

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

# PHA Plans

5 Year Plan for Fiscal Years 2001 - 2005  
Annual Plan for Fiscal Year 2002

Line No.	Performance and Evaluation Report for Period Ending: Summary by Department Account	Final Performance and Evaluation Report		Total Actual Cost	
		Total Estimated Cost	Total Actual Cost		
		Original	Revised	Obligated	Expended
1	1406 CFP				
2	1406 Oeath				
3	140 Management	15,000			
4	1410 Amntatn	11,060			
5	1411 At	1,000			
6	1415 Late Damae				
	1430 Fee an C	30,000			
	1440 Ste Actin				
	1450 Ste Imemnt	3,200			
10	1460 Den Stctee	416,000			
11	14651 Den Emngh	6,000			
12	140 Nhen Stctee				
13	145 Nhen Emel	31,000			
14	145 Demtn				
15	140 Reacement				
16	142 Mnt Demtnt				
1	1451 Recatn C				
1	141 Deement Attie				
1	1501 Cateatn Set Sece				
20	1502 Cntnenc				
21	1401 An nngant m ne 2	5,060			
22	1401 ne 21 Reate t LBP Actie				

AGENCY PLAN  
 HOUSING AUTHORITY OF THE COUNTY OF LEBANON  
 PUBLIC HEARING HELD AND  
 APPROVED BY BOARD OF COMMISSIONERS  
 APRIL 4, 2001

NOTE: THIS PHA PLAN TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PHN NOTICES.

**PHA Plan  
Agency Identification**

**PHA Name:** Housing Authority of the County of Lebanon

**PHA Number:** PA052

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

**Public Access to Information**

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

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

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

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

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

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

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

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

**A. Mission**

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

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

**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.**

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

*Year one accomplishment – Applied for 50 additional Section 8 Vouchers.*

- PHA Goal: Improve the quality of assisted housing  
Objectives:
- Improve public housing management: (PHAS score)
  - Improve voucher management: (SEMAP score)
  - Increase customer satisfaction:

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- Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

*Year one accomplishment – modernization activity was maintained on schedule.*

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

*Year one accomplishments – The Authority has become actively involved with the county wide Rental Property Owner’s Association. These landlords own rental properties outside of areas of high poverty concentration. As a result, new landlords have leased or are now willing to lease their units to voucher holders. The Authority also increased its Voucher payment standards to the maximum 110 percent level to increase opportunities within its county jurisdiction.*

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

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

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*Year one accomplishment – the regulatory restrictions and opportunities were reviewed. Action is planned during year two.*

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

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

Objectives:

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

*Year one accomplishment – Between 1997 and 1999 the number of families receiving income from wages dropped from 67 to 63 percent. However, during year one this percentage jumped to a very high 69 percent. Authority programs continue to effectively encourage and assist residents to obtain employment.*

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

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

*Year one accomplishments – the Authority continues to ensure access to assisted housing to all those in need. Close working relationships are maintained with several Spanish speaking organizations to assure that language is not an impediment to full access to the Authority's resources. The Authority has constant contact with the Latino Community through the Hispanic Outreach Program, which it operates for the County of Lebanon. In the past year, the Authority has also added two bi-lingual receptionists to its staff.*

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

**Annual PHA Plan  
PHA Fiscal Year 2002**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

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

***Eliminated as a requirement.***

**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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**Annual Plan**

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ii. Table of Contents

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**Attachments**

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

Required Attachments:

- Admissions Policy for Deconcentration – Attachment 1 (***Included in Section 18 Other, Part D***)
- FY 2001 Capital Fund Program Annual Statement – Attachment 5 (***Separate file PA052a01***)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart

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- FY 2001 Capital Fund Program 5 Year Action Plan – Attachment 5 (*Separate file PA052a01*)
- Public Housing Drug Elimination Program (PHDEP) Plan – Attachment 2 (*Included in Section 18 Other, Part D*)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (*Included in Text, Section 18*)
- Other (List below, providing each attachment name)  
 RESIDENT ADVISORY BOARD MEMBERS, Attachment 3 (*Included in Section 18 Other, Part D*)  
 RESIDENT APPOINTED TO BOARD OF COMMISSIONERS, Attachment 4 (*Included in Section 18 Other, Part D*)  
 ANNUAL STATEMENT/PERFORMANCE EVALUATION AND REPORT, Attachment 6 (*Separate file PA052b01*)

**Supporting Documents Available for Review**

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

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

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<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	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	Selection, and Admissions Policies
X	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
X	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 type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	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
N/A	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
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	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
N/A	Approved or submitted public housing homeownership	Annual Plan:

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<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
N/A	programs/plans	Homeownership
N/A	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
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	Pet Policy	Included in Admission and Occupancy Policy
X	Community Services Policy	Included in Admission and Occupancy Policy

**1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

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

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

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Affordability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	742	5	5	5	3	4	4
Income >30% but <=50% of AMI	364	4	4	4	3	4	4
Income >50% but <80% of AMI	483	4	4	4	3	4	3
Elderly	675	2	2	3	3	5	3
Families with Disabilities	N/A	3	3	3	2	3	3
African-American	24	4	3	3	3	3	3
Hispanic	219	4	3	3	3	3	3
Race/Ethnicity							
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 00
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information) *Housing Authority of the County of Lebanon*

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

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

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	330		92
Extremely low income <=30% AMI	204	62%	
Very low income (>30% but <=50% AMI)	98	30%	
Low income (>50% but <80% AMI)	28	8%	
Families with children	156	47%	
Elderly families	41	12%	
Families with Disabilities	81	24%	
Race/ethnicity - White	185	56%	
Race/ethnicity - Black	27	8%	
Race/ethnicity - Indian	3	1%	
Race/ethnicity - Asian	2	1%	
Race/ethnicity - Hispanic	113	34%	
Characteristics by Bedroom Size (Public Housing Only)			
Efficiency			16(17%
1BR	182	55%	12 (13%)
2 BR	73	22%	26 (28%)
3 BR	66	20%	22 (24%)
4 BR	6	2%	15 (16%)
5 BR	1	1%	1 (1%)

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	415		22
Extremely low income <=30% AMI	263	63%	
Very low income (>30% but <=50% AMI)	152	37%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	316	76%	
Elderly families	28	7%	
Families with Disabilities	80	19%	
Race/ethnicity - White	204	49%	
Race/ethnicity - Black	34	8%	
Race/ethnicity - Asian	2	1%	
Race/ethnicity - Hispanic	175	42%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	108	26%	7 (32%)
2 BR	168	41%	7 (32%)
3 BR	118	28%	6 (27%)
4 BR	20	5%	1 (5%)
5 BR	1	1%	0 (0%)
5+ BR	0	0%	0 (0%)

**Housing Needs of Families on the Waiting List**

Is the waiting list closed (select one)?  No  Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes

**C. Strategy for Addressing Needs**

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

**(1) Strategies**

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

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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**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)

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**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year.

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	\$439,807	
b) Public Housing Capital Fund	\$801,211	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$1,047,338	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$93,475	
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>	<b>\$1,273,320</b>	
<b>4. Other income (list below)</b>		
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	<b>\$3,655,151</b>	

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

[24 CFR Part 903.7 9 (c)]

**A. Public Housing**

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

**(1) Eligibility**

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (*two months*)
- Other: (describe)

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

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

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

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

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

**(2) Waiting List Organization**

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

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

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

- PHA main administrative office
- PHA development site management office

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Other (list below)

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

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

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

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

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

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

**(3) Assignment**

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

- One
- Two
- Three or More

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

Former Federal preferences:

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

Other preferences: (select below)

- Working families and those unable to work because of age or disability  
 Veterans and veterans’ families  
 Residents who live and/or work in the jurisdiction  
 Those enrolled currently in educational, training, or upward mobility programs  
 Households that contribute to meeting income goals (broad range of incomes) – *to assure that Authority meets the legislatively mandated target of admitting a minimum of 40 percent from those below 30 percent of the median income.*  
 Households that contribute to meeting income requirements (targeting)

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- 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.

*yes within categories* Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

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

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

**(6) Deconcentration and Income Mixing**

a.  Yes  No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b.  Yes  No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

**B. Section 8**

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

**(1) Eligibility**

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
  - Criminal and drug-related activity, more extensively than required by law or regulation
  - More general screening than criminal and drug-related activity (list factors below)  
*If no member of the family is a U.S. citizen or eligible immigrant.*  
*If any member of the family has been evicted from federally assisted housing for a serious violation of the lease, the PHA must deny admission for 5 years after the eviction occurred.*  
*The family violates any family obligation under the program as listed in 24 CFR 982.551.*  
*Any member of the family has ever been evicted from public housing.*  
*If any PHA has ever terminated assistance under the program for any member of the family.*  
*If any member of the family commits fraud, bribery or any other corrupt or criminal act in connection with any federal housing program.*  
*The family currently owes rent or other amounts to the PHA or to another PHA or other assisted housing provider in connection with Section 8 or public housing or other housing assistance under the 1937 Act.*  
*The family has not reimbursed any PHA for amounts paid to an owner under a HAP contract for rent, damages to the unit, or other amounts owed by the family under the lease.*  
*The family breaches an agreement with a PHA to pay amounts owed to a PHA, or amounts paid to an owner by a PHA.*  
*The family has engaged in or threatened abusive or violent behavior toward PHA personnel.*  
*Any member of the family whose drug or alcohol abuse interferes with the health, safety or peaceful enjoyment of other project residents.*
- Other (list below)
- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

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

**(2) Waiting List Organization**

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

**(3) Search Time**

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

If yes, state circumstances below:

*Emergencies*

*Where Voucher holder can document that they have made a good faith effort.*

**(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

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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, ***or are attending school in the jurisdiction.***
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)  
***Moderate Rehabilitation families who are currently residing in a unit which is overcrowded or under-occupied and there is no applicable unit available in the Moderate Rehabilitation development or other Moderate Rehabilitation developments within the PHA's Jurisdiction.***

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

Date and Time, within categories

Former Federal preferences

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

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Substandard housing  
Homelessness  
High rent burden

Other preferences (select all that apply)

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

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

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

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

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

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

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

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

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

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

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

- Through published notices
- Other (list below)

N/A

**4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

**A. Public Housing**

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

**(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

- *For hard to fill efficiency apartments, the rent is calculated based on 25 percent of the households income.*
- *The Employment Incentive Rent is designed to encourage families to obtain new or better employment during periods between annual recertifications. This Employment Incentive Rent is set at the same level as the existing flat rents.*

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

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

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

- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

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

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

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

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Other (list below)

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

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

f. Rent re-determinations:

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

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

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

**(2) Flat Rents**

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

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

*Cost and Fair Market Rents*

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

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

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

**(2) Minimum Rent**

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

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

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

**5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

**NOT APPLICABLE TO HIGH PERFORMING**

**AUTHORITIES**

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

**A. PHA Management Structure**

Describe the PHA’s management structure and organization.

(select one)

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

**B. HUD Programs Under PHA Management**

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

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

**C. Management and Maintenance Policies**

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

- (1) Public Housing Maintenance and Management: (list below)
- (2) Section 8 Management: (list below)

**6. PHA Grievance Procedures**

**NOT APPLICABLE TO HIGH PERFORMING AUTHORITIES**

[24 CFR Part 903.7 9 (f)]

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

**A. Public Housing**

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- PHA main administrative office
  - PHA development management offices
  - Other (list below)

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

1.  Yes  No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

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

**7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

**A. Capital Fund Activities**

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

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

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) pa052a01 (Attachment 5 in printed out document)

-or-

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

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

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at (state name pa052a01). (Attachment 5 in printed out document.)

-or-

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

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

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

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

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

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

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

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

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

**8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <i>Washington Arms and Stevens Towers</i>
1b. Development (project) number: PA052-3 and PA052-1B
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: <u>(12/31/01)</u>
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: 160
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.

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

submitted or approved:

- 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.)

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

**B. Section 8 Tenant Based Assistance**

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

2. Program Description:

a. Size of Program

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

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

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

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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)] **NOT APPLICABLE TO HIGH PERFORMING AUTHORITIES**

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

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

1. Cooperative agreements:

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

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

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

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

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

**(1) General**

a. Self-Sufficiency Policies

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

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families



**LEBANON COUNTY 2002 AGENCY PLAN – Final April 4, 2001**

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

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
<b>Program</b>	<b>Required Number of Participants (start of FY 2000 Estimate)</b>	<b>Actual Number of Participants (As of: DD/MM/YY)</b>
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:

**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)

<p><b>D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937</b></p>
---

**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.

**See D**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

**17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

**NOT APPLICABLE TO HIGH PERFORMING**

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

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

**18. Other Information**

[24 CFR Part 903.7 9 (r)]

**A. Resident Advisory Board Recommendations**

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name)
- Provided below:  
*Members of the Resident Advisory Board asked why the Authority didn't provide fire extinguishers for each resident's apartment. The Authority responded that fire extinguishers are not a code requirement and that they are costly to purchase and maintain. If the Authority did provide extinguishers for each apartment, then it is required by the Department of Labor and Industry to visually inspect them monthly, have a professional inspection annually, and replace the extinguishers every five years.*
3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments  
List changes below:
- Other: (list below)

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

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

**3. Description of Resident Election Process**

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

- Candidates were nominated by resident and assisted family organizations

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

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

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

1. Consolidated Plan jurisdiction: (provide name here) – *City of Lebanon and State*

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

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

Other: (list below)

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

*Certifications are attached*

**D. Other Information Required by HUD**

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

Attachments

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

Attachment 1

*DECONCENTRATION POLICY*

*[This is an excerpt from the Authority's Admissions and Occupancy Policy.]*

*It is the PHA's policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. If needed, the Authority will skip families on the waiting list to reach other families with a lower or higher income.*

*The Authority will affirmatively market its housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income applicants will not be steered toward higher income developments.*

*Prior to the beginning of each fiscal year, the PHA will analyze the income levels of families residing in each of its developments, the income levels of census tracts in which the developments are located, and the income levels of the families on the waiting list. Based on this analysis, the PHA will determine the level of marketing strategies and deconcentration incentives to implement.*

## Attachment 2

### 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 \$** \_\_\_\_\_
- B. Eligibility type (Indicate with an “x”)** N1 \_\_\_\_\_ N2  X  R \_\_\_\_\_
- C. FFY in which funding is requested** \_\_\_\_\_
- 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 Lebanon County Housing Authority’s successful Drug Elimination Program is a comprehensive, coordinated program that includes additional police patrols on an “as needed basis,” physical improvements, after-school tutoring, “Boost” a pre-school program, a youth recreation program, computer classes, adult education classes, employment development classes, an Hispanic Outreach Program, and counseling programs.*

**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)
Family units within the city of Lebanon	199	624
Family units in North Cornwall Township	25	79
Family units in South Lebanon Township	41	109

**F. Duration of Program**

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

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

**G. PHDEP Program History**

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

<b>Fiscal Year of Funding</b>	<b>PHDEP Funding Received</b>	<b>Grant #</b>	<b>Fund Balance as of Date of this Submission</b>	<b>Grant Extensions or Waivers</b>	<b>Anticipated Completion Date</b>
FY 1995					
FY 1996					
FY 1997					
FY 1998					
FY 1999	\$93,475	PA26DEP0520199	\$93,475		9-30-01
FY 2000	\$97,420	PA26DEP0520100	\$97,420		9-30-02

**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 Lebanon County Housing Authority and the City of Lebanon will sign a contract (MOU) for additional police presence in our city neighborhoods in order to reduce the number of police calls for service by 2% and to reduce the availability and use of drugs. Evaluation shall be by tracking the annual number of patrol hours in Housing authority developments, the total number of calls for police service, and the types of calls.*

*At least 10% of resident children and teens will participate in some type of prevention program activity. The Housing Authority will partner with at least one new community or business group to work with residents. Evaluation shall be by tracking the number of attendees at each program/activity, total number of hours children spend in the program, and by teacher, staff and participant comment.*

*At least 10% of adult residents will participate in one type of prevention activity; five to ten will take adult education classes; ten will take other types of classes; and 20% of program participants will use computers to do educational research, resumes, and job searches on the Internet. Evaluation shall be by tracking the number and*

