

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 2001

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

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

**PHA Plan
Agency Identification**

PHA Name: *The Huntington West Virginia Housing Authority*

PHA Number: *WV004*

PHA Fiscal Year Beginning: (mm/yyyy) *July 1, 2001*

Public Access to Information

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

- X Main administrative office of the PHA
- PHA development management offices
- X 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)

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

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

- X 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.
- X The PHA's mission is: (state mission here)

To partner with the greater community to serve as a catalyst and producer for the creation and sustenance of affordable, quality, accessible housing and supportive services in the tri-state region and southwestern West Virginia, with a focus on the special needs of individuals and families as they strive for self-sufficiency and improving their quality of life.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- X PHA Goal: Expand the supply of assisted housing
Objectives:
- X Apply for additional rental vouchers: 50 vouchers minimum
 - X Reduce public housing vacancies: By 5% annually, or 21 units
 - X Leverage private or other public funds to create additional housing opportunities: (See agency HOPE VI Plan)
 - X Acquire or build units or developments: (see agency HOPE VI Plan)
 - X Other (list below)
Expand agency growth and develop a charter for a county and

regionally-based agency that offers services in southwestern West Virginia.

- X PHA Goal: Improve the quality of assisted housing
Objectives:
- X Improve public housing management: (PHAS was 89.7; increase to 90%+
 - X Improve voucher management: (SEMAP score) 99% usage
 - X Increase customer satisfaction: By 5%
 - X Concentrate on efforts to improve specific management functions: 90%+
(list; e.g., public housing finance; voucher unit inspections)
 - X Renovate or modernize public housing units: (see Capital Fund Plan. Will also reduce efficiency units in high-rise centers)
 - X Demolish or dispose of obsolete public housing: (see HOPE VI Plan)
 - X Provide replacement public housing: Add two units this year
 - Provide replacement vouchers:
 - X Other: (list below)

Maintain and/or improve PH financial status by increasing reserves by \$50,000 annually.

Maintain and/or improve PH modernization efforts.

Convert most PH efficiency units into one or two-bedroom apartments by the year 2004.

Provide replacement housing for efficiency units at a pace of three to five units per year, or up to 25 in total.

Increase the PH developments' parking space.

Increase marketing and public information/relations strategies.

Reduce the density within PH communities via HOPE VI Revitalization program funds or other similar federal programs.

Improve energy consumption.

Continue to upgrade office equipment, including computers, and stay abreast of modern technology.

Maintain and/or improve the quality of decent, sanitary, and safe affordable housing units.

Provide services in an efficient, ethical, and professional manner offering the highest degree of courtesy, empathy, and respect of resident or participant customers to be served.

- X PHA Goal: Increase assisted housing choices
Objectives:
- X Provide voucher mobility counseling: To a minimum of 20 families

- X Conduct outreach efforts to potential voucher landlords: Recruit 10
- X Increase voucher payment standards: To 110% of FMR's
- X Implement voucher homeownership program: 10 units
- X Implement public housing or other homeownership programs: 2 units
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- X Other: (list below)

Expand homeownership strategies and services.

Develop frail elderly assisted housing units.

Expand the Section 8 Project-Based Program with an up to 20% commitment.

Develop a 202-Project for at least 90 units of elderly housing.

Sponsor a "Second Chance Homes" Program

Build new single-family homes in the former Gallaher School site.

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

- X PHA Goal: Provide an improved living environment

Objectives:

- X Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: By 5%
- X Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: By 5%
- X Implement public housing security improvements: Security cameras in all high-rises
- X Designate developments or buildings for particular resident groups (elderly, persons with disabilities): Completed
- X Other: (list below)

Maintain and/or expand partnerships with the greater community.

Obtain additional support services for residents, especially day care, transportation assistance, and support for the frail elderly.

Increase support staff in the Youth Sports Recreational Program.

Purchase van(s) for servicing residents.

Maintain and/or expand wellness and recreational programs.

Relocate administrative offices to insure the quality of customer services and allow for agency expansion (Johnston School site).

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

- X PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - X Increase the number and percentage of employed persons in assisted families:
By 20 families, or 5%
 - X Provide or attract supportive services to improve assistance recipients' employability: Secure state funds for employment/training
 - X Provide or attract supportive services to increase independence for the elderly or families with disabilities: Attract 4 partnering agencies
 - X Other: (list below)

Develop and implement additional empowerment programs and services for residents.

Maintain learning/communication centers within family and senior centers.

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

- X PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - X Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: Conduct three Fair Housing training and awareness meetings
 - X Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability: Conduct 12 RAB meetings annually
 - X Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: new development units are accessible at 5% overall; upgrading elevators - (4-6)
 - Other: (list below)

Other PHA Goals and Objectives: (list below)

**Annual PHA Plan
PHA Fiscal Year 2001**

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

(PIH 99-51 notice says that executive summaries are no longer 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.

Table of Contents

	<u>Page #</u>
Annual Plan	
i. Executive Summary	N/A
ii. Table of Contents	
1. Housing Needs	5
2. Financial Resources	10
3. Policies on Eligibility, Selection and Admissions	12
4. Rent Determination Policies	21
5. Operations and Management Policies	25
6. Grievance Procedures	27
7. Capital Improvement Needs	27
8. Demolition and Disposition	29
9. Designation of Housing	30
10. Conversions of Public Housing	33

- 11. Homeownership 34
- 12. Community Service Programs (See page 36)
- 13. Crime and Safety (See page 38)
- 14. Pets (Inactive for January 1 PHAs) (See page 41)
- 15. Civil Rights Certifications (included with PHA Plan Certifications) (See page 41)
- 16. Audit (See page 41)
- 17. Asset Management (See page 41)
- 18. Other Information (See page 42)

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
- X FY 2001 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

X Other:

- X Statement Of Progress On Current Plan (See page 44)
- X Implementation Of Community Service Requirements (See page 45)
- X Section 8 Homeownership Capacity Statement (See page 46)
- X Pet Policy Information (See page 47)
- X Resident Membership of the PHA Governing Board (See page 48)
- X Membership of the Resident Advisory Board (See page 49)
- X REAC Summary Follow-Up Plan Response To HUD Review (See page 50)
- X Capital Fund Report & Includes P & E Report (new forms) See pg. 51

Optional Attachments:

- X PHA Management Organizational Chart (will be mailed with certifications)
- X FY 2001 Capital Fund Program 5 Year Action Plan
- X Public Housing Drug Elimination Program (PHDEP) Plan

Other (List below, providing each attachment name)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
Yes	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
Yes	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
Yes	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
Yes	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
Yes	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
Yes	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
Yes	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A until after October 1, 2001.	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
Yes	Public housing rent determination policies, including the methodology for setting public housing flat rents X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
Yes	Schedule of flat rents offered at each public housing	Annual Plan: Rent

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	development X check here if included in the public housing A & O Policy	Determination
Yes	Section 8 rent determination (payment standard) policies X check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
Yes	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
Yes	Public housing grievance procedures X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
Yes	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
Yes	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
Yes	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
Yes	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
Yes	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 programs/plans	Annual Plan: Homeownership
Yes	Policies governing any Section 8 Homeownership program X check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
Yes	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
Yes	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
Yes	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
Yes	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant	Annual Plan: Safety and Crime Prevention

Table Library

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	and most recently submitted PHDEP application (PHDEP Plan)	
Yes	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)

1. Statement of Housing Needs

[24 CFR Part 903.79 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	2,311	5	4	5	3	4	2
Income >30% but <=50% of AMI	1,320	5	4	4	3	4	2
Income >50% but <80% of AMI	840	4	4	4	2	3	2
Elderly							
Families with Disabilities							
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

NOTE: The City of Huntington’s Consolidated Plan 2000 indicates that 32.7% of total households are extremely low-income, 24.7% are low-income, 30.5% are moderate- income, and 12.1% are middle-income.

