>-</b>

2. That all modernization work in connection with the Modernization Grant has been completed;

3. That the entire Actual Modernization Cost or liabilities therefore incurred by the HA have been fully paid;

4. That there are no undischarged mechanics', laborers', contractors', or material-men's liens against such modernization work on file in any public office where the same should be filed in order to be valid against such modernization work; and

5. That the time in which such liens could be filed has expired.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Signature of Executive Director & Date:

**X**

**8/13/2001**

**For HUD Use Only**

**The Cost Certificate is approved for audit:**

Approved for Audit (Director, Office of Public Housing / ONAP Administrator)

Date:

**X**

**The audited costs agree with the costs shown above:**

Verified: (Designated HUD Official)

Date:

**X**

Approved: (Director, Office of Public Housing / ONAP Administrator)

Date:

**X**