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*percentage of adults being assisted, the types of programs to which they are referred, and participant and staff comment.*

*Four new security lights will be installed in dark areas. Evaluation shall be by resident and staff comment.*

**B. PHDEP Budget Summary**

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

<b>FY 2000 PHDEP Budget Summary</b>	
<b>Budget Line Item</b>	<b>Total Funding</b>
9110 - Reimbursement of Law Enforcement	\$5,000
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	\$87,420
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	\$5,000
<b>TOTAL PHDEP FUNDING</b>	<b>\$97,420</b>

**C. PHDEP Plan Goals and Activities**

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

**LEBANON COUNTY 2002 AGENCY PLAN – Final April 4, 2001**

<b>9110 - Reimbursement of Law Enforcement</b>						<b>Total PHDEP Funding: \$5,000</b>	
Goal(s)	To provide stable, crime free housing to low-income families, so they can work towards self-sufficiency.						
Objectives	To reduce the number of police “calls for service” to Authority property by 2% and to reduce the availability and use of drugs in HA neighborhoods.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Increased foot patrol and surveillance of HA developments.			10-1-01	9-30-02	On as needed basis	None	Total number of hours spent patrolling developments.
2. Collect, analyze, and report drug activity in HA developments; provide copies of UCR			10-1-01	9-30-02	On as needed basis	None	Total number and percentage of police calls for service.
3. Increase positive police presence in HA neighborhoods; police representation on Resident Advisory Board and at Resident Council meetings.			10-1-01	9-30-02	On as needed basis	None	Staff and resident comment.

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<b>9160 - Drug Prevention</b>						<b>Total PHDEP Funding: \$87,420</b>	
Goal(s)	Involve resident youth and their families in drug abuse prevention activities.						
Objectives	At least 10% of children and teens will participate in some type of prevention activity; the Housing Authority will involve at least one new community group or business to work with residents.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. After school program	50	School age youth residents	10-1-01 9-1-02	5-31-02 9-30-02	\$34,816	None	Number and percentage of youth attending; total number of hours spent.
2. Boost Preschool	20	3 to 5 year old children of residents	10-1-01	9-30-02	\$2,656	\$13,996 LCHA	Number of children attending; staff and student comments.
3. Summer recreation program	150	Resident youth ages 7 to 16	6-1-02	8-31-02	\$886	\$9,061	Number and percentage of youth attending daily; total number of hours; participant comments.
4. Case Management	40	Residence directly or indirectly in crime due to purported drug abuse.	10-1-01	9-30-02	\$45,677	None	Number and percentage of adults being assisted; number and types of referrals, staff and resident comments.
5. Hispanic Outreach Program	20	Hispanic residents directly or indirectly in crime due to purported drug abuse.	10-1-01	9-30-02	None	United Way \$30,000 CSBG \$26,000	Number and percentage of Hispanic residents being assisted; number and types of referrals; staff and resident comments.
6. Bridges Adult Education Program	45	Adults in need of life skills, GED preparation, or remedial education.	10-1-01	9-30-02	None	PA Dept. of Education \$19,976 CSBG \$10,466	Number and percentage of students attending classes; teacher and student comments; student improvement by pre and post tests.
7. Employment Development Program	25	Remedial reading in order to prepare for employment	10-1-01	9-30-02	\$3,385	CSBG \$8,400	Number and percentage of resident adults using services; resident comments.

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<b>9190 - Other Program Costs</b>						<b>Total PHDEP Funds: \$5,000</b>	
Goal(s)	To comply with HUD guidelines for the administration of this grant						
Objectives	An annual survey conducted by an independent evaluator						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Administration			10-1-01	9-30-02	\$5,000	None	Compliance with HUD guidelines

**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	Activities 1, 2, 3	\$1,250	Activities 1, 2, 3	\$2,500
9120				
9130				
9140				
9150				
9160	Activity 1,2,3,4,7	\$21,855	Activity 1,2,3,4,7	\$43,710
9170				
9180				
9190	Activities 1, 2	\$1,250	Activities 1, 2	\$2,500
<b>TOTAL</b>		\$24,355		\$48,710

## Attachment 3

### RESIDENT ADVISORY BOARD MEMBERS

Ms Charlotte Smith – PA 52-1B  
Ms Betty Kolle – PA 52-3  
Ms Evelyn Lane – PA 52-8  
Mr. Edward Bates – PA 52-5  
Ms Kathleen Flory – PA 52-1A  
Mr. Ronald Metzler – Section 8  
Mr. William Martinez – Section 8  
Ms Beverly Elseaidy – PA 52-1A  
Ms Dorene Horst – PA 52-2  
Ms Linda Mellow – PA 52-6

## Attachment 4

### RESIDENT APPOINTED TO BOARD OF COMMISSIONERS

Ms. Neva Luttman, resident of Stevens Towers  
Appointed by the County Commissioners for a term that expires on February 9, 2004.

## Attachment 5

### FY 2001 CAPITAL FUND PROGRAM ANNUAL STATEMENT AND FIVE-YEAR PLAN

Attached as a separate file PA052a01

## Attachment 6

### ANNUAL STATEMENT/PERFORMANCE AND EVALUATION REPORT

Attached as a separate file PA052b01

**Section 4: Certifications**

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

# ATTACHMENT 5 : FY 2001 CAPITAL FUND PROGRAM ANNUAL STATEMENT AND FIVE-YEAR PLAN

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
PHA Name: HOUSING AUTHORITY OF THE COUNTY OF LEBANON		Grant Type and Number Capital Fund Program Grant No: PA052 Replacement Housing Factor Grant No:		Federal FY of Grant:  2001	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	32,443			
	Management Improvements Hard Costs				
4	1410 Administration	69,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	30,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	87,500			
10	1460 Dwelling Structures	393,600			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	90,000			
13	1475 Nondwelling Equipment	43,500			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

<b>PHA Name:</b> HOUSING AUTHORITY OF THE COUNTY OF LEBANON		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA052 Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b>  2001	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>	
18	1499 Development Activities				
19	1502 Contingency	55,168			
	Amount of Annual Grant: (sum of lines.....)	801,211			
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance	10,000			
	Amount of line XX Related to Security-Soft Costs				
	Amount of Line XX related to Security- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures	176,000			
	Collateralization Expenses or Debt Service				

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

PHA Name: HOUSING AUTHORITY OF THE COUNTY OF LEBANON		Grant Type and Number Capital Fund Program Grant No: PA052 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost		Status of Work
PHA Wide	Resident Initiatives Coordinator		1408		\$28,443			
	Resident Initiatives Program Costs		1408		1,000			
	Training-Mgmt., Computer and Maint.		1408		3,000			
	Sub Total Management Imp.				32,443			
PHA Wide	Administration		1410		69,000			
PHA Wide	Fees and Costs		1430		20,000			
	Annual Agency Plan Update		1430		10,000			
	Sub Total 1430				30,000			
PHA Wide	Computer Upgrades		1475		5,000			
	Replace Copier		1475		15,000			
	Pickup Truck -- Maintenance		1475		20,000			
	Sub Total Equipment				40,000			

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

PHA Name: HOUSING AUTHORITY OF THE COUNTY OF LEBANON		Grant Type and Number Capital Fund Program Grant No: PA052 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost	Status of Work
PHA Wide	Paint Vacant Rehab Units		1460		\$20,000			
	Reasonable Accommodations		1460		10,000			
	Contingency		1502		55,168			
	Sub Total 1460 and 1502				85,168			
PA52-1A Webster	Landscaping		1450		20,000			
	Hand Rails		1450		8000			
	Entry Overhangs, drainage mods/repair		1450		15000			
	Sidewalk Repairs		1450		10000			
	Sub Total Webster				53,000			
PA52-1B Stevens	Replace Toilets		1460		75,000			
	Replace Dumpster Containers		1475		3,500			
	Extend Parking		1450		22,000			
	Redecorate Public Spaces		1470		50,000			
	Sub Total Stevens				150,500			

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

PHA Name: HOUSING AUTHORITY OF THE COUNTY OF LEBANON		Grant Type and Number Capital Fund Program Grant No: PA052 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost	Status of Work
PA 52-2 Modulars	New Clothes Drying Poles		1460		7,500			
	Replace Bathroom Wash Bowls		1460		18,000			
	Replace Medicine Cabinets		1460		6,000			
	Replace VCT		1460		30,000			
	Sidewalk Repairs		1450		8,000			
	Sub Total Modulars				69,500			
PA52-3 Washington	Add Fin Tube Radiation		1460		15,000			
	Waste Line Mod. & Clean Out Points		1460		8,600			
	Repoint/Recaulk Exterior Masonry		1460		20,000			
	Redecorate Public Spaces		1470		40,000			
	Replace Gaskets of Main Heating Loop		1460		5,000			
	Sub Total Washington				88,600			

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

PHA Name: HOUSING AUTHORITY OF THE COUNTY OF LEBANON		Grant Type and Number Capital Fund Program Grant No: PA052 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PA52-5 Gloninger	Landscaping		1450		5,000				
	Electrical Upgrades (GFI's)		1460		8,000				
	Sidewalk Repairs		1450		7,000				
	Repair/replace Subsidied Patio Slabs		1460		15,000				
	Sub Total Gloninger				35,000				
PA52-6 Scattered	Replace VCT		1460		97,500				
PA52-8 Cedar Court	Landscaping/Wind Screen @ Street		1450		7,500				
	Replace Bath Faucets		1460		7,000				
	Replace Bath Vanities		1460		34,000				
	Replace WS @ Front and Rear Doors		1460		2,000				
	Sub Total				50,500				
	TOTAL				\$801,211				

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

PHA Name: HOUSING AUTHORITY OF THE COUNTY OF LEBANON		Grant Type and Number Capital Fund Program No: PA052 Replacement Housing Factor No:				Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide							
Management Improve	June 2003			June 2004			
Administration	June 2003			June 2004			
Fees and Costs	June 2003			June 2004			
Nondwelling Equip.	June 2003			June 2004			
Paint and Accommod.	June 2003			June 2004			
PA 52-1A Webster	June 2003			June 2004			
PA 52-1B Stevens	June 2003			June 2004			
PA 52-2 Modulars	June 2003			June 2004			
PA 52-3 Washington	June 2003			June 2004			
PA 52-5 Gloninger	June 2003			June 2004			
PA 52-6 Scattered	June 2003			June 2004			
PA 52-8 Cedar Court	June 2003			June 2004			



# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name HOUSING AUTHORITY OF THE COUNTY OF LEBANON						<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: 2002 PHA FY: 2003	Work Statement for Year 3 FFY Grant: 2003 PHA FY: 2004	Work Statement for Year 4 FFY Grant: 2004 PHA FY: 2005	Work Statement for Year 5 FFY Grant: 2005 PHA FY: 2006	
	Annual Statement					
PHA Wide		\$149,861	\$137,011	\$136,311	\$160,670	
Webster PA52-1A		124,000	120,000	92,150	50,000	
Stevens PA52-1B		60,000	231,500	175,000	200,000	
Modulars 52-2		300,000		214,000	90,000	
Washington 52-3		45,000	100,000	25,000	155,000	
Gloninger 52-5			35,000	63,750		
Scattered 52-6		3,900	16,800			
Cedar Court 52-8		18,450	68,900		45,000	
Total CFP Funds (Est.)		701,211	709,211	706,211	700,670	
Total Replacement Housing Factor Funds						

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

Activities for Year 1	Activities for Year : <u>  2  </u> FFY Grant: 2002 PHA FY: 2003			Activities for Year: <u>  3  </u> FFY Grant: 2003 PHA FY: 2004		
	PHA-Wide			PHA-Wide		
	Paint Vacant Rehab Units		\$25,000	Contingency		\$52,740
See	Reasonable Accommodations		10,000	Resident Initiatives Coordinator		31,358
Annual	Staff Training		3,000	Resident Initiatives Program Costs		1,100
Statement	Resident Initiatives Coordinator		29,865	Computer Upgrades		6,813
	Resident Initiatives Program Cost		1,000	Staff Training		3,000
	Contingency		42,728	Replace Stevens Copier		7,000
	Replace Webster Copier		7,000	Paint Vacant Rehab Units		25,000
	Computer Upgrades		6,268	Reasonable Accommodations		10,000
	Used Dump Truck (Maintenance)		25,000	Sub-Total PHA-Wide		137,011
	Sub-Total PHA-Wide		149,861			
	Webster Manor PA 52-1A			Webster Manor PA 52-1A		
	Replace Shower Surrounds	65	65,000	Install Play Equipment		10,000
	Install Site Lights		10,000	Resurface Basket Ball Court		10,000
	Clean and Inspect Boilers		4,000	Replace Refrigerators		30,000
	Regrade Around Base of Buildings		10,000	Repave Parking Areas		70,000
	Replace Water Heaters		35,000	Sub-Total Webster Manor		120,000
	Sub-Total Webster Manor		124,000			
	Stevens Towers PA 52-1B			Stevens Towers PA 52-1B		
	Interior Renovation – Office/Public Space		60,000	New Burners for Boilers		24,000
	Sub-Total Stevens Towers		60,000	Replace Kitchen Cabinet Fronts		125,000
				Install Electrical Outlet – Stove/Refrigerator		7,500
				Reasonable Accommodations	3	60,000
				Install Ball Valves @ bath/kitchen risers		15,000
				Sub-Total Stevens Towers		231,500

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

Activities for Year 1	Activities for Year :__2__ FFY Grant: 2002 PHA FY: 2003			Activities for Year: _3___ FFY Grant: 2003 PHA FY: 2004		
	Modulars, PA 52-2			Modulars, PA 52-2		
	Replace Entry Doors/Frames		\$70,000			
See	Exterior Upgrades		200,000			
Annual	New Water Heaters		30,000	Washington Arms, PA 52-3		
Statement	Sub-Total Modulars		300,000	Replace Refrigerators		\$20,000
				Replace Boilers		80,000
	Washington Arms, PA 52-3			Sub-Total Washington Arms		100,000
	New Shower Surrounds/shower heads		\$45,000			
	Sub-Total Washington Arms		45,000	Glouinger Meadows PA 52-5		
				New Shower Valves		20,000
				New Playground Equipment		7,500
	Glouinger Meadows PA 52-5			Replace Ranges		7,500
				Sub-Total Glouinger Meadows		35,000
	Scattered Sites PA 52-6					
	Regrading @ Base of Building		3,900	Scattered Sites, PA 52-6		
	Sub-Total Scattered Sites		3,900	Clean Furnaces		2,000
				Replace Bath Vanities		14,800
	Cedar Court, PA 52-8			Sub-Total Scattered Sites		16,800
	Replace Water Heaters		18,450			
	Sub-Total Cedar Court		18,450	Cedar Court, PA 52-8		
				Replace Ranges		16,400
				Clean and Inspect Furnaces		2,000
				Repair Sidewalk		18,000
				Install Landscape/Wind Screen		32,500
				Sub-Total Cedar Court		68,900

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

Activities for Year 1	Activities for Year : <u>  4  </u> FFY Grant: 2004 PHA FY: 2005			Activities for Year: <u>  5  </u> FFY Grant: 2005 PHA FY: 2006		
	PHA-Wide			PHA-Wide		
	Resident Initiatives Coordinator		\$32,925	Resident Initiatives Coordinator		\$34,570
See	Resident Initiatives Program Costs		1,100	Resident Initiatives Program Costs		1,100
Annual	Contingency		57,286	Contingency		60,000
Statement	Computer Upgrades		7,000	Computer Upgrades		7,000
	Staff Training		3,000	Staff Training		3,000
	Paint Vacant Rehab Units		25,000	Paint Vacant Rehab Units		25,000
	Reasonable Accommodations		10,000	Reasonable Accommodations		10,000
	Sub-Total PHA-Wide		136,311	Sport Utility Vehicle with plow		20,000
				Sub-Total PHA-Wide		160,670
	Webster Manor, PA 52-1A			Webster Manor, PA 52-1A		
	Repaint Storage Sheds		15,000	Landscaping		50,000
	Replace Bi-fold Doors		77,150	Sub-Total Webster Manor		50,000
	Sub-Total Webster Manor		92,150			
	Stevens Towers, PA 52-1B			Stevens Towers, PA 52-1B		
	Electrical Upgrade		100,000	Replace Carpet/Base in apartments		100,000
	Replace Fire Alarm System		70,000	Restore Old School Tower		100,000
	Replace Telentry		5,000	Sub-Total Stevens Towers		200,000
	Sub-Total Stevens Towers		175,000			

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

Activities for Year 1	Activities for Year : <u>4</u> FFY Grant: 2004 PHA FY: 2005			Activities for Year: <u>5</u> FFY Grant: 2005 PHA FY: 2006		
		Modulars, PA 52-2			Modulars, PA 52-2	
	Replace Sewer Lines	1500 feet	\$40,000	Repanel units	50	\$90,000
See	Replace Kitchen Cabinets		132,000	Sub-Total Modulars		90,000
Annual	Landscaping		20,000			
	Range Hoods		12,000			
Statement	Repaint Storage Sheds		10,000			
	Sub-Total Modulars		214,000			
	Washington Arms, PA 52-3			Washington Arms, PA 52-3		
	New Vestibule @ Rear Door		25,000	Replace Elevator Lift Mech.		75,000
	Sub-Total Washington Arms		25,000	Replace Elevator Controls		80,000
				Sub-Total Washington Arms		155,000
	Gloninger Meadows, PA 52-5			Gloninger Meadows, PA 52-5		
	Replace Furnaces		43,750			
	Range Hoods		5,000			
	Landscaping		15,000			
	Sub-Total Gloninger Meadows		63,750			
	Cedar Court, PA 52-8			Cedar Court, PA 52-8		
				Replace Stair Rails		45,000
				Sub-Total Cedar Court		45,000

# ATTACHMENT 6 PERFORMANCE AND EVALUATION REPORT : 2000

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:</b> <b>Summary</b>					
<b>PHA Name: HOUSING AUTHORITY OF THE CO. OF LEBANON (PA)</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P05250100 Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b> 2000	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2 ) <b>X Performance and Evaluation Report for Period Ending: 12/31/00</b> <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	30,189	30,189	30,189	-
	Management Improvements Hard Costs				
4	1410 Administration	65,000	65,000	65,000	-
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	30,000	40,000	9,400	-
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	654,900	649,000	-	-
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	5,000	5,000	-	-
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:  
Summary**

PHA Name: HOUSING AUTHORITY OF THE CO. OF LEBANON (PA)	Grant Type and Number Capital Fund Program Grant No: PA26P05250100 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
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Original Annual Statement  Reserve for Disasters/Emergencies  Revised Annual Statement (revision no: 2 )  
 Performance and Evaluation Report for Period Ending: 12/31/00  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
19	1502 Contingency	16,122	12,022	-	-
	Amount of Annual Grant: (sum of lines.....)	801,211	801,211	104,589	-
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance	10,000	10,000	-	-
	Amount of line XX Related to Security-Soft Costs				
	Amount of Line XX related to Security- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures	216,820	210,920	-	-
	Collateralization Expenses or Debt Service				

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

PHA Name: <b>HOUSING AUTHORITY OF THE COUNTY OF LEBANON (PA)</b>		Grant Type and Number Capital Fund Program Grant No: PA26PO520100 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PHA WIDE	MANAGEMENT IMPROVEMENTS								
	1. Resident Init. Co-Ordinator		1408		27,089	27,089	27,089	-	
	2. Resident Init. Program Costs		1408		1,000	1,000	1,000	-	
	3. Training – Mgmt., Computer & Maint.		1408		<u>2,100</u>	<u>2,100</u>	<u>2,100</u>	=	
	Sub Total				30,189	30,189	30,189	-	
	Administration		1410		65,000	65,000	65,000	-	
	FEES & COSTS								
	A & E, Advertising, etc.		1430		20,000	20,000	9,400	-	
	Stevens towers Mechanical Study		1430		10,000	10,000	-	-	
	Agency Plan Update		1430		=	<u>10,000</u>	=	=	
	Sub Total				30,000	40,000	9,400		
	Computer Upgrades		1475		<u>5,000</u>	<u>5,000</u>	-	-	
	Paint Vacant Rehab Units		1460		25,000	25,000	-	-	
	Reasonable Accommodations		1460		10,000	10,000	-	-	
	Occupancy Office Modifications		1460		25,000	25,000	-	-	
	Contingency		1502		<u>16,122</u>	<u>12,022</u>	=	=	
	Sub Total				76,122	72,022	-	-	



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

PHA Name: HOUSING AUTHORITY OF THE COUNTY OF LEBANON (PA)		Grant Type and Number Capital Fund Program Grant No: PA26PO520100 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
Gloninger	Replace 2 <sup>nd</sup> Floor Tile		1460		34,300	34,300	-	-	In Design
Meadows	Replace 1 <sup>st</sup> Floor Closet Doors		1460		28,600	28,600	-	-	In Design
PA 52-5	Replace 2 <sup>nd</sup> Floor Closet Doors		1460		28,600	28,600	-	-	In Design
	Caulk Kitchen backsplash		1460		1,200	1,200	-	-	In Design
	Clean/Inspect Furnaces		1460		<u>1,800</u>	-	-	-	To FY 99
	Sub Total				94,500	92,700	-	-	
Scattered Sites	Replaces Storage Sheds		1460		60,000	60,000	-	-	
PA 52-6	Replace Refrigerators		1460		18,500	18,500	-	-	
	Clean & Inspect Furnaces		1460		2,000	-	-	-	To FY 99
	Repair Patios		1460		<u>31,900</u>	<u>31,900</u>	-	-	In Design
	Sub Total				112,400	110,400	-	-	
Cedar Court	Clean & Inspect Furnaces		1460		2,100	-	-	-	To FY 99
PA 52-8	Replace Refrigerators		1460		<u>16,000</u>	<u>16,000</u>	-	-	
	Sub Total				18,100	16,000	-	-	
	TOTAL FY 2000				801,211	801,211	104,589		

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

PHA Name: HOUSING AUTHORITY OF THE COUNTY OF LEBANON (PA)		Grant Type and Number Capital Fund Program No: PA26PO520100 Replacement Housing Factor No:				Federal FY of Grant: 2000	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA WIDE							
Management Improvements	9/02		12/00	9/03			
Physical Improvements	9/02			9/03			
Administration	9/02		12/00	9/03			
Fees & Costs	9/02			9/03			
Non Dwelling Equipment	9/02			9/03			
PHYSICAL IMPROVE.							
PA 52-1A Webster Manor	9/02			9/03			
PA 52-1B Stevens	9/02			9/03			
PA52-2 Modulars	9/02			9/03			
PA 52-3 Washington Arms	9/02			9/03			
PA 52-5 Gloninger	9/02			9/03			
PA 52-6 Scattered Sites	9/02			9/03			
PA 52-8 Cedar Court	9/02			9/03			

## PERFORMANCE AND EVALUATION REPORT : 1999

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:</b> <b>Summary</b>					
<b>PHA Name: HOUSING AUTHORITY OF THE CO. OF LEBANON (PA)</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P05270799 Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b> 1999	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no:3) <b>X Performance and Evaluation Report for Period Ending: 12/31/00</b> <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original (last)	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	42,832	43,375	43,375	39,062
	Management Improvements Hard Costs				
4	1410 Administration	58,485	58,485	58,485	51,713
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	29,200	38,500	38,500	15,420
8	1440 Site Acquisition				
9	1450 Site Improvement	121,200	121,200	-0-	-0-
10	1460 Dwelling Structures	350,329	358,687	256,727	256,202
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	32,500	32,500	-0-	-0-
13	1475 Nondwelling Equipment	4,200	4,200	-0-	-0-
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:  
Summary**

PHA Name: HOUSING AUTHORITY OF THE CO. OF LEBANON (PA)	Grant Type and Number Capital Fund Program Grant No: PA26P05270799 Replacement Housing Factor Grant No:	Federal FY of Grant: 1999
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no:3)  
 Performance and Evaluation Report for Period Ending: 12/31/00  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
19	1502 Contingency	18,225	24	-0-	-0-
	Amount of Annual Grant: (sum of lines.....)	656,971	656,971	397,087	362,397
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance	27,000	27,000	3,480	3,480
	Amount of line XX Related to Security--Soft Costs				
	Amount of Line XX related to Security-- Hard Costs	22,000	22,000	-0-	-0-
	Amount of line XX Related to Energy Conservation Measures	82,212	82,212	62,868	62,868
	Collateralization Expenses or Debt Service				

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

PHA Name: <b>HOUSING AUTHORITY OF THE COUNTY OF LEBANON (PA)</b>		Grant Type and Number Capital Fund Program Grant No: PA26PO5270799 Replacement Housing Factor Grant No:				Federal FY of Grant: 1999			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PHA WIDE	MANAGEMENT IMPROVEMENTS								
	1. Resident Init. Coordinator		1408		25,799	25,799	25,799	21,486	
	2. Resident Init. Program Costs		1408		1,000	1,443	1,443	1,433	
	3. Training – Mgmt., Comput. & Maint.		1408		2,000	2,100	2,100	2,100	
	4. Tractor		1408		14,033	14,033	14,033	14,033	
	Sub Total				42,853	43,375	43,375	39,062	
	Administration		1410		58,485	58,485	58,485	51,713	
	<u>FEES &amp; COSTS</u>								
	A & E, Advertising, etc.		1430		20,000	20,000	20,000	6,220	
	Agency Plan Update and Prep		1430		9,200	18,500	18,500	9,200	
	Sub Total				29,200	38,500	38,500	15,420	
	<u>Dwelling Structures</u>								
	Paint Vacant Rehab Units		1460		25,000	25,000	15,950	15,425	Underway
	Reasonable Accommodations		1460		10,000	10,000	2,480	1,480	See Wash. Arms
	Sub Total				35,000	35,000	17,430	16,905	
	Contingency		1502		18,225	24	-0-	-0-	
	TOTAL PHA WIDE				183,742	175,384	157,790	123,100	







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

PHA Name: HOUSING AUTHORITY OF THE COUNTY OF LEBANON (PA)		Grant Type and Number Capital Fund Program No: PA26PO5270799 Replacement Housing Factor No:				Federal FY of Grant: 1999	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA WIDE	3/01	6/01		3/02			
PHYSICAL IMPROVE.							All dates have been extended for obligation by one Quarter, as the result of activities previously
PA 52-1A Webster Manor	3/01	6/01		3/02			Scheduled for 1999 being completed with prior
PA 52-1B Stevens	3/01	6/01		3/02			Fiscal year surplus funds and the addition of new
PA52-2 Modulars	3/01	6/01		3/02			Items from the following years.
PA 52-3 Washington Arms	3/01	6/01		3/02			
PA 52-5 Gloninger	3/01	6/01		3/02			
PA 52-6 Scattered Sites	3/01		12/00	3/02		12/00	
PA 52-8 Cedar Court	3/01	6/01		3/02			