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

- X Consolidated Plan of the Jurisdiction/s
Indicate year: 2000
- X U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List					
Waiting list type: (select one)					
<input type="checkbox"/>	Section 8 tenant-based assistance				
<input type="checkbox"/>	Public Housing				
X	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
	P.H.	Sec. 8	P. H.	Sec. 8	
Waiting list total	319	795	100% on Wait. List		450 or 41%
Extremely low income <=30% AMI	270	669	29%	71%	
Very low income (>30% but <=50%)					

Housing Needs of Families on the Waiting List					
AMI)	45	113	29%	71%	
Low income (>50% but <80% AMI)	4	13	24%	76%	
Families with children	233	620	28%	72%	
Elderly families	14	82	15 %	85%	
Families with Disabilities		120 232	34%	66%	
Race/ethnicity	White:	274 613	30%	70%	
Race/ethnicity	Black:	79 127	39%	61%	
Race/ethnicity	Hispanic:	8 13	38%	62%	
Race/ethnicity	Other	2 0	100%	%	
Characteristics by Bedroom Size (Public Housing Only)					
1BR		280		78%	
2 BR		52		15%	
3 BR		26		07%	
4 BR		02		0.001%	
5 BR		0			
5+ BR		0			
<p>Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (<i>The Section 8 Regular application waiting list recently opened.</i>)</p> <p>If yes:</p> <p>How long has it been closed (# of months)? <i>24 months</i></p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p>					

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

Seek replacement of Public Housing units lost through Capital Funds Program

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

Select all that apply

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

Seek any other resource assistance and alternative sources of financing to develop affordable housing units.

Build new construction single-family units on the former Gallaher School site.

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 (*received designation-year 2000*)
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

- X Results of consultation with residents and the Resident Advisory Board
- X Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2001 grants)		
a) Public Housing Operating Fund	\$ 2,009,338	
b) Public Housing Capital Fund	1,497,743	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	5,619,561	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	217,991	
g) Resident Opportunity and Self-Sufficiency Grants	25,000	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)		
Public Housing Supportive Services	34,219	Elderly Independence
Section 8 Supportive Services	31,896	FSS Coordinator
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Capital Funds Program	1,441,777	
3. Public Housing Dwelling Rental Income	1,182,000	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
4. Other income (list below)		
Excess Utilities	12,000	
4. Non-federal sources (list below)		
Total resources	\$ 12,071,525	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

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

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

X Other: (describe)

At the time of application and at the time of placement if verifications are older than 90 days.

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

X Criminal or Drug-related activity

X Rental history

X Housekeeping

Other (describe)

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

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

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

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

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

By use of web site (as soon as it is established)

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**

The Hunt. Housing Authority will not have site-based waiting lists.

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
- X Three or More (*and based on reason*)

b. X 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 X 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)

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

c. Preferences

1. X 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:

- X 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)

- X 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
- X Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- X Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- 2 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
- 2 Those enrolled currently in educational, training, or upward mobility programs
- 2 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
- X 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)

- X The PHA-resident lease
- X The PHA's Admissions and (Continued) Occupancy policy
- X 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)

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

(6) Deconcentration and Income Mixing

- a. X Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?
- b. X Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

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

Adoption of site-based waiting lists
If selected, list targeted developments below:

X Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

Employing new admission preferences at targeted developments
If selected, list targeted developments below:

Other (list policies and developments targeted below)

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

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

X Additional affirmative marketing

X Actions to improve the marketability of certain developments

Adoption or adjustment of ceiling rents for certain developments

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

Other (list below)

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

Not applicable: results of analysis did not indicate a need for such efforts

X List (any applicable) developments below:

- | | | |
|----------------------------|---------------------------|-----------------------------------|
| <i>1. Marcum Terrace</i> | <i>2. Northcott Court</i> | <i>3. Washington Square</i> |
| <i>4. WK Elliott Apts.</i> | <i>5. Scattered Sites</i> | <i>6. Carter G. Woodson Apts.</i> |

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

Not applicable: results of analysis did not indicate a need for such efforts

X List (any applicable) developments below:

Acquisition Homes (14-scattered sites)

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- X Criminal or drug-related activity only to the extent required by law or regulation
 - Criminal and drug-related activity, more extensively than required by law or regulation
 - More general screening than criminal and drug-related activity (list factors below)
 - X Other (list below)

Verify Eligibility

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

(We share last address and name of the property owner, if requested)

(2) Waiting List Organization

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

Mail If Applications Are Open (Web site ability may become available)

(3) Search Time

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

If yes, state circumstances below:

Upon written request from applicant or in response to hardship(s).

(4) Admissions Preferences

- a. Income targeting

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

- b. Preferences

1. X 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

- X 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)

- X 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
- X Those enrolled currently in educational, training, or upward mobility programs

- Households that contribute to meeting income goals (broad range of incomes)
- X Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

2 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- 2 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
- 2 Those enrolled currently in educational, training, or upward mobility programs
- 2 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)

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- X Through published notices
Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

X 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)

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

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

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

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

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

If yes, state amount/s and circumstances below:

- Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

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
- X No

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

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

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

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

f. Rent re-determinations:

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

- Never
- X 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)_____
- X Other (list below)

Addition of family member(s)

g. Yes X 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.)

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies .

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

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

- X 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)

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

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

- X Annually
- X Other (list below)

Rent Burdens Of Assisted Families

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

- X 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)

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	935	439
Section 8 Vouchers	857	
Section 8 Certificates	60	
Section 8 Mod Rehab	120	
	57 Shelter-Plus Care	01
Special Purpose Section 8 Certificates/Vouchers (list individually)	62 Project-Based 100 New Construct. 100 Mainstream 200 Family Unifica.	
Public Housing Drug Elimination Program (PHDEP)	552 Family Units 383 Elderly Units	
FSS Project	37 Enrolled	13
STEP-UP O.J.T. Prog.	16 Annually	
Other Federal Programs(list individually)		
Elderly Services Prog.	383	
R.O.S.S. Program	45	

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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)

Public Housing Admission & Occupancy Policy

Public Housing Maintenance Plan & Pest Control Plan

- (2) Section 8 Management: (list below)

Section 8 Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

PHA main administrative office

PHA development management offices

Other (list below)

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

X PHA main administrative office

Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

X The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) ***“Component Seven”***

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

b. If yes to question a, select one:

X The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) ***“Component Seven”***

-or-

Table Library

- 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

- X 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:

Washington Square and Northcott Court

- X 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:

New Development sites: (1) Doulton Avenue; (2) Gallaher Site

- X 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:

May develop a "202" Project this year.

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.)

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

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name: <i>Fairfield Tower</i>
1b. Development (project) number: WV15P001-004
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 checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(07/07/00)</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: 100 units
7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
Designation of Public Housing Activity Description
1a. Development name: <i>Riverview East</i>
1b. Development (project) number: WV15P001-005

<p>2. Designation type:</p> <p>Occupancy by only the elderly <input checked="" type="checkbox"/> X</p> <p>Occupancy by families with disabilities <input type="checkbox"/></p> <p>Occupancy by only elderly families and families with disabilities <input type="checkbox"/></p>
<p>3. Application status (select one)</p> <p>Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> X</p> <p>Submitted, pending approval <input type="checkbox"/></p> <p>Planned application <input type="checkbox"/></p>
<p>4. Date this designation approved, submitted, or planned for submission: <u>(07/07/00)</u></p>
<p>5. If approved, will this designation constitute a (select one)</p> <p><input checked="" type="checkbox"/> X New Designation Plan</p> <p><input type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>7. Number of units affected: 60 units</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input checked="" type="checkbox"/> X Total development</p>

Designation of Public Housing Activity Description
<p>1a. Development name: <i>Madison Manor</i></p> <p>b. Development (project) number: WV15P001-006</p>
<p>2. Designation type:</p> <p>Occupancy by only the elderly <input checked="" type="checkbox"/> X</p> <p>Occupancy by families with disabilities <input type="checkbox"/></p> <p>Occupancy by only elderly families and families with disabilities <input type="checkbox"/></p>
<p>3. Application status (select one)</p> <p>Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> X</p> <p>Submitted, pending approval <input type="checkbox"/></p> <p>Planned application <input type="checkbox"/></p>
<p>4. Date this designation approved, submitted, or planned for submission: <u>(07/07/00)</u></p>
<p>5. If approved, will this designation constitute a (select one)</p> <p><input checked="" type="checkbox"/> X New Designation Plan</p> <p><input type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>8. Number of units affected: 75 units</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input checked="" type="checkbox"/> X Total development</p>
Designation of Public Housing Activity Description
<p>1a. Development name: <i>Trowbridge Manor</i></p> <p>1b. Development (project) number: WV15P001-009</p>
<p>2. Designation type:</p> <p>Occupancy by only the elderly <input checked="" type="checkbox"/> X</p> <p>Occupancy by families with disabilities <input type="checkbox"/></p>

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 checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(07/07/00)</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?
9. Number of units affected: 85 units 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment?

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

1. X Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe

each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description: *The Section 8 Homeownership Program shall be associated directly with its Family Self-Sufficiency Program and is limited in service to ten families the first year of implementation. To become eligible for this assistance, the family must meet all requirements of the Housing Choice Voucher Program. For a more detailed program description, please see the ATTACHMENT section of this plan.*

a. Size of Program

X 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)

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

b. PHA-established eligibility criteria

X 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:

Must be a graduate or current enrollee, and in compliance, in the Section 8 Family Self-Sufficiency Program.

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7.9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

X 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? 10/01/99

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description	Estimated	Allocation	Access	Eligibility

(including location, if appropriate)	Size	Method (waiting list/random selection/specific criteria/other)	(development office / PHA main office / other provider name)	(public housing or section 8 participants or both)
<i>EDSS Project</i>	<i>54 a year</i>	<i>Waiting List</i>	<i>PHA Main & Sites</i>	<i>Both</i>
<i>STEP-UP On-The-Job Training</i>	<i>16 a year</i>	<i>Specific Criteria</i>	<i>PHA Main & Develop.</i>	<i>Both</i>
<i>HOPE 3 Homeownership Prog.</i>	<i>22 units</i>	<i>Specific Criteria</i>	<i>PHA Main</i>	<i>Both</i>
<i>R.O.S.S. For Families</i>	<i>30 a year</i>	<i>Waiting List</i>	<i>PHA Main & Sites</i>	<i>Both</i>
<i>Elderly Independence Project</i>	<i>383 units</i>	<i>Specific Criteria</i>	<i>PHA Main & Sites</i>	<i>Public Housing</i>
<i>WIA Summer Employ. Prog</i>	<i>10 youth</i>	<i>Specific Criteria</i>	<i>PHA Main</i>	<i>Both</i>

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 10/15/2000)
Public Housing	0	
Section 8	36	36

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

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

Please see ATTACHMENT Section for the agency's response to this requirement.

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

2. What information or data did the PHA 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) *All but the HHA's Scattered Sites Program. Those most affected include Washington Square, Northcott Court,*

Marcum Terrace, W. K. Elliott Apts., and the Carter G. Woodson Apts. The senior high-rises (Fairfield Tower, Trowbridge Manor, Riverview East, and Trowbridge Manor) are affected in a minor way.

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)

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

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

Washington Square, Northcott Court, Marcum Terrace, W.K. Elliott Apts., and Carter G. Woodson Apartments.

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)

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

Washington Square, Northcott Court, Marcum Terrace, W. K. Elliott Apts., and Carter G. Woodson Apts.

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.

- X Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- X Yes No: Has the PHA included the PHDEP Plan for FY 2001 in this PHA Plan?
- X Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: (PHDEP)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

The Huntington Housing Authority has developed and received board approval for implementing a new Pet Policy to be effective July 1, 2001. A summary of the agency's 15-page policy is included in the ATTACHMENT Section of this plan.

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. X 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. X Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes X No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? ____
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. Yes X 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:

The RAB responses were to request:

- 1. more public relations on policy dissemination;*
- 2. better coordination with the local police department on agency activities, especially the PH Drug Elimination Program; and*
- 3. increase/improve unit marketability features to attract additional positive media coverage/increase community satisfaction.*
- 4. that dying hedges be removed at W.K. Elliott Apartments.*
- 5. that the HHA pursue a HOPE VI application for Wash. Sq. & Northcott.*
- 6. track ROSS & other training participants success rate with job pursuits.*
- 7. expand the 2nd Chance Homes concept to include women in their 20's.*

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:

The HHA agreed to implement items #1, 2, 3, 4, 5, 6 and 7 listed above under Question 2.

Other: (list below)

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

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (*City of Huntington, West Virginia*)

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

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

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

A certified statement from Mayor David Felinton is attached in support of HHA's Plans. No actions or commitments were noted by David Felinton or his staff regarding our agency plan.

D. Other Information Required by HUD

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

STATEMENT OF PROGRESS ON CURRENT PLAN FOR FYE 2000/01 GOALS

AGENCY PHAS Score: 89.7

1. INCREASE HOUSING AVAILABILITY:

*The Huntington Housing Authority (HHA) began the implementation of its 2000/01 Annual Plan during the summer of 2000. The agency aggressively sought and continues to seek local, state, federal, and private funds to support its many and varied programs and services. During the year 2000, the agency received 100 Family Unification vouchers, 56 Mainstream vouchers to support designation, 100 Fair-Share vouchers, and 42 Shelter-Plus Care units. Through its Section 8 Program, the HHA created 42 units of affordable housing for seniors in Huntington. **There has been no deviation from its original plan except that Capital Fund changes were made.***

2. IMPROVE HOUSING QUALITY:

The HHA converted 70 efficiency units into one-bedroom apartments within two high-rise facilities to improve marketability and enhance the quality of independent living in senior centers. The agency has begun to demolish/build replacement housing (2 units); is applying for a HOPE VI Revitalization application to reduce Public Housing density and crime; is developing afford-able/mixed housing units; and continues to upgrade office and maintenance systems, equipment, and customer services. The HHA established its RAB decision-making body and conducts monthly meetings to keep the officers abreast of developments and gain assistance with agency planning and assessment.

3. INCREASE ASSISTED HOUSING CHOICES & IMPROVE QUALITY OF LIFE:

The HHA is expanding its homeownership services from a HOPE 3 Program to develop plans for sponsoring a Section 8 Homeownership Program. The HHA continues to expand its partnerships with the greater community of Huntington and Cabell/Wayne counties of West Virginia. Four high-rise centers were designated by HUD as "elderly only", following an application for designation. Safety and security issues continue to decline overall, even though a few family communities experience a steady flow of illegal activity. Computer-based learning centers were built into high-rise facilities for senior use with instruction provided by an HHA employee. Volunteer assistance from the community continues to increase, especially from Marshall University students and interns.

4. PROMOTE SELF-SUFFICIENCY & ASSET DEVELOPMENT:

The HHA aggressively pursued funding to support three types of employment and training program funds for teens, young adults, and adults. A R.O.S.S. Service Delivery Program began during the year. The Section 8 FSS Program continues to assist families (37 enrolled during the year), and learning centers are headed by certified teachers in family developments. The HHA continues to make capital fund improvements at each Public Housing location. Some of the major work items included replacing kitchen cabinets, repairing sidewalks at Marcum Terrace, purchasing new ranges and refrigerators at Washington Square, and trimming trees throughout the communities.

5. ENSURE EQUAL OPPORTUNITY IN HOUSING:

The HHA continues to provide staff training and undertakes affirmative measures to ensure fair housing practices are implemented.

Attachments

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

ATTACHMENT 1: IMPLEMENTATION TO COMMUNITY SERVICE REQUIREMENTS

The Huntington Housing Authority (HHA) drafted its Community Service Plan, presented it to its RAB members, all residents (via newsletters), community leaders, and board members. Following a 60-day review period, a final policy was drafted. In summarizing its requirements, the following primary procedures will be implemented once the agency's Annual Plan is approved:

- A. All adult residents of Public Housing will be required to contribute no less than eight (8) hours of work per month within the community in which the adult resides, or to participate in an on-going economic self-sufficiency or job-training program. This does not include political activities.*
- B. Annual compliance reviews will be conducted by staff. An individual must file for exempt status if they do not receive Social Security or SSI. Appropriate verifications will be required.*
- C. This rule will not apply to working individuals, senior citizens, disabled persons, persons attending school or vocational training, or persons exempt due to Part A of Title IV of the Social Security Act, or under any other welfare program of the State of West Virginia, including a state-administered welfare-to-work program.*
- D. At lease signing and with each annual re-examination, the HHA will furnish the resident with written notice of the service requirement and process for claiming exempt status.*
- E. If a resident is deemed in non-compliance with this requirement, they will be given an opportunity to correct the problem via a written agreement covering the 12-month lease term. The agreement will specify that the individual must complete the required eight hours per month as part of the terms of the new lease, plus the additional hours deemed necessary from the end of the term.*

ATTACHMENT 2: SECTION 8 HOMEOWNERSHIP CAPACITY STATEMENT:

A summary of the Huntington Housing Authority's (HHA) Section 8 Homeownership Program's primary procedures is listed below. Items 1 serves to address the HHA's capacity to implement a homeownership program, per 24 CFR 982.625:

- 1. The HHA will require a minimum cash down-payment of 3% of the purchase price with 1% of the down-payment to be paid from the family's resources.*

The Huntington Housing Authority will offer the Section 8 homeownership option only to participating Family Self-Sufficiency Program (FSS) members and will serve a total of up to ten enrolled families at any given time. FSS families can be currently enrolled, be graduates of the FSS program, or currently enrolled in a self-sufficiency program operated by a federal, state, or local agency.

All HUD requirements will be adhered to (24 CFR 982.627), and the family must meet all eligibility requirements before the commencement of homeownership assistance, including being eligible for the Housing Voucher Choice Program. Once eligible, the homeownership family must attend counseling sessions that focus on such topics as: home maintenance, budgeting and money management, credit counseling, negotiating the purchase price of a home, obtaining pre-loan approvals and financing, finding a home, fair housing rights and responsibilities, federal truth-in-lending laws, and understanding the terms and conditions of mortgage loans.

The eligible family shall have 60 days from the eligibility date to locate a suitable home and will have an additional 60 days to purchase the home. The HHA will require periodic reports of purchase progress at intervals of 30 days. If the family is unable to purchase a home within the maximum time limit, the HHA will issue the family a voucher to lease a unit.

The family must enter into a contract of sale with the seller of the unit with a copy of the contract given to the HHA. The contract of sale must specify the price and terms of sale and must provide that the purchaser will arrange for a pre-purchase independent inspection of the home. As identified in 24 CFR 982.632, the family will be responsible for securing financing. The HHA will prohibit balloon payment mortgages, variable interest-rate loans, and seller financing. The selected home for homeownership consideration must meet Housing Quality Standards, and must also be inspected by an independent professional inspector must be certified and must be selected and paid for by the family. The independent inspection must cover major building systems and components. The HHA may disapprove a unit for homeownership assistance because of information in the independent inspector's report.

Regarding continued assistance, homeownership assistance will only be paid while the family resides in the home. Before commencement of homeownership assistance, the family must execute a statement in which the family agrees to comply with all family obligations under the homeownership option.

The HHA will comply with 24 CFR 982.634 - 640 regarding maximum terms, HAP payments, portability, moving, termination, and recapture processing of homeownership assistance.

ATTACHMENT 3. PET POLICY INFORMATION:

The following information summarizes the agency's proposed Pet Policy:

The Huntington Housing Authority (HHA) proposes to implement procedures listed below

- 1. A resident must complete an advance application and submit a \$300 pet deposit for the purpose of defraying costs attributable to cats, dogs, etc. The deposit must be paid in lump-sum prior to the pet being brought to the apartment. In addition, a fumigation deposit of \$100 must be presented at the time of application.*
- 2. Expenses for de-infestation of fleas because of pets shall be attributable to the pet owner.*
- 3. The maximum weight of a dog or cat cannot exceed 30 pounds and height cannot exceed 12 inches.*
- 4. Dogs, cats, and other animals must wear proper tags, if license is required under local or state law.*
- 5. All animal waste and litter shall be picked up immediately and disposed of by the pet owner in sealed bags and placed in HHA trash bins.*
- 6. The HHA must receive documented proof of the pet's health, suitability, and acceptability in accordance with agency standards.*
- 7. All pets must remain under the resident's control during inspections and must be appropriately restrained until the employee leaves and indicates the work item has been completed.*
- 8. The resident will be liable for all damages created by the pet and must pay the HHA for any costs attributable to the damages.*
- 9. The resident shall not alter the apartment to create an enclosure for the pet(s).*
- 10. The pet must be maintained in the resident's apartment and shall not be left unattended beyond 12 hours. When outside, the pet must be kept on a leash or carried at all times.*
- 11. Pet owners must agree to control pet noise so as not to create a nuisance to other residents or interrupt their peaceful living.*
- 12. If a pet is removed because of an aggressive act on the part of the pet, the pet will not be allowed back on HHA premises. Pets that become vicious, display symptoms of a serious illness, that causes bodily harm or injury to others, demonstrates behavior that is an immediate threat to others, shall be referred/removed to appropriate local or state agencies for removal.*
- 13. Visiting pets of friends, relatives, and guests shall be prohibited.*
- 14. Dogs must be spayed or neutered, must be housebroken, must have all inoculations, and must be licensed as required by local law.*
- 15. Cats must be spayed or neutered, must be de-clawed, must be litter-box trained, and must be licensed as required by local law.*
- 16. Birds, rodents, and turtles must be enclosed in cages at all times, and cages must be odor-free.*
- 17. Maximum aquarium sizes for fish is 40 gallons. They must be on an approved stand and odor-free.*

18. *Types of pets not allowed include snakes and reptiles, iguanas, pet spiders and tarantulas, wild or exotic cats, ferrets, squirrels, bats, hedge hogs, monkeys, pot-belly pigs, and any other non-domesticated animal.*
19. *If a pet gives birth to a litter, the resident must immediately remove all newborn animals from the agency premises*

** Regarding the above policy, the HHA received one written and one verbal complaint about the deposit rate.*

ATTACHMENT 4: RESIDENT MEMBERSHIP OF THE PHA GOVERNING BOARD:

For an eleven-year period (1987 – 1998) Pamela Cotton, a resident of Public Housing units at Northcott Court, served as a commissioner among the agency’s board of commissioners.

On May 8, 2000, a Public Housing resident of Trowbridge Manor, Betty McKelvey, was appointed a commissioner of the agency board of commissioners. Board members serve a five-year term and are appointed by the Mayor of Huntington.

ATTACHMENT 5: MEMBERSHIP OF THE RESIDENT ADVISORY BOARD (RAB):

During the development of the agency’s Annual Plan, the Huntington Housing Authority (HHA) gave careful consideration to the recommendations of its Resident Advisory Board (RAB). The recommendations of the RAB are listed on page 42 of this Annual Plan, and the HHA agreed to address each of seven concerns presented. RAB meetings are held monthly. The RAB President is Kenneth Littlejohn, also president of Fairfield Tower, a Public Housing high-rise. The Vice-President is Larry Hedrick , a resident of W. K. Elliott Apartments. Other resident officers are listed below.

Hattie Pinson, Ila Freeman, Doris Cooper, and Marie Dunaway of Madison Manor.

Theresa McQuaid, Nellie Spurlock, Marilyn Sleet, and Lucille Garrison of Trowbridge Manor.

Jeannie Akers, Mervin Conard, and Mary Taylor of Riverview East.

Margaret Littlejohn and Laura Dennison of Fairfield Apartments..

Jean Jenkins of Northcott Court, and Brock Hatfield and Christa Jackson from Marcum Terrace.

Katie Walker of Washington Square, and Virginia Holley, Tina Miller, and Linda Hedrick of W.K. Elliott Apts. Shannon Rardin of the agency’s Youth Council.

Kathy Wilkerson, Victoria Watts, Jacinda Roberts, Mark Tarter, Allen Meador, and Michael Webb of the Section 8 Program.

In addressing the concerns of the RAB, the HHA agreed to:

1. *Improve its dissemination on policy changes by adding explanatory articles to agency newsletters and discussing policy changes during all resident meetings.*
2. *Huntington has a new police chief. With the new administration, the HHA will work to increase its assistance from the Police Department and improve its communications with the department through its PHDEP services.*
3. *During the 2001/02 year, the HHA will increase its public relations and marketability efforts.*
4. *Tree and hedge-trimming at Public Housing sites are work items for the 2001/02 fiscal year.*
5. *The HHA is currently working to complete a HOPE VI Revitalization Application due 6/22/01.*
6. *With local collaborators, the HHA is currently working to develop a local “2nd Chance Homes” Program for teen mothers and young adult women.*
7. *The HHA continually tracks the success of its employment and training enrollees, a process that has been occurring for seven years. However, the agency is devising or shall purchase additional tracking tools or measures for assessing the progress of its resident and participants.*

Agency “Advisory Board” members from local organizations include: Dorothy Turner-Lacy, Dept. of Development with the City of Huntington; Betty Barrett, former City Council member; Don DeBord, Cabell-Huntington Homeless Coalition; Francie Roberts-Buchanan, Information & Referral Services; Bennie Thomas, Cabell County Schools; George Smailes, YMCA; Rev. Larry Patterson, Director of Tri-State OIC; Thomas Hargis, Headstart Director; Anita Unger, City Mission; Tammy Carter, Harmony House; Debbie Harris, Cabell/Wayne Family Resource Network; Linda Hunt of St. John’s House/Church; Robert Roswall, Cabell County Community Service Organization; Dr. Larry Kyle, Marshall University’s Continuing Ed Program; and Robert Martin, Fairfield East/AD Lewis Community Centers; and Carol Clemons, Scott-Taylor Community Center.

ATTACHMENT 6: REAC SUMMARY FOLLOW-UP PLAN TO RESPONSE TO HUD REVIEW:

The HHA’ Customer Service and Satisfaction Survey (REAC) indicated two areas that were to be addressed in its Annual Plan. Please review the responses below. This was completed in response to a letter the Housing Authority received asking for more information.

1. COMMUNICATION: *The agency issues a monthly 14-page newsletter to each Public Housing resident family. The newsletters include all types of information and scheduling for youth and families. These newsletters are also available to Section 8 participant families. Periodically, flyers and/or door-to-door communications are conveyed to residents about new programs and/or to discuss issues. Monthly RAB meetings are held for residents and are attended by resident officers who agree to take information*

back to their communities for discussions at site meetings. Monthly resident council meetings are held to discuss issues or make plans within a community.

2. SAFETY: The agency hires after-hour security staff to patrol its Public Housing communities to ensure that illegal activity is addressed, violators are arrested, and other disturbances are dealt with. The agency has added new lighting and video cameras to each family community during the past few years at a cost of \$156,769. Seven years ago, the agency established a hot-line for residents to use to express their concerns with security and safety issues. The hot-line is closely monitored by off-duty police officers. The agency has sponsored a Public Housing Drug Elimination Program since 1992 and has evidence of crime reduction in most areas. The agency's largest family community, Marcum Terrace, has continual problems with illegal behavior or disturbances, most of which come from persons who do not live on the premises. Trespassing violations are issued regularly and trespassers are identified by listings and are posted throughout the agency newsletters for residents to be aware of. Through the agency's PHDEP prevention and intervention activities and R.O.S.S. empowerment services, safety and crime issues are continually addressed.

ATTACHMENT 7: SUBSTANTIAL DEVIATION DEFINITION/PROCEDURES

The Huntington WV Housing Authority will notify its Board of Commissioners, its Resident Advisory Board, relevant resident communities, the general public, and the U.S. Department of Housing and Urban Development of any substantial deviation or significant amendment or modification to the current Annual Statement. As work progresses throughout the year, the Housing Authority recognizes that conditions may change from the originally anticipated project, that there may need to be changes made to certain rent and admissions policies, and that programs and activities may have to change. The Huntington WV Housing Authority recognizes its obligation and responsibility to notify residents, its

Resident Advisory Board, and the general public of substantial deviation, significant amendment, or modification in the plan/items.

The Huntington Housing Authority defines “substantial deviation” and “significant amendment or modifications” as actions that are required due to:

- *Additions to non-emergency work items (items not included in the current Annual Statement or Five-Year Action Plan.*
- *Changes in use of replacement reserve funds under the Capital Fund Program.*
- *Additions of new activities to the agency’s current PHDEP Plan.*
- *Changes regarding demolition, disposition, designation, conversion, or homeownership programs or activities.*
- *Changes to rent or admissions policies, or organization of the agency’s Waiting List.*

**PHA Plan
Table Library**

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

Table Library

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

Capital Fund Grant Number **WV15P00450101** FFY of Grant Approval: **(07/2001)**

X Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CFP Funds	\$ 0.00
2	1406 Operations	51,208.00
3	1408 Management Improvements	231,049.00
4	1410 Administration	155,334.00
5	1411 Audit	0.00
6	1415 Liquidated Damages	0.00
7	1430 Fees and Costs	30,000.00
8	1440 Site Acquisition	0.00
9	1450 Site Improvement	44,082.00
10	1460 Dwelling Structures	200,432.00
11	1465.1 Dwelling Equipment-Nonexpendable	114,000.00
12	1470 Nondwelling Structures	667,827.00
13	1475 Nondwelling Equipment	32,400.00
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	5,000.00
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	\$ 1,531,332.00
21	Amount of line 20 Related to LBP Activities	0.00
22	Amount of line 20 Related to Section 504 Compliance	0.00
23	Amount of line 20 Related to Security	40,000.00
24	Amount of line 20 Related to Energy Conservation Measures	0.00

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

Development Number/Name HA- Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
WV4-1	Site Improvements	1450	1,000.00
Washington Square	Closet Doors	1460	15,000.00
	Boilers	1465	5,000.00
	Smoke Detectors	1465	100.00
	Hot Water Tanks	1465	4,800.00
	Non-Dwelling Equip.	1475	200.00

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
WV 4-2 Northcott Court	Site Improvements	1450	1,000.00
	Smoke Detectors	1465	100.00
	Hot Water Tanks	1465	4,800.00
	Boilers – FA	1465	5,000.00
	Key Machine	1475	1,200.00
	Cameras	1470	9,000.00
	Non-Dwelling Equipment	1475	500.00

Annual Statement

Table Library

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA- Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
<p style="text-align: center;">WV 4-3</p> <p>Marcum Terrace</p>	Site Improvements	1450	15,082.00
	Kitchen Cabinets	1460	50,000.00
	Hot Water Tanks	1465	7,500.00
	Boilers	1465	10,000.00
	Smoke Detectors	1465	500.00
	Key Machine	1475	1,200.00
	Non-Dwelling Equipment	1475	1,000.00

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
WV 4-4	Site Improvements	1450	500.00
Fairfield Tower	Boilers	1465	40,000.00
	Replace A/C (Common Area)	1470	10,000.00
	Non-Dwelling Equipment	1475	300.00

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

Development Number/Name HA- Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
WV 4-5	Site Improvements	1450	500.00
Riverview East	Boilers	1465	40,000.00
	Door Card System	1475	2,000.00
	Non-Dwelling Equipment	1475	300.00

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
WV 4-6	Site Improvements	1450	500.00
Madison Manor	Boilers	1470	40,000.00
	Replace A/C (Common Area)	1470	28,000.00
	Non-Dwelling Equipment	1475	300.00

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
WV 4-8 W. K. Elliott Apts.	Site Improvements	1450	1,000.00
	Repave Roadway	1450	22,000.00
	Closet Doors	1460	28,540.00
	Replace Storm Doors	1460	39,400.00
	Smoke Detectors	1465	200.00
	Replace Hot Water Tanks	1465	800.00
	Non-Dwelling Equipment	1475	300.00

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
WV 4-9 Trowbridge Manor	Site Improvements	1450	1,000.00
	Replace A/C (Common Area)	1470	8,000.00
	Non-Dwelling Equipment	1475	300.00

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
WV 4-10	Site Improvements	1450	500.00
Acquisition Homes	Interior/Exterior Renovations	1460	500.00

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

Development Number/Name HA- Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
WV 4-12	Site Improvements	1450	1,000.00
Carter G. Woodson Apartments	Storm Doors	1460	11,400.00

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

Development Number/Name HA- Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHA-All	Cycle Painting	1460.00	31,000.00
	Interior/Exterior Renovations	1460.00	24,592.00
	Operation Enhancement	1406.00	51,208.00
	Relocation	1495.10	5,000.00
	Technicians (2)	1408.00	33,210.00
	Resident Initiative Coordinator	1408.00	37,174.00
	Fringes/Terminal Leave	1408.00	25,539.00
	Clerk	1408.00	25,212.00
	Step-Up Contractual Services	1408.00	87,700.00
	Security	1408.00	40,000.00
	Office Equipment	1475.00	20,000.00
	Architect/Engineer	1430.00	30,000.00
	Renovate Old School Building	1470	572,827.00
Grant Writer/Evaluator	1410.00	10,941.00	
Accountant II	1410.00	19,044.00	

	Accountant I	1410.00	7,595.00
	Administrative Assistant (MOD)	1410.00	33,216.00
	Coordinator/Develop. Supervisor	1410.00	53,007.00
	Miscellaneous Expense	1410.00	5,000.00
	Office Supplies	1410.00	5,000.00
	Publications	1410.00	1,300.00
	Telephone Expense	1410.00	2,220.00
	Training/Travel	1410.00	18,011.00

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management

Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>
WV4-1 Washington Square	79	Maintain Equipment, Systems and Grounds	HOPE VI (30 Units On-Site)	HOPE VI (ALL)	NA	NA	HOPE VI (10 Units)	
WV4-2 Northcott Court	128	Maintain Equipment, Systems and Grounds	HOPE VI (COMMERCIAL)	HOPE VI (ALL)	NA	NA	HOPE VI	
WV4-3 Marcum Terrace	284	Maintain Equipment, Systems and Grounds	NA	NA	NA	NA	NA	
WV4-4 Fairfield Tower	100	Maintain Equipment, Systems and Grounds	NA	NA	ELDERLY ONLY	CONVERT/MODERNIZE UNITS	NA	
WV4-5 Riverview East	60	Maintain Equipment, Systems and Grounds	NA	NA	ELDERLY ONLY	NA	NA	
WV4-6 Madison Manor	105	Maintain Equipment, Systems and Grounds	NA	NA	ELDERLY ONLY	CONVERT /MODERNIZE	NA	
WV4-8 W.K. Elliot Apts.	66	Maintain Equipment, Systems and Grounds	NA	NA	NA	NA	NA	
WV4-9 Trowbridge Manor	85	Maintain Equipment, Systems and Grounds	NA	NA	ELDERLY ONLY	NA	NA	
WV4-10 Acquisition Homes	14	Maintain, Equipment, Systems and Grounds	NA	NA	NA	NA	NA	
WV4-12 Carter G.	20	Maintain Equipment, Systems and Grounds	NA	NA	NA	NA	NA	

Woodson Apts.								

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: The Huntington WV Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: WV15R00450101	Federal FY of Grant: 2001
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 3/31/01
 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				
	Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	62,322.00	62,322.00	0.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	62,322.00	62,322.00	0.00	0.00
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	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				

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

PHA Name: The Huntington WV Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: WV15R00450101	Federal FY of Grant: 2001
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 3/31/01 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost	Total Actual Cost
	Collateralization Expenses or Debt Service		

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: The Huntington WV Housing Authority	Grant Type and Number Capital Fund Program Grant No: 708-99 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:)
 Performance and Evaluation Report for Period Ending: 3/31/01
 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	249,987	229,987.00	198,599.00	175,931.44
	Management Improvements Hard Costs	9,500.00	9,500.00	9,500.00	4,295.47
4	1410 Administration	154,182.00	158,182.00	158,182.00	126,262.45
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	10,000.00	17,855.00	17,855.00	4,042.96
8	1440 Site Acquisition				
9	1450 Site Improvement	62,691.00	138,476.34	138,476.34	44,418.85
10	1460 Dwelling Structures	887,173.00	845,069.66	845,069.66	546,044.16
11	1465.1 Dwelling Equipment—Nonexpendable	89,500.00	92,721.00	92,721.00	72,167.50
12	1470 Nondwelling Structures	2,500.00	2,378.00	2,378.00	2,378.00
13	1475 Nondwelling Equipment	149,809.00	111,173.00	111,173.00	84,652.83
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	10,000.00	20,000.00	20,000.00	11,214.57
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	1,625,342.00	1,625,342.00	1,593,954.00	1,071,408.23
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	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				

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

PHA Name: The Huntington WV Housing Authority	Grant Type and Number Capital Fund Program Grant No: 708-99 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:)
 Performance and Evaluation Report for Period Ending: 3/31/01
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	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: The Huntington WV Housing Authority		Grant Type and Number Capital Fund Program Grant No: 708-99 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
WV4-1	Site Improvements		1450		5,000.00	461.91	461.91	461.91	Complete
Washington	Hot Water Tanks		1465		5,000.00	4,210.00	4,210.00	4,209.38	Complete
Square	Smoke Detectors		1465		1,000.00	1,326.00	1,326.00	1,326.00	Complete
	Maintenance Furniture		1475		3,000.00	600.00	600.00	558.00	Complete
	Non-Dwelling Equipment		1475		2,000.00	1,162.00	1,162.00	1,161.33	Complete
WV4-2	Site Improvements		1450		8,547.00	7,538.00	7,538.00	7,537.41	Complete
Northcott	Kitchen Cabinets		1460		25,000.00	25,000.00	25,000.00	33,747.27	Complete
Court	Smoke Detectors		1465		5,000.00	1,768.00	1,768.00	1,768.00	Complete
	Hot Water Tanks		1465		5,000.00	4,210.00	4,210.00	4,209.38	Complete
	Non-Dwelling Equipment		1475		5,000.00	642.00	642.00	641.99	Complete
WV4-3	Site Improvements		1450		10,000.00	76,411.09	76,411.09	14,599.53	In Progress
Marcum	Heat Risers		1460		69,000.00	25,124.00	25,124.00	25,123.20	Complete
Terrace	Kitchen Cabinets		1460		10,000.00	594.00	594.00	593.76	Complete
	Hot Water Tanks		1465		10,000.00	10,524.00	10,524.00	10,523.45	Complete
	Smoke Detectors		1465		3,000.00	3,094.00	3,094.00	3,094.00	Complete
	Non-Dwelling Equipment		1475		10,000.00	6,271.00	6,271.00	6,270.38	Complete

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

PHA Name: The Huntington WV Housing Authority		Grant Type and Number Capital Fund Program Grant No: 708-99 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
WV4-4	Site Improvements		1450		6,000.00	468.00	468.00	467.57	Complete
Fairfield Towers	Drop Ceilings		1460		8,000.00	5,005.41	5,005.41	5,005.41	Complete
	Hot Water Tanks		1465		13,000.00	12,833.00	12,833.00	12,832.70	Complete
	Blinds		1470		2,500.00	2,378.00	2,378.00	2,378.00	Complete
	Wallpaper		1470		0.00	0.00	0.00	0.00	Comp in 707
	Lobby Furniture		1475		9,000.00	5,819.00	5,819.00	5,819.00	Complete
	Non-Dwelling Equipment		1475		453.00	453.00	453.00	452.99	Complete
WV4-5	Site Improvements		1450		2,000.00	6,098.00	6,098.00	3,058.37	In Progress
Riverview East	Unit Conversion		1460		0.00	0.00	0.00	0.00	Comp in 707
	Non-Dwelling Equipment		1475		856.00	821.00	821.00	808.13	Complete
WV4-6	Site Improvements		1450		3,000.00	884.34	884.34	184.34	In Progress
Madison Manor	Drop Ceilings (1 st Floor)		1460		10,644.00	9,895.00	9,895.00	9,894.60	Complete
	Roof		1460		47,255.00	47,255.00	47,255.00	40,848.99	Complete
	Repair Balconies		1460		0.00	3,461.66	3,461.66	3,460.77	Complete
	Convert. Effic. To One Bedroom		1460		562,768.00	538,663.64	538,663.64	254,704.64	In Progress
	Refrigerators/Ranges		1465		42,150.00	43,606.36	43,606.36	43,606.36	Complete
	Carpet & Tile		1470		0.00	18,000.00	18,000.00	1,576.39	In Progress
	Non-Dwelling Equipment		1475		2,000.00	2,035.00	2,035.00	2,034.80	Complete

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

PHA Name: The Huntington WV Housing Authority		Grant Type and Number Capital Fund Program Grant No: 708-99 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
WV4-8	Site Improvements		1450		5,000.00	29,759.00	29,759.00	4,206.91	In Progress
W.K. Elliott Apts.	Furnaces		1465		31000.00	21,356.00	21,356.00	21,355.12	Complete
	Hot Water Tanks		1465		1,500.00	1,500.00	1,500.00	1,413.08	Complete
	Smoke Detectors		1465		3,000.00	2,100.00	2,100.00	884.00	In Progress
	Replace HVAC		1470		0.00	3,889.00	3,889.00	3,888.66	Complete
	Non-Dwelling Equipment		1475		5,000.00	468.00	468.00	467.66	Complete
WV4-9	Site Improvements		1450		5,000.00	2,900.00	2,900.00	209.94	In Progress
Trowbridge Manor	Roof		1460		46000.00	46,000.00	46,000.00	38,786.27	Complete
	Wallpaper (Common Areas)		1470		0.00	0.00	0.00	0.00	Comp in 707
	Non-Dwelling Equipment		1475		5,000.00	1,815.00	1,815.00	1,814.19	Complete
WV4-10	Site Improvements		1450		5,000.00	2,161.00	2,161.00	2,160.35	In Progress
Acquisition Homes	Smoke Detectors		1465		1,000.00	1,000.00	1,000.00	442.00	Complete
	Ranges/Refrigerators		1465		10,000.00	10,000.00	10,000.00	8,092.00	Complete
WV4-12	Site Improvements		1450		2,500.00	1,900.00	1,900.00	1,637.92	In Progress
Carter G. Woodson	Smoke Detectors		1465		1,000.00	800.00	800.00	442.00	In Progress
	Non-Dwelling Equipment		1475		2,500.00	600.00	600.00	595.98	Complete

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

PHA Name: The Huntington WV Housing Authority			Grant Type and Number Capital Fund Program Grant No: 708-99 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 All	Computer Software		1408		0.00	0.00	0.00	0.00	Del. (Dup.)
	Site Acquisition		1440		0.00	0.00	0.00	0.00	Del per HUD
	Cycle Painting		1460		60,000.00	60,000.00	60,000.00	52,790.69	In Progress
	Interior/Exterior Renovations		1460		17,000.00	50,359.59	50,359.59	47,376.80	In Progress
	Upgrade Phone System		1475		15,000.00	16,598.00	16,598.00	54.55	Contract Let
	Upgrade Computer System		1475		50,000.00	57,000.00	57,000.00	53,383.55	On-Going
	Relocation		1495		10,000.00	20,000.00	20,000.00	11,214.57	On-Going
	MOD for Development		1498		0.00	0.00	0.00	0.00	Del per HUD
	Technicians	2	1408		41,871.00	41,871.00	41,871.00	32,957.99	On-Going
	Resident Initiative Coordinator	1	1408		41,275.00	41,275.00	41,275.00	35,127.62	On-Going
	Fringes/Terminal Leave		1408		25,539.00	35,539.00	35,539.00	35,539.00	Complete
	Clerk	1	1408		31,388.00	31,388.00	31,388.00	24,267.73	On-Going
	Step-Up Contractual Services		1408		69,914.00	69,914.00	69,914.00	65,668.15	On-Going
	Security		1408		40,000.00	10,000.00	10,000.00	6,638.68	On-Going
	Upgrade Computer (Software)		1408		9,500.00	9,500.00	9,500.00	4,295.47	On-Going
	Office Equipment		1475		40,000.00	13,000.00	13,000.00	6,701.62	On-Going
	Architect/Engineer		1430		10,000.00	17,855.00	17,855.00	4,042.96	On-Going

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

PHA Name: The Huntington WV Housing Authority		Grant Type and Number Capital Fund Program Grant No: 708-99 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 All	Accountant II		1410	1	21,764.00	21,764.00	21,764.00	17,533.08	On-Going
	Accountant I		1410	1	9,456.00	9,456.00	9,456.00	8,199.05	On-Going
	Administrative Assistant (MOD)		1410	1	30,182.00	30,182.00	30,182.00	27,963.05	On-Going
	Coordinator/Dev. Supervisor		1410	1	61,249.00	61,249.00	61,249.00	43,662.55	On-Going
	Miscellaneous Expense		1410		5,000.00	5,449.00	5,449.00	5,449.00	Complete
	Office Supplies		1410		5,000.00	5,000.00	5,000.00	4,911.15	On-Going
	Publications		1410		1,300.00	851.00	851.00	390.00	On-Going
	Telephone Expense		1410		2,220.00	6,220.00	6,220.00	3,868.26	On-Going
	Training/Travel		1410		18,011.00	18,011.00	18,011.00	14,286.31	On-Going

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

PHA Name: The Huntington WV Housing Authority	Grant Type and Number Capital Fund Program No: WV15P00450101 Replacement Housing Factor No:	Federal FY of Grant: 2001
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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	
WV4-1 Washington Square	3/31/03			3/31/05			
WV4-2 Northcott Court	3/31/03			3/31/05			
WV4-3 Marcum Terrace	3/31/03			3/31/05			
WV4-4 Fairfield Towers	3/31/03			3/31/05			
WV4-5 Riverview East	3/31/03			3/31/05			
WV4-6 Madison Manor	3/31/03			3/31/05			
WV4-8 W.K. Elliott Apts.	3/31/03			3/31/05			
WV4-9 Trowbridge Manor	3/31/03			3/31/05			
WV4-10 Acquisition Homes	3/31/03			3/31/05			
WV4-12 Carter G. Woodson	3/31/03			3/31/05			
PHA All	3/31/03			3/31/05			

Capital Fund Program Five-Year Action Plan

Part I: Summary

A Name The Huntington WV Housing Authority		<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: 7/1 – 6/30	Work Statement for Year 3 FFY Grant: 2003 PHA FY: 7/1 – 6/30	Work Statement for Year 4 FFY Grant: 2004 PHA FY: 7/1 – 6/30	Work Statement for Year 5 FFY Grant: 2005 PHA FY: 7/1 – 6/30
See Part I: Summary Continuation Page	Annual Statement				
Physical Improvements Subtotal		518,769.00	605,212.00	536,037.00	280,410.00
Management Improvements		231,049.00	231,049.00	231,049.00	231,049.00
HA-Wide Nondwelling Structures Equipment		202,300.00	21,500.00	41,900.00	402,597.00
Administration		155,344.00	155,344.00	155,344.00	155,344.00
Other		276,213.00	197,372.00	227,497.00	70,000.00
Operations		132,657.00	120,855.00	139,505.00	191,932.00
Demolition		15,000.00	0	0	0
Replacement Reserve					
Mod used for Development			200,000.00	200,000.00	200,000.00
Total CFP Funds (Est.)		1,531,332.00	1,531,332.00	1,531,332.00	1,531,332.00
Total Replacement Housing Factor Units					

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

A Name The Huntington WV Housing Authority		<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: 7/1 – 6/30	Work Statement for Year 3 FFY Grant: 2003 PHA FY: 7/1 – 6/30	Work Statement for Year 4 FFY Grant: 2004 PHA FY: 7/1 – 6/30	Work Statement for Year 5 FFY Grant: 2005 PHA FY: 7/1 – 6/30
74-1 Washington Square	Annual	60,467.00	133,500.00	40,607.00	53,140.00
74-2 Northcott Court	Statement	12,000.00	187,612.00	64,000.00	106,870.00
74-3 Marcum Terrace		355,653.00	232,800.00	430,485.00	28,900.00
74-4 Fairfield Towers		75,500.00	10,100.00	64,400.00	131,966.00
74-5 Riverview East		1,100.00	14,100.00	94,600.00	12,500.00
74-6 Madison Manor		500.00	1,100.00	12,600.00	30,400.00
74-8 W.K. Elliott Apts.		48,702.00	97,500.00	3,000.00	8,600.00
74-9 Trowbridge Manor		500.00	27,000.00	12,600.00	118,831.00
74-10 Acquisition		165,360.00	4,800.00	1,100.00	40,600.00
74-12 Carter G. Woodson		16,500.00	1,550.00	1,700.00	66,200.00
A All		408,657.00	434,877.00	419,847.00	546,932.00
Total		1,144,943.00	1,144,939.00	1,144,939.00	1,144,939.00

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

Activities for Year 1 FFY:2001	Activities for Year : 2 FFY Grant: 2002 PHA FY: 7/1 – 6/30		Activities for Year: 2 FFY Grant: 2002 PHA FY: 7/1 – 6/30	
	<u>WV15-P004-001-Washington Square</u>		<u>WV15-P004-006 – Madison Manor</u>	
See	Site Improvements (Landscaping) – FA	1,000.00	Site Improvements (Landscaping) – FA	500.00
Annual	Hot Water Tanks	5,000.00		
Statement	Smoke Detectors	200.00		
	New Windows	53,767.00	<u>WV15-P004-008 – W.K. Elliott Apts.</u>	
	Non-Dwelling Equipment	500.00	Site Improvements (landscaping) – FA	5,000.00
			Cabinets – FA	43,002.00
	<u>WV15-P004-002 – Northcott Court</u>		Smoke Detectors	200.00
	Site Improvements (Landscaping) –FA	1,000.00	Hot Water Tanks	500.00
	Smoke Detectors	200.00		
	Hot Water Tanks	10,000.00	<u>WV15-P004-009 – Trowbridge Manor</u>	
	Non-Dwelling Equipment	800.00	Site Improvements (Landscaping) – FA	500.00
	<u>WV15-P004-003 – Marcum Terrace</u>			
	Site Improvements (Landscaping) – FA	10,000.00	<u>WV15-P004-010 – Acquisition Homes</u>	
	Windows	267,000.00	Site Improvements (Landscaping) – FA	500.00
	Demolition – FA	15,000.00	Interior/Exterior Renovations – FA	5,000.00
	Smoke Detectors	500.00	Hot Water Tanks	159,860.00
	Hot Water Tanks	20,000.00		
	Boilers	10,000.00	<u>WV15-P004-012 – Carter G. Woodson</u>	
	Sewer	32,153.00	Site Improvements (Landscaping) – FA	1,000.00
	Non-Dwelling Equipment	1,000.00	Interior/Exterior Renovations – FA	15,000.00
			Hot Water Tanks	500.00
	<u>WV15-P004-004 – Fairfield Towers</u>			
	Site Improvements (Landscaping) – FA	500.00	<u>WV15-P004 PHA All</u>	
	Addressable Smoke Detector System	75,000.00	Operations Enhancement	132,657.00
			Cycle Painting	60,000.00
	<u>WV15-P004-005 – Riverview East</u>		Architectural Engineer/Consultant	16,000.00
	Site Improvements (Landscaping) – FA	500.00	Daycare	200,000.00
	Smoke Headers	600.00		

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

Activities for Year 1 FFY:2001	Activities for Year : 3 FFY Grant: 2003 PHA FY: 7/1 – 6/30		Activities for Year: 3 FFY Grant: 2003 PHA FY: 7/1 – 6/30	
	<u>WV15-P004-001-Washington Square</u>		<u>WV15-P004-006 – Madison Manor</u>	
See	Site Improvements (Landscaping) – FA	4,000.00	Site Improvements (Landscaping) – FA	800.00
Annual	New Storm Doors – FA	118,500.00	Non-Dwelling Equipment	300.00
Statement	Hot Water Tanks	10,500.00		
	Non Dwelling Equipment	500.00	<u>WV15-P004-008 – W.K. Elliott Apts.</u>	
			Site Improvements (landscaping) – FA	1,000.00
	<u>WV15-P004-002 – Northcott Court</u>		Non-Dwelling Equipment	500.00
	Site Improvements (Landscaping) –FA	3,000.00	Doors (Exterior) – FA	40,000.00
	Non-Dwelling Equipment	2,000.00	Kitchen Cabinets	56,000.00
	Hot Water Tanks	10,500.00		
	Refrigerators	50,400.00	<u>WV15-P004-009 – Trowbridge Manor</u>	
	Storm Doors	121,712.00	Site Improvements (Landscaping) – FA	500.00
			New HV Roof Unit	12,000.00
	<u>WV15-P004-003 – Marcum Terrace</u>		Non-Dwelling Equipment	300.00
	Site Improvements (Landscaping) – FA	5,000.00	Hot Water Heater	7,000.00
	Closet Doors – FA	45,000.00	AC (common areas)	7,200.00
	Hot Water Tanks	22,000.00		
	Non-Dwelling Equipment	800.00	<u>WV15-P004-010 – Acquisition Homes</u>	
	Kitchen Cabinets – FA	80,000.00	Site Improvements (Landscaping) – FA	800.00
	Heat Risers	80,000.00	Interior/Exterior Renovations – FA	4,000.00
	<u>WV15-P004-004 – Fairfield Towers</u>		<u>WV15-P004-012 – Carter G. Woodson</u>	
	Site Improvements (Landscaping) – FA	800.00	Site Improvements (Landscaping) – FA	1,000.00
	AC (common areas)	9,000.00	Non-Dwelling Equipment	300.00
	Non-Dwelling Equipment	300.00	Hot Water Tanks	250.00
	<u>WV15-P004-005 – Riverview East</u>		<u>WV15-P004 PHA All</u>	
	Site Improvements (Landscaping) – FA	800.00	Operations Enhancement	120,855.00
	Non-Dwelling Equipment	300.00	Architectural Engineer/Consultant	34,761.00
	Hot Water Heater	13,000.00	Cycle Painting	60,000.00
			Trash Cans	19,261.00

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1 FFY:2001	Activities for Year : 4 FFY Grant: 2004 PHA FY: 7/1 – 6/30		Activities for Year: 4 FFY Grant: 2004 PHA FY: 7/1 – 6/30	
	<u>WV15-P004-001-Washington Square</u>		<u>WV15-P004-005 – Riverview East</u>	
See	Site Improvements (Landscaping) – FA	1,000.00	Site Improvements (Landscaping) – FA	500.00
Annual	Replace Hot Water Tanks	13,000.00	Upgrade Elevator (New Controls)	60,000.00
Statement	Stoves – FA	25,607.00	Smoke Detectors	10,000.00
	Smoke Detectors	500.00	Non-Dwelling Equipment	300.00
	Non-Dwelling Equipment	500.00	Wallpaper (2 nd Floor on up)	12,000.00
			Trash Compactors	11,800.00
	<u>WV15-P004-002 – Northcott Court</u>			
	Site Improvements (Landscaping) – FA	1,000.00	<u>WV15-P004-006 – Madison Manor</u>	
	Replace Hot Water Tank	13,000.00	Site Improvements (landscaping) – FA	500.00
	Refrigerators – FA	49,000.00	Non-Dwelling Equipment	300.00
	Non-Dwelling Equipment	500.00	Trash Compactors	11,800.00
	Smoke Heads	500.00		
			<u>WV15-P004-008 – W.K. Elliott Apts.</u>	
	<u>WV15-P004-003 – Marcum Terrace</u>		Site Improvements (Landscaping) – FA	500.00
	Site Improvements (Landscaping) – FA	5,000.00	Hot Water Tanks	1,000.00
	Hot Water Tanks	13,000.00	Smoke Detectors	1,200.00
	Non-Dwelling Equipment	1,000.00	Non-Dwelling Equipment	300.00
	Smoke Detector	500.00		
	Kitchen Cabinets – FA	97,676.00	<u>WV15-P004-09 – Trowbridge Manor</u>	
	Upgrade Water Lines – FA	9,200.00	Site Improvements (Landscaping) – FA	500.00
	Resurface Road – McDermot	12,000.00	Trash Compactor	11,800.00
	Heat Risers	92,500.00	Non-Dwelling Equipment	300.00
	Non-Dwelling Equipment	199,609.00		
			<u>WV15-P004-010 – Acquisition Homes</u>	
	<u>WV15-P004-004 – Fairfield Towers</u>		Site Improvements (Landscaping) – FA	1,000.00
	Site Improvements (Landscaping) – FA	500.00	Smoke Detectors	100.00
	Emergency Generator	26,000.00		
	Trash Compactor	11,400.00		
	Interior/Exterior Door Hardware	26,000.00		

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

Activities for Year 1 FFY:2001	Activities for Year : 5 FFY Grant: 2005 PHA FY: 7/1 – 6/30		Activities for Year: 5 FFY Grant: 2005 PHA FY: 7/1 – 6/30	
	<u>WV15-P004-001-Washington Square</u>		<u>WV15-P004-005 – Riverview East</u>	
See	Site Improvements (Landscaping) – FA	1,000.00	Site Improvements (Landscaping) – FA	500.00
Annual	Security Cameras	6,400.00	Smoke Detectors	1,000.00
Statement	Smoke Detectors	500.00	Security Cameras	11,000.00
	Hot Water Tanks – FA	4,800.00		
	Closet Doors - FA	40,440.00	<u>WV15-P004-006 – Madison Manor</u>	
			Site Improvements (Landscaping) – FA	500.00
	<u>WV15-P004-002 – Northcott Court</u>		Smoke Detectors	900.00
	Site Improvements (Landscaping) – FA	1,000.00	Security Cameras	11,000.00
	Soil Stack – FA	32,000.00	Lobby Furniture	6,000.00
	Smoke Detectors	500.00	Wallpaper Common Area	12,000.00
	Closet Doors – FA	66,220.00		
	Roof Replacement	750.00	<u>WV15-P004-008 – W.K. Elliott Apts.</u>	
	Security Cameras	6,400.00	Site Improvements (Landscaping) – FA	500.00
			Interior/Exterior Renovations	8,000.00
	<u>WV15-P004-003 – Marcum Terrace</u>		Smoke Detectors	100.00
	Site Improvements (Landscaping) – FA	2,000.00		
	Security Cameras	6,400.00	<u>WV15-P004-009 – Trowbridge Manor</u>	
	Hot Water Tanks	10,000.00	Site Improvements (Landscaping) – FA	500.00
	Smoke Detectors	500.00	Security Cameras	11,000.00
	Boiler	10,000.00	Smoke Detectors	900.00
			Lobby Furniture	6,000.00
	<u>WV15-P004-004 – Fairