

PHA Plans

5 Year Plan for Fiscal Years 2001 - 2005
Annual Plan for Fiscal Year 2001

***HOUSING AUTHORITY OF THE
COUNTY OF LAWRENCE***

NEW CASTLE, PA

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

FY 2001 Annual Plan Page 1

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

**PHA Plan
Agency Identification**

PHA Name: *Housing Authority of the County of Lawrence (PA)*

PHA Number: *PA026*

PHA Fiscal Year Beginning: *01/2001*

Public Access to Information

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

Main administrative office of the PHA
*Housing Authority of the County of Lawrence
481 Neshannock Avenue, P.O. Box 988
New Castle, PA 16101
(724) 656-5100
Contact Person: Robert J. Evanick, Executive Director*

- 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)
*A copy can be requested by emailing the Housing Authority at
lchapa@aol.com.*

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)

A copy can be requested by emailing the Housing Authority at
lchapa@aol.com.

5-YEAR PLAN
PHA FISCAL YEARS 2001 - 2005
[24 CFR Part 903.5]

A. Mission

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

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

The mission of the Housing Authority of the County of Lawrence (HACL) is to provide adequate, decent, safe and affordable housing to low income residents of Lawrence County. The HACL will strive to become an active force in providing economic opportunities, including family self-sufficiency programs for all of its current and future residents. The Authority will increase efforts to provide a suitable living environment, without discrimination, to all of our tenants in cooperation with the larger community of Lawrence County. The Authority will strive to provide these services in a professional, sensitive, and business-like manner.

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.

- X PHA Goal: Expand the supply of assisted housing
Objectives:
 Apply for additional rental vouchers:

X Reduce public housing vacancies: 2% yearly, 10% over 5 years.

X Leverage private or other public funds to create additional housing opportunities:

The Housing Authority of the County of Lawrence will continue to aggressively pursue all possibilities for involving private resources, including banks and other lending institutions in developing strategies for home-ownership possibilities for tenants as first time homebuyers. Other real estate professionals such as Section 8 owners, builders and developers will also be consulted on various home-ownership possibilities, including rehabilitation of existing homes for sale or lease to current tenants that are able to achieve economic self-sufficiency.

Also, other public resources will continue to be pursued in an effort to either bring more and better services to the current tenants or to assist tenants to achieve economic self-sufficiency so that they are able to take advantage of other housing opportunities that may be available. For example, the HACL has had an on-going relationship with the Lawrence County Family Center that has shown very promising results. Through our efforts with the Family Center's Affordable Housing Initiative, four public housing residents have become first-time homebuyers over the past year and four more are in the process. The Family Center, in concert with the United Way and the Pennsylvania State Cooperative Extension will continue to offer their Homebuyers education courses to any interested public housing tenants.

As initiated last year, the Housing Authority will continue to work with the Family Center's "Parents as Teachers Program", which is a child development after school program. It is these types of cooperative agreements that the Housing Authority continues to pursue. Other public agencies or organizations, such as the Department of Public Welfare, the Lawrence County Area Agency on Aging, the Pennsylvania Housing Finance Agency, the County Redevelopment Authority and the County Department of Social Services, will also be contacted in an effort to reach agreements to provide a broad range of educational, economic and home-ownership opportunities.

- Acquire or build units or developments
- Other (list below)

X PHA Goal: Improve the quality of assisted housing

Objectives:

X Improve public housing management:

As of August 2000, our PHAS score is 81.8. Our goal is to achieve and maintain high performer status (90).

The Housing Authority recognizes the necessity of a fair evaluation system established by HUD as a means to allocate staff resources; particularly to lessen the reporting burden on high performing PHMAP/PHAS, and to provide additional assistance to those Authorities that need more assistance in achieving their mandated purpose. With an increase in our PHAS score from 67.25 to 81.8 during the 2000 plan year the Authority is ahead of schedule in meeting its projected goal of obtaining a higher performer status. We will continue our efforts to increase and maintain a PHAS score of 90 over the 5 year period.

Extended vacancies in two elderly developments, McGrath Manor and Lawrence Manor have adversely affected the Authority's PHMAP/PHAS scores. The HACL has applied for and received approval to convert 16 zero-bedroom units to 8 one-bedroom units at McGrath manor and 20 zero-bedroom units to 10 one-bedroom units at Lawrence Manor. The Authority believes that, with these conversions, the PHMAP/PHAS scores will continue to increase.

Improve voucher management: (SEMAP score)

X Increase customer satisfaction: *Improve preventive and routine maintenance.*

The Authority continues to understand and believe that a well-run maintenance program is critical, not only to the preservation and upkeep of the housing stock, but it is also critical to the livability of the units and the satisfaction of the tenants. The Housing Authority therefore intends as part of an ongoing, long-term objective, to place increased efforts on preventative maintenance surveys, inspections and scheduling.

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

1. *Install new computer software to assist in unit inspections.*

- X Renovate or modernize public housing units: *In accordance with modernization plan..*
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- X Other: (list below)
The conversion of (20) 0 bedroom units to (10) 1 bedroom units at Lawrence Manor and (16) 0 bedroom units to (8) 1 bedroom units at McGrath Manor is progressing as planned as projected in our 2000 Plan. The Housing Authority has received approval in FY 2000 from HUD for the conversion which will be initiated in FY 2001.

- X PHA Goal: Increase assisted housing choices
Objectives:
 - X Provide voucher mobility counseling: *Each applicant entering the program and/or each tenant wishing to move outside the Housing Authority's jurisdiction is briefed on portability procedures.*
 - X Conduct outreach efforts to potential voucher landlords. *Once a year the Housing Authority sends out a package explaining the Section 8 program to all real estate agents and interested landlords in Lawrence County. Those interested may call the Housing Authority and set up an appointment for further discussion.*
 - X Increase voucher payment standards
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - X Other: (list below)
Continue to implement public housing municipal based waiting lists.

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

- X PHA Goal: Provide an improved living environment
Objectives:
 - X Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: *See our 7/12/99 economic deconcentration policy..*
 - X Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: *See our 7/12/99 economic deconcentration policy.*
 - X Implement public housing security improvements: *As per approved PHDEP.*
 - X Designate developments or buildings for particular resident groups (elderly, persons with disabilities) *The Housing Authority will*

- consider and evaluate the possibility of designating Crescent Place, Skyview Towers, and Lawrence Manor as elderly-only buildings.*
- Other: (list below)

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

- X PHA Goal: Promote self-sufficiency and asset development of assisted households
- Objectives:
- X Increase the number and percentage of employed persons in assisted families: *Continue our previous goal of 10% annual increase of families with no income.*
- X Provide or attract supportive services to improve assistance recipients' employability: *The Housing Authority will continue to explore additional job readiness contracts with local social service providers.*
- 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

- X PHA Goal: Ensure equal opportunity and affirmatively further fair housing
- Objectives:
- X Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
The PHA will continue all measures to insure access to assisted housing regardless of race. The PHA is not contemplating additional efforts in this regard since minorities and other target classes are not underrepresented in Authority units compared to the population as a whole.
- X 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 comment above.
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- Other: (list below)

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

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

- X Admissions Policy for Deconcentration
- X FY 2001 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- X Implementation of Public Housing Resident Community Service Requirement (*Attachment 2*)
- X PHA 5 Year Plan Progress Report (*Attachment 3*)
- X Substantial Deviation and Significant Amendment or Modification Definition (*Attachment 4*)
- Assessment of Site Based Waiting List Development Demographic Changes (applicable to PHAs that implemented site based waiting lists).
- Section 8 Homeownership Capacity Statement (for PHAs wishing to administer Section 8 Homeownership Program).
- X Pet Policy (*Attachment 5*)
- X Resident Member of the PHA Governing Board (*Attachment 6*)
- X Membership of the Resident Advisory Board/s (*Attachment 7*)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2001 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan (PA026a012001)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
 1. Minutes on the Public Hearing on the Annual and Five Year Plan (Attachment 1)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
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;

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Public housing grievance procedures X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X 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
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary) <ul style="list-style-type: none"> a. Policy on Administration of the Community Service Requirement b. Full Pet Policy 	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type

Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	138	4	3	4	1	1	1
Income >30% but <=50% of AMI	161	3	3	3	1	1	1
Income >50% but <80% of AMI	173	2	2	2	1	1	1
Elderly	354	2	2	2	2	1	1
Families with Disabilities	260	N/A					
Race/Ethnicity	N/A						
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

Does not meet the 10% threshold.

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.)

- X Consolidated Plan of the Jurisdiction/s
Indicate year: *Commonwealth of Pennsylvania's 5 year Consolidated Plan 2000-2004.*
- X U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- X Other sources: (list and indicate year of information)
Pennsylvania State University Data Center - 2000
U.S. Census data: Small Income and Poverty Estimates 1990 and updates
Housing Authority Waiting List 2000

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

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

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
 Public Housing
 Combined Section 8 and Public Housing
 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	421		70
Extremely low income <=30% AMI	109	26	
Very low income (>30% but <=50% AMI)	173	41	
Low income (>50% but <80% AMI)	139	33	
Families with children			
Elderly families	38	9.03	15
Families with Disabilities	98	23.28	19
Race/ethnicity	White 338	80.29	55
Race/ethnicity	Black 79	18.76	15
Race/ethnicity	Other 4	.95	0
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	221	52.49	2
2 BR	94	22.33	18
3 BR	35	8.31	8
4 BR +	9	2.14	3
5 BR	1	.24	0
Elderly 0-BR	61	14.49	39

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
X 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	281		15
Extremely low income <=30% AMI	76	27	
Very low income (>30% but <=50% AMI)	81	29	
Low income (>50% but <80% AMI)	124	44	
Families with children			
Elderly families	3	1.07	3
Families with Disabilities	66	23.49	1
Race/ethnicity	White 222	79.00	15
Race/ethnicity	Black 54	19.22	0
Race/ethnicity	Other 5	1.78	0
Race/ethnicity			

Housing Needs of Families on the Waiting List			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	95	33.81	7
2 BR	95	33.81	4
3 BR	78	27.76	4
4 BR +	9	3.20	0
5 BR	4	1.42	0
Elderly 0BR	0	0	0
Is the waiting list closed (select one)? X 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

- X Employ effective maintenance and management policies to minimize the number of public housing units off-line
- X Reduce turnover time for vacated public housing units
- X 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
- X Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction

- X Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- X Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- X 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

- X 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
- X 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

- X Employ admissions preferences aimed at families who are working

- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units

- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)	4,579,187	Operations
a) Public Housing Operating Fund	1,375,000	
b) Public Housing Capital Fund	1,621,973	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	1,375,226	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	206,988	
g) Resident Opportunity and Self-Sufficiency Grants	0	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Section 8 Reserves	285,000	Sec. 8 tenant-based assistance
Public Housing Reserves	420,000	Public housing operations
3. Public Housing Dwelling Rental Income	1,486,000	Public housing operations
4. Other income (list below)		
Investments (Public Housing)	24,000	Public housing operations
Investments (Section 8)	8,500	Sec. 8 tenant-based assistance
4. Non-federal sources (list below)		
Total resources	7,638,076	Public housing/Sec. 8

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses

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) 6 months
- X Other: (describe)
The PHA verifies eligibility upon application receipt.

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

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

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

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

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

(2)Waiting List Organization

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

- Community-wide list
- Sub-jurisdictional lists: (2) by *municipality*
- Site-based waiting lists
- Other (describe)

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

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

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

1. How many site-based waiting lists will the PHA operate in the coming year? 2
municipal lists, City of New Castle and Ellwood City

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? 2

3. Yes No: May families be on more than one list simultaneously
If yes, how many lists? 2

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
- X Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- 3 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
- 1 Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

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

b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?
Changes originally made during the 1999 program year.

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

- Adoption of site-based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
Targeted for higher income residents: Lincoln Terrace, McGrath Manor, and Sciota Street
Targeted for lower income residents: Lawrence Manor, Brinton Hill, and Crescent Place.
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:

Other (list policies and developments targeted below)

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

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

X Additional affirmative marketing

Actions to improve the marketability of certain developments

Adoption or adjustment of ceiling rents for certain developments

Adoption of rent incentives to encourage deconcentration of poverty and income-mixing

X Other (list below)

Lease was amended to reflect deconcentration policy.

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

Not applicable:

X List (any applicable) developments below:

Lincoln Terrace, McGrath Manor, and Sciota Street

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

Not applicable:

X List (any applicable) developments below:

Lawrence Manor, Brinton Hill, and Crescent Place

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)

X Criminal or drug-related activity only to the extent required by law or regulation

Criminal and drug-related activity, more extensively than required by law or regulation

More general screening than criminal and drug-related activity (list factors below)

Other (list below)

- b. X Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes X No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes X 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)
- X Criminal or drug-related activity
- X Other (describe below)
Tenancy history of the applicant.

(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)
- X 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)
- X PHA main administrative office
- X Other (list below)
PHA will mail application forms to prospective tenants and will also visit with applicants in cases of hardship or disability.

(3) Search Time

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

If yes, state circumstances below: *The PHA grants 30 day extensions on a case by case basis.*

(4) Admissions Preferences

- a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

1 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- 3 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
- 1 Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

- X 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)

- X 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)

- X The Section 8 Administrative Plan
- X 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?
- X 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---

X 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

X \$1-\$25

\$26-\$50

2. X 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 minimum rent for PHA approved hardship cases.

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

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

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

When the ceiling rent is less than 30% of adjusted income, tenant can choose between the ceiling or percentage rent.

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

X For the earned income of a previously unemployed household member

X 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

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

Other (describe below)

e. Ceiling rents

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

X 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)

X For all developments

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

For specified general occupancy developments

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

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

Other (list below)

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

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

f. Rent re-determinations:

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

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

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)
Payment standards are adjusted when the Fair Market Rents are increased.

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

- X Rent burdens of assisted families
- X Other (list below) Examination of 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
- X \$1-\$25
- \$26-\$50

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

Waiver of minimum rent for PHA approved hardship cases.

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

The PHA is generally divided among 4 areas; public housing management, public housing maintenance, the Section 8 division, and the Comptrollers Office. These four divisions report directly to the Executive Director who is responsible to the appointed Board of Directors.

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	850	204

Section 8 Vouchers	311	74
Section 8 Certificates	51	6
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)	16 SRO	4
Public Housing Drug Elimination Program (PHDEP)	All public housing units and families	All public housing units and families
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

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

- (1) Public Housing Maintenance and Management: (list below)
The Maintenance Branch continues to be directed by a Superintendent and is responsible through a foreman for the supervision of employees in receiving and completing work orders, annual inspection of the units, lawn care, snow removal, preventive maintenance functions and pest infestation control and eradication. All rules, standard, and policies are maintained in the Administration Division with specific instructions at the Branch level. Maintenance standards, policies, and schedules are maintained in the Maintenance Department.
- (2) Section 8 Management: (list below)
The Section 8 management policies are contained in 1, Sec.8 Management Plan, 2. Housing Quality Standards, and 3. 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 X 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)
- X PHA main administrative office
X PHA development management offices
 Other (list below)

B. Section 8 Tenant-Based Assistance

1. Yes X 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)
- X PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

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

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

Capital Fund Grant Number PA28PO26501 FFY of Grant Approval: (09/2000)

X Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CFP Funds	
2	1406 Operations	162,197
3	1408 Management Improvements	

4	1410	Administration	22,440
5	1411	Audit	1,000
6	1415	Liquidated Damages	
7	1430	Fees and Costs	127,300
8	1440	Site Acquisition	
9	1450	Site Improvement	
10	1460	Dwelling Structures	1,098,680
11	1465.1	Dwelling Equipment-Nonexpendable	
12	1470	Nondwelling Structures	110,730
13	1475	Nondwelling Equipment	
14	1485	Demolition	
15	1490	Replacement Reserve	
16	1492	Moving to Work Demonstration	
17	1495.1	Relocation Costs	
18	1498	Mod Used for Development	
19	1502	Contingency	99,626
20	Amount of Annual Grant (Sum of lines 2-19)		1,621,973
21	Amount of line 20 Related to LBP Activities		0
22	Amount of line 20 Related to Section 504 Compliance		0
23	Amount of line 20 Related to Security		460,380
24	Amount of line 20 Related to Energy Conservation Measures		

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PA26-3 Walnut Ridge	Separate furnace/heating system for community room, Install new parking spaces on Massachusetts Avenue	1470	14,500
PA26-4 Grant Street	Erect Storage Area for each unit	1460	195,000
	Replace windows and add full security screens	1460	428,400

PA26-6 Skyview Towers	Replace closet doors in hallways near bathrooms in 1 and 2 bedroom units, install security screens on first floor	1460	34,700
PA26-7 Lincoln Terrace	Insulate water pipes, insulate ducts, install glass block in basement windows, install showers, install lighting at rear of building, install heavy duty laundry tubs in basements	1460	142,500
	Install clothes line poles, install sidewalk from units to community building, build larger playground, landscape hillside	1470	67,000
PA26-8 Crescent Place	Install park benches outside, install security cameras	1470	29,230
PA26-9 Neshannock Village	Replace closet doors	1460	60,000
PA26-10 Lawrence Manor	Convert 20 0-bedroom units to 10 1-bedroom units	1460	141,600
PA26-12 McGrath Manor	Convert 16 0-bedroom units to 8 1-bedroom units	1460	96,480
PHA-Wide	Architect/Engineer	1430	70,000
	Consultant	1430	57,300
	Salaries	1410	21,200
	Audit	1411	1,000
	Advertising	1410	1,240
	Contingency	1502	99,626
	Operations	1406	162,197
	GRAND TOTAL		1,621,973

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
PHA-Wide	03/31/02	09/30/03
PA26-3	03/31/02	09/30/03
PA26-4	03/31/02	09/30/03
PA26-6	03/31/02	09/30/03

PA26-7	03/31/02	09/30/03
PA26-8	03/31/02	09/30/03
PA26-9	03/31/02	09/30/03
PA26-10	03/31/02	09/30/03
PA26-12	03/31/02	09/30/03

(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.

Changing priorities has necessitated some minimal changes from the 2000 Plan.

a. X 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

-or-

X 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)

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

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
PA26-2	Harbor Heights			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)

Install hydronic heating	342,000	2002
Construct new playground	40,000	2002
Replace Toilets, flanges, and lead pipes	38,152	2004
Replace cleanouts in tub drains with PVC	15,200	2004
Replace kitchen cabinets	418,000	2005
Total estimated cost over next 5 years	853,352	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
PA26-3	Walnut Ridge			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Construct two new playgrounds			70,000	2002
Provide resident community center			290,000	2004
Replace bathroom sinks			31,000	2004
Replace tie walls around buildings			28,000	2004
Replace bathroom floors			550,000	2005
Total estimated cost over next 5 years			969,000	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
PA26-4	Grant Street			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)

Construct new playground	35,000	2002
Install hydronic heating	450,000	2003
Erect storage area for each unit	250,000	2003
Replace cleanouts in tub drains	20,000	2004
Total estimated cost over next 5 years	755,000	

Optional 5-Year Action Plan Tables

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
PA26-5	Brinton Hill, Sciota St., Big Run		

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace tile in kitchens at Brinton Hill	48,300	2002
Replace exhaust fans in all kitchens	34,560	2002
Install hydronic heating	433,560	2003
Install covering for outside electrical boxes at Brinton Hill, Sciota Street and Big Run	14,400	2004
Install Security screens at Sciota Street and Big Run	106,259	2004
Replace kitchen cabinets at Big Run	121,000	2004
Total estimated cost over next 5 years	758,079	

Optional 5-Year Action Plan Tables

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
PA26-6	Skyview Towers		

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Install water shutoffs in walls	26,100	2004
Total estimated cost over next 5 years	26,100	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
PA26-7	West Lincoln Terrace		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Erect front and back porches		200,000	2002
Convert building to storage shed		10,000	2002
Replace tile in living rooms		50,025	2002
Restore brick on all units		54,912	2003
Waterproof basements		203,750	2004
Replace lighting fixtures in all rooms		40,000	2004
Install covering for outside electrical boxes		7,500	2004
Total estimated cost over next 5 years		566,187	

Optional 5-Year Action Plan Tables

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
PA26-8	Crescent Place			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Install automatic entrance doors			27,600	2002
Replace mail boxes			16,560	2002
Total estimated cost over next 5 years			44,160	
Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
PA26-9	Neshannock Village			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Install hydronic heating			310,000	2002
Total estimated cost over next 5 years			310,000	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
PA26-10	Lawrence Manor			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Install grab bars in bathrooms			44,100	2004
Replace ranges			95,445	2004
Total estimated cost over next 5 years			139,545	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
PA26-12	McGrath Manor			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace floor tile			250,000	2005
Total estimated cost over next 5 years			250,000	

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

Salaries	21,200	2002
Architect/Engineer	70,000	2002
Consultant	57,300	2002
Resident Coordinator	15,000	2002
Audit	1,000	2002
Advertising	1,240	2002
Contingency	130,015	2002
Operations	165,533	2002
Computer Update	10,000	2002
Salaries	21,200	2003
Architect/Engineer	70,000	2003
Consultant	57,300	2003
Audit	1,000	2003
Advertising	1,240	2003
Contingency	81,588	2003
Security Guards	69,000	2003
Operations	165,533	2003
Salaries	21,200	2004
Architect/Engineer	70,000	2004
Consultant	57,300	2004
Resident Coordinator	15,000	2004
Audit	1,000	2004
Advertising	1,240	2004
Police Patrols	66,000	2004
Contingency	132,426	2004
Operations	165,533	2004
Replacement Reserve	34,728	2004
Computer Update	10,000	2004
Salaries	21,200	2005
Architect/Engineer	70,000	2005
Consultant	57,300	2005
Audit	1,000	2005
Advertising	1,240	2005
Contingency	121,060	2005
Operations	165,533	2005
Total estimated cost over next 5 years	1,949,909	

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.

The Lawrence County Housing Authority has no specific plans for disposing or demolishing any public housing units in the year 2001. The Authority is reserving its option to demolish units under the de minimis exception for demolition provided by the QHWRA.

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description	
1a. Development name:	<i>Crescent Place, Skyview Towers, Lawrence Manor</i>
1b. Development (project) number:	<i>PA26-8, PA26-6, PA26-10</i>
2. Designation type:	Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	<i>(09/30/01)</i>
5. If approved, will this designation constitute a (select one)	<input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:	<i>320</i>
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" 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.

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

A two-page summary of the Housing Authority's Community Service and Self-Sufficiency Program is included at the end of this document under attachment 2.

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

{Explanation: The 1997 Personal Responsibility and Work Opportunity Reconciliation Act replace Aid to Families with Dependent Children with the new Temporary Assistance for Needy Families (TANF). TANF financial assistance is provided by the PA Department of Public Welfare}.

The Authority has an ongoing working relationship with the TANF but no formal written agreement

If yes, what was the date that agreement was signed?

2. Other coordination efforts between the PHA and TANF agency (select all that apply)
- X Client referrals
 - X Information sharing regarding mutual clients (for rent determinations and otherwise)
 - X Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
 - Jointly administer programs
 - Partner to administer a HUD Welfare-to-Work voucher program
 - Joint administration of other demonstration program
 - X Other (describe)
Implement Career Links Program

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

- X 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
- X Other policies (list below)

See above for arrangement with Career Links

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Adult Basic Education</i>	<i>Varies</i>	<i>Self selection</i>	<i>PHA main office</i>	<i>Both</i>
<i>Family Counseling</i>	<i>Varies</i>	<i>As needed</i>	<i>School District</i>	<i>Both</i>
<i>Employment Training</i>	<i>Varies</i>	<i>Self selection</i>	<i>Sec. 3 Consultant</i>	<i>Both</i>
<i>Employment Readiness</i>	<i>Varies</i>	<i>Self selection</i>	<i>PHA main office</i>	<i>Both Volunteers</i>

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

- 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:

The PHA does not now have an FSS program. The appropriate waiver request will be submitted to HUD.

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
 - Informing residents of new policy on admission and reexamination
 - Actively notifying residents of new policy at times in addition to admission and reexamination.
 - Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
 - Establishing a protocol for exchange of information with all appropriate TANF agencies
 - Other: (list below)

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

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.

The Authority has established a long-range goal of increasing its efforts in eliminating drugs from our communities. The HACL intends to make full use of available HUD/PHDEP (Public Housing Drug Elimination Program) funds as they become available. In addition, the Authority intends to pursue the possibility of renting a public housing unit to a police officer in order to increase security for the residents of a selected development. No development or project has been selected at this time. However, the HACL intends to study this possibility. The Resident Advisory Board will be consulted on this matter, and a long-range plan will be developed.

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

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

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

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 LCHA conducts an annual survey of all residents. The most recent survey was completed in December of 1999

Analysis of crime statistics over time for crimes committed "in and around" public housing authority

Both the City of New Castle and Borough of Ellwood City police departments provide police reports that are reviewed on a regular basis.

Analysis of cost trends over time for repair of vandalism and removal of graffiti

Resident reports

PHA employee reports

Police reports

Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs

Other (describe below)

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

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 an agency to provide prevention services..

- Crime Prevention through Environmental Design
 Activities targeted to at-risk youth, adults, or seniors
 Volunteer Resident Patrol/Block Watchers Program
 Other (describe below)

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

C. Coordination between PHA and the police

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

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

*Agreements have been established with the City of New Castle and Borough of
Ellwood City police departments through both the PHDEP program and the
Comprehensive Grant Program.*

Other activities (list below)

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

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2001 PHDEP funds must provide a PHDEP Plan meeting
specified requirements prior to receipt of PHDEP funds.

X Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year
covered by this PHA Plan?

Yes No: Has the PHA included the PHDEP Plan for FY 2001 in this PHA Plan?

Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: PA026a012001)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

The Housing Authority has established a rider to the lease concerning the issue of pets in public housing and will implement the rider during FY 2001.

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
- X Other: (list below)

1. *The Housing Authority will explore the possibility of leasing space to an outside organization for daycare or similar activities.*
2. *The Housing Authority will begin to implement the conversions at Lawrence Manor and McGrath Manor.*

3. Yes X 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. X 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)
- X Provided below:

**RESIDENT ADVISORY COUNCIL
ANNUAL PLAN 2001
September 28, 2000
3:00 p.m.**

Attendance:

*William R. Goslee - McGrath Manor
Lilly M. Mahone - Brinton Hill
Barbara J. Owens - West Lincoln Terrace
Michele Conti - HAACL*

Holly Girdwood - HACL
Gene DiGennaro - HACL
Jim Robinson - Consultant
Trudi Murphy - Resident Coordinator HACL
Elizabeth Simpson - McGrath Manor
Marian Yerage - HACL

Mr. Robinson introduced himself and explained that he had worked with the Housing Authority on last year's Plan 2000 and also with this year's Plan 2001. He passed out an evaluation of the 2000 Plan Accomplishments and reviewed it as per attached.

Mrs. Owens asked what self-sufficiency training was?

Mr. Robinson answered training on how to get a job, resume training, etc. He then referred to the Community Service Plan which is described in the 2001 Annual Plan.

Mrs. Girdwood explained it would be the tenants that have minimum rent not under welfare which would be approximately 25 tenants.

Mrs. Owens stated the tenants that are working, work just enough and then quit and go to another job.

Mr. Robinson explained the Comprehensive Grant has been changed to Capital Fund Program.

Mr. Goslee stated the Resident Board Member was not picked by the tenants. The Resident Advisory Board was to recommend but it wasn't done that way. I thought HUD dictated it.

Mr. Robinson stated the next Resident Board Member would be picked that way and then submitted to the County Commissioners but there is no guarantee the Commissioners would appoint the Resident.

Mrs. Owens said that will be four years from now.

Mr. Robinson then reviewed the accomplishments further.

Mr. Goslee asked what the top PHAS score is?

Mr. Robinson answered 100.

Mr. Goslee asked if the security police should be at the high rise buildings eight hours a day because they aren't there.

Mrs. Girdwood stated that should be addressed under the PHDEP Program.

Mr. Goslee asked about designating elderly high rise buildings.

Mr. Robinson stated under the 2001 Annual Plan, we will be investigating the feasibility of designating some of the elderly buildings as elderly only. He then began reviewing the 2001 Annual Plan. HUD approved the Unit Conversion of Lawrence Manor and McGrath Manor to be completed next year.

Ms. Mahone asked if Brinton Hill has designated streets for elderly only?

Ms. Conti stated you cannot designate family units for elderly only.

Ms. Owens stated get the Police in these projects and get rid of the bad ones.

Mr. Robinson stated that a Pet Policy would be reviewed in the year 2001.

Ms. Mahone asked if pets were allowed in family units now?

Mr. Robinson said not yet; possibly next year.

Mr. Goslee stated his wife paid a lot of money to get a cat in her unit.

Mr. Robinson then reviewed Community Service Plan for 2001.

Ms. Owens stated they should be made to work on the grounds of each project.

Mr. Robinson stated they cannot do normal maintenance jobs under Community Service. The jobs would have to be identified. That is dictated by HUD.

Mrs. Girdwood stated we will have to evaluate it.

Mr. Robinson stated it will be a condition of the Lease.

Mr. Goslee asked if welfare people would be doing this?

Mrs. Girdwood answered no; the only people that will be doing it are the residents that are not receiving welfare. The welfare recipients will be doing it under the Welfare Community Service Program.

Mr. Robinson stated Section 8 will be requesting approximately the same amount as last year and we added nine more units from Riverside Apartments to the Section 8 Program.

Mr. DiGennaro stated the nine units were being subsidized under their program and we took them over.

Mrs. Girdwood stated the Capital Fund Program is included in the Annual Plan and reviewed the items.

Mr. Goslee asked about police patrols that are in the plan.

Mrs. Girdwood stated they are overlapping for each year of the plan. She then asked for suggestions for the Capital Fund Program for future years.

Mr. Goslee asked for Security Cameras in the public areas of McGrath Manor.

Ms. Owens asked for new bathtubs to be installed at West Lincoln Terrace.

Ms. Murphy asked for new tile in the bathrooms at Sciota Street and at Big Run install showers, kitchen cabinets and porch dividers for units that don't have them.

Ms. Mahone asked for replacing tile in the bathrooms at Brinton Hill.

There being no further questions to come before the meeting, the meeting was adjourned.

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:

X Other: (list below)

Will add the following items to the Capital Fund Program when the funds are available per the Resident Advisory Boards's request:

1. *Replace bathroom tile in units at Brinton Hill.*
2. *Replace bathroom tile in units at Sciota Street.*
3. *Install showers, kitchen cabinets, and porch dividers in units at Big Run.*
4. *Replace bathtubs at West Lincoln Terrace.*
5. *Install security cameras at McGrath Manor.*

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

1. Yes X 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 X 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

In the Commonwealth of Pennsylvania appointment to the PHA Board is done by the elected officials for the jurisdiction in which the PHA operates. In the case of the Lawrence County PHA appointment to the Board is done by the Lawrence County Board of Commissioners. The current resident Board Member was selected for appointed by the Board of Commissioners through a self-nomination process. In the future, the Resident Advisory Board will nominate an adult resident leaseholder for consideration for appointment by the County Commissioners. The nomination activity will take place in December of the year of the election, and the appointment by the Commissioners is expected to occur in February of the following year.

a. Nomination of candidates for place on the ballot: (select all that apply)

- X Candidates were nominated by resident and assisted family organizations
- X Candidates could be nominated by any adult recipient of PHA assistance
- X Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- X Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- X Other (list)
Any adult in household on the lease who is receiving PHA assistance.

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
- X Other (list)
Members of the Resident Advisory Board.

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)

Commonwealth of Pennsylvania

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)

- X 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.
- X The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- X Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

1. *In order to have unit configurations that are more marketable, the Housing Authority will convert 20 zero-bedroom units to 10 one-bedroom units at Lawrence Manor and 16 zero-bedroom units to 8 one-bedroom units at McGrath Manor.*

Other: (list below)

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

- a. *Both plans identify a stagnant aging housing market reflecting a population that has continued to age and decrease over the past 30 years.*
- b. *The commonality between the plans in identifying the number of housing programs available and used throughout the area.*
- c. *The relationship between income and housing needs is universal throughout the Commonwealth.*
- d. *For those living in assisted housing, the importance of the linkage between supportive services and housing needs.*
- e. *The need to increase rental housing opportunities.*
- f. *The need to promote housing opportunities reflecting a diversity of income levels, race, ethnicity and disability.*
- g. *The need to increase the availability of housing opportunities for persons with disabilities.*

D. Other Information Required by HUD

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

Attachment 1

**Public Hearing
Annual Plan 2001
October 6, 2000
3:00 p.m.**

Attendance:

Harry Witte, President Tenant Council Crescent Place

Nora Canterbury - Crescent Place

Gary Biddle - HACL

Holly Girdwood - HACL

William Goslee - McGrath Manor

Marian Yerage - HACL

Angelo Burrelli - HACL

The meeting started at 3:00 p.m. Mrs. Girdwood introduced the attendees and began explaining the purpose of the meeting. She then reviewed the modernization section of the Annual Plan.

Mr. Witte asked why there were park benches in the modernization for Crescent Place when they already have them?

Mr. Burrelli stated they are old and need replaced.

Mr. Witte asked about the Security Cameras to be installed. Do they have a wide angle? Will they be placed in which entrances.

Mrs. Girdwood stated the architect will have to review the building to determine the type of security camera to be installed and then he will review what entrances the cameras will be installed.

Ms. Canterbury asked if there was a poster regarding Do=s and Don=ts in the building?

Mrs. Girdwood stated new tenants get a Tenant Handbook which has that in it and if they need one to request it from the Manager.

Mrs. Girdwood then reviewed the Pet Rider to the Lease.

Mr. Witte asked if the Housing Authority could install screens in the patio at Crescent Place.

Mr. Burrelli stated we are looking into that.

Mr. Goslee stated the Annual Plan states the police are meeting with the tenants as part of security. They don=t meet with us.

Mrs. Girdwood stated the police meet with the Tenant Councils at the Drug Elimination Meetings. There will also be a Survey coming out for all tenants= comments. We are checking into the police and security patrols.

Mr. Goslee asked why would the F.O.P. bid on a job they couldn=t handle?

Mr. Witte stated that LOBO Security has not been there for three days. She came in two days. What hours are they reporting? Also we would like to have locks on our doors like Walnut Ridge has.

Mrs. Girdwood stated we can put that in our plan.

Mr. Goslee stated they had locks put on their doors but they paid for them.

Mr. Witte asked if a tenant wanted a new lock, then they would have to pay for them?

Mr. Burrelli stated the Maintenance Department would still have to have a key.

Mr. Witte asked if they could get card keys instead of a regular key?

Mr. Burrelli stated you are better off with a regular key because when the power goes off or lightening hits the doors will not open.

Mr. Witte asked what about the people on oxygen when the power goes off?

Mr. Burrelli stated don=t they have a back up emergency tank?

Ms. Canterbury stated I thought there were emergency plugs in the hallways.

Mr. Burrelli stated talk with the Maintenance Man to find out about the plugs and have him talk to the tenants that have tanks.

There being no further questions to come before the meeting, the meeting was adjourned.

Attachment 2

Implementation of Public Housing Resident Community Service Requirements

The Lawrence County Housing Authority has established a community service policy and program to meet the eight hour community service/self-sufficiency requirements of the QHWRA. The program is planned to become operational on January 1, 2001.

The Authority has undertaken an assessment of the number of persons preliminarily believed to be nonexempt from the community service/self-sufficiency requirement. Since these number are relatively small the PHA has constructed a program which they will initially administer. The Authority is reserving the option to contract with a third party, including the Resident Advisory Board, if after gaining some experience this becomes necessary.

As an initial step the Authority will communicate the requirements (including the complete list of exempt categories) to all public housing households. With this correspondence the PHA will also identify those individuals within the household, who according to the most recent PHA resident recertification, will be required (non-exempt) and those not required (exempt) to participate in an eight hour community service program. Persons incorrectly identified are instructed to contact the PHA site office with documentation supporting their correct status.

Among other items the letter will also indicate that the lease will be amended as of January 1, 2001 or as soon as practicable thereafter, to require community service for all non-exempt persons and noncompliance (following proper appeal) will result in eviction.

The Housing Authority will be an active partner in assisting residents to meet the community service requirement. The Community Service Program will be built around a combination of self-sufficiency and community service opportunities. The Authority has entered into a formal agreement with the Lawrence County Team PA CareerLink program to provide employment and training services to public housing residents including identifying employment opportunities, job readiness counseling, job placement assistance, information regarding training opportunities, and eligibility determination for specialized programs and services. CareerLink also does employment recruitment for Lawrence County employers and has access to current employment opportunities. Although community service opportunities, within the guidelines of the QHWRA, including service in and around Housing Authority property, will be identified and offered, the nonexempt residents will be directed toward the PA CareerLink Program. Whatever option is chosen it is the

responsibility of the resident to meet the eight hour monthly service/self-sufficiency requirement as a provision of the lease and continued occupancy in public housing.

Residents participating in the CareerLink program (self-sufficiency) will be required to use the type of sign in-sign out process developed by that organization. The agency or organization for which the community service is provided by the resident will be responsible to document that service in a manner acceptable to the Authority.

Attachment 3

PHA 5 Year Plan Progress Report

Lawrence County Housing Authority 2000 Accomplishments

- 1. Community Service: During the 2000 Program Year the Authority refined its initial plans to provide 8 hours monthly work or self sufficiency opportunities. The PHA has partnered with the PA Dept. of Welfare and now participates in the Commonwealth's "Career Link" employment program. Through this joint effort, non-exempt public housing residents will have the option of providing community service or participating in a structured employment training course including counseling, pre-employment training, personal and hygiene tips, resume writing, basic computer skills and others.*
- 2. Capital Fund Progress: The Authority is on target in meeting its planned public housing improvements. 75% of the 2000 Capital Fund allocation has been committed. All programmed activities are on schedule with commitment and expenditure projected as planned.*
- 3. Resident Board Member: To assure representation on the Housing Authority Board, the Housing Authority adopted a policy requiring that residents interested in being placed on the Board must be elected from the resident population. Following the election process the winning resident's name will be forwarded to the County Commissioners for appointment.*
- 4. The Authority has adopted Municipal waiting lists as was presented in the 2000 Annual Plan. The LCHA now has two waiting lists; one for New Castle, and one for Ellwood City.*
- 5. Since the submission of the 2000 Plan the Authority's PHAS score as reported by HUD has increased from 67.25 to 81.8. the Authority's goal remains at 90.*
- 6. A contract has been signed with "Career Links", a local non-profit organization set up through the County to provide services to unemployed persons, with the goal of assisting Authority Tenants in finding and keeping employment.*
- 7. The Authority has been successful in reducing turnover time from 61.51 days to 39.93 days.*

8. *As stated in the 2000 Plan, the Authority did apply for additional Section 8 units in the 2000 Plan year. Nine units were received for Riverside apartments in New Castle.*
9. *As planned in the 2000 Plan the Authority has contracted with the local Fraternal Order of Police and the local Police Departments to provide security services at three hi-rise buildings in New Castle, and one hi-rise building in Ellwood City.*
10. *As also was projected in the 2000 Plan, the LCHA has taken certain physical action to improve security at our developments. We have removed several trees to increase line of sight for better visibility at Walnut Ridge , Neshannock Village, and Grant Street and have removed old deteriorated playgrounds at Walnut Ridge and Grant Street.*

Attachment 4

Definition of Substantial Deviation

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 2001 Annual Plan.

1. *Changes to rent or organization of the waiting list.*
2. *Additions of non-emergency work items in excess of \$25,000 (items not included in the current Annual Statement or 5-year Action Plan) or change in use of replacement reserve funds under the Capital Fund.*
3. *Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.*

Attachment 5

Pet Policy

The PHA has established a pet policy that is incorporated into the lease as a rider and requires a security deposit and monthly maintenance charge. The policy states that a common household pet is defined as a domesticated animal, such as a dog, cat, bird, rodent (including a rabbit), fish or turtle that is traditionally kept in the home for pleasure rather than for commercial purposes. Common household pet does not include reptiles (except turtles). Aquariums cannot be larger than five (5) gallons. No other type of pet will be permitted. Any other pet will be refused registration. Dogs must be no less than six (6) months old, completely housebroken, spayed or neutered, and cannot weigh more than twenty-five pounds. Cats must be no less than six (6) months old, litter box trained, de-clawed, spayed or neutered, and cannot weigh more than fifteen pounds. If the dog or cat grows to weigh more than the allowable weight, it then must be removed from the household immediately or the entire household will face the possibility of eviction. Only one four-legged, warm-blooded pet, is permitted, in a unit. Only one aquarium is permitted in a unit.

All pets are required to be pre-registered before being brought into the unit and registration must show type of pet, recent picture, name, age, and if applicable, license number and current inoculation information, name and address of pet's veterinarian, plus a signed responsibility card showing the name of three (3) persons to call to come get the pet in the event of the Tenant's illness or death

Attachment 6

Resident Member of the PHA Governing Board

Name: James Graves

Method of Selection: Appointment

Term: January 1, 2000 – December 31, 2004

Attachment 7

Membership of the Resident Advisory Board/s

<u>Name</u>	<u>Community represented</u>
1. Ed Fisher	Lawrence Manor
2. William Goslee	McGrath Manor
3. Lilly M. Mahone	Brinton Hill
4. Cheryl Mitchell	Neshannock Village
5. Karen Viccari	Walnut Ridge
6. Barbara Owens	Lincoln Terrace
7. Adrienne Wiley	Big Run
8. Corey Eggleston	Harbor Heights
9. Annette Buckel	Section 8

Attachment 8

Admissions Policy for Deconcentration

Economic Deconcentration of Very Low Income Families and Income Mixing in Public Housing.

A. Background and Overview of HUD Policy Objectives.

The Quality Housing and Work Responsibility Act (QHWRA) became law in October 1998. Many of the provisions of this Act are revisions to the United States Housing Act of 1937 (USHA) which has guided public housing policy for over 60 years.

One of the purposes of the QHWRA is to facilitate mixed income communities and decrease the concentration of poverty in public housing. Section 513 of the QHWRA establishes, among other things, “annual requirements for admitting families with incomes below 30% of area median income, and related income targeting requirements.”

In as much as the concentration of low income families is now prohibited in public housing, PHA’s must submit with their newly required Public Housing Agency Annual Plans an Admission policy designed to provide for deconcentration of poverty and income mixing by bringing higher income tenants into lower income public housing projects and bring lower income tenants into higher income public housing projects.

To further this objective the following rule has been established:

With respect to income targeting, the general rule is that in each fiscal year, at least 40% of families admitted to public housing by a PHA must have incomes that do not exceed 30% of area median. The “fungibility” provisions allow a PHA to admit less

than 40% of families with incomes below 30% of median (very poor families) in a fiscal year, to the extent the PHA has provided more than 75% of newly available (Section 8) vouchers and certificates (including those resulting from turnover) to very poor families. HUD has also imposed 3 limitations on the use of fungibility.

PHAs are permitted to consider a number of approaches in designing an Admission Policy to achieve the goals of deconcentration and income mixing, included are the use of skipping over certain families on the waiting lists based on incomes; the establishment of certain preferences such as worker preferences; appropriate affirmative marketing efforts; additional applicant consultation and information; provision of additional supportive services and amenities; and rent incentives authorized by the QHWRRA. Site based waiting lists may also be used as an integral part of the Admissions Policy to promote deconcentration.

To implement these new requirements, which is applicable to public housing, PHAs must:

- 1. Determine and compare the relative tenant incomes of each development, as well as the household incomes of census tracts in which the developments are located; and*
- 2. Consider what Admission Policy measures or incentives, if any, will be needed to bring higher income families into lower income developments (or if appropriate to achieve deconcentration of poverty, into developments in lower income census tracts) and lower income families into higher income developments (or if appropriate to achieve deconcentration of poverty, into developments in higher income census tracts). PHA policies must devote appropriate attention to both of these goals. PHA policies must affirmatively further fair housing.*

B. The Housing Authority of the County of Lawrence operates under an Admission and Occupancy Policy approved by the Authority Board of Directors on July 5, 1988. The Policy has been amended numerous times, the latest amendment was made on February 8, 1999. This Policy is hereby revised to provide for economic deconcentration and income mixing. Admission to public housing will include at least 40% of eligible applicants having incomes which do not exceed 30% of median income of the area. (Subject to "fungibility" provisions cited above).

The Housing Authority will strive for economic deconcentration and income mixing in all of its communities by doing the following:

- 1. The Authority will skip over a lower income applicant on the waiting list to a higher income applicant if the higher income applicant is needed to deconcentrate a lower income development. The reverse will also apply; the Housing Authority will skip over a higher income*

applicant if a lower income applicant is needed to deconcentrate a higher income community.

2. *The Housing Authority of the County of Lawrence has established a preference for employed persons. The employment preference will also be used to further economic deconcentration.*
3. *The Housing Authority will employ positive and affirmative advertising methods in local newspapers.*
4. *Applicants who are interested will be supplied with appropriate information regarding income and areas that may be available because of deconcentration efforts.*
5. *As a part of the newly required Public Housing Agency Plan, the Authority will research the possibility of providing rent incentives to applicants agreeing to move into targeted deconcentration developments.*
6. *Currently, the Housing Authority has targeted the three (3) developments with the highest average income; and the three (3) developments with the lowest average income for economic deconcentration efforts. The developments of Lincoln Terrace, McGrath Manor, and Sciota Street all located in the City of New Castle have the lowest average income tenants and are targeted for higher income applicants. Lawrence Manor and Brinton Hill in the City of New Castle and Crescent Place in Ellwood City have high average tenant incomes and are targeted for lower income applicants.*

Table Library

Public Housing Drug Elimination Program Plan

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

Annual PHDEP Plan Table of Contents:

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

Section 1: General Information/History

A. Amount of PHDEP Grant \$ 206,988

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

C. FFY in which funding is requested 2001 _____

D. Executive Summary of Annual PHDEP Plan

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

The Authority proposes to eliminate illegal drugs in the project areas by completing some physical improvements to enhance security. The Authority feels that it will be successful if we can offer the residents a safer way of life.

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)
Harbor Heights	76	193
Walnut Ridge	100	231
Grant Street	100	219
Brinton Hill	50	76
Sciota Street	24	59
Big Run	22	53
Skyview Towers	120	129
Lincoln Terrace	50	124
Crescent Place	50	50
Neshannock Village	69	190
Lawrence Manor	150	149
McGrath Manor	92	63

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	278,700	PA28DEP0260196	0		
FY 1997					
FY1998	270,300	PA28DEP0260198	0		10/31/00
FY 1999	198,606	PA28DEP0260199	55,866		10/31/01
FY 2000	206,988	PA28DEP0260100	177,840		10/31/02

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

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

The goal of our PHDEP plan is to help the residents feel safe in their communities.

In order to achieve this we will complete some physical improvements to enhance security.

In order to monitor and evaluate the PHDEP plan, the Authority will conduct resident surveys before, during, and after the grant to determine the effectiveness of the physical improvements.

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	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	206,988
9160 - Drug Prevention	
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
TOTAL PHDEP FUNDING	206,988

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.

9150 - Physical Improvements					Total PHDEP Funding: \$ 206,988		
Goal(s)	Make the resident feel safe in their communities						
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. physical improvements			11/01	10/03	206,988		
2.							
3.							

Section 3: Expenditure/Obligation Milestones

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

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110				
9120				
9130				
9140				
9150	Activity 1	103,494	Activity 1	206,988
9160				
9170				
9180				
9190				
TOTAL		103,494		206,988

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.”

Public Housing Drug Elimination Program Plan

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

Annual PHDEP Plan Table of Contents:

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

Section 1: General Information/History

- A. Amount of PHDEP Grant \$ 206,988
- B. Eligibility type (Indicate with an "x") N1 _____ N2 _____ R X
- C. FFY in which funding is requested 2000
- D. Executive Summary of Annual PHDEP Plan

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

The Authority proposes to eliminate illegal drugs in the project areas by reimbursement of local police for additional protective services and by contracting with an individual/agency for prevention services. The Authority feels that it will be successful if we can increase the school attendance of the public housing school-age children and offer the residents a safer way of life.

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)
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Lincoln Terrace	50	124
Crescent Place	50	50
Neshannock Village	69	190
Lawrence Manor	150	149
McGrath Manor	92	63

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	278,700	PA28DEP0260196	0		
FY 1997					
FY 1998	270,300	PA28DEP0260198	139,697		10/31/00
FY 1999	198,606	PA28DEP0260199	198,606		10/31/01

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.

The goal of our PHDEP plan is to increase the school attendance of the public housing school-age children and offer the residents a safer way of life.

In order to achieve this we will contract with the local law enforcement agencies to provide additional security and protective services and we will contract with an agency/individual for prevention services.

In order to monitor and evaluate the PHDEP plan, the Authority will conduct resident surveys before, during, and after the grant to determine the effectiveness of the patrols and we will monitor the school attendance records for each public housing student.

B. PHDEP Budget Summary

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

FY __2000__ PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	181,988
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	25,000
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
TOTAL PHDEP FUNDING	206,988

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: \$181,988		
Goal(s)		Offer residents a safer way of life					
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Security patrols			11/00	10/02	181,988		

9160 - Drug Prevention					Total PHDEP Funding: \$25,000		
Goal(s)		Increase school attendance					
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. prevention services			11/00	10/02	25,000		

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	Activity 1	90,994	Activity 1	181,988
9120				
9130				
9140				
9150				
9160	Activity 1	12,500	Activity 1	25,000
9170				
9180				
9190				
TOTAL		\$103,494		\$206,988

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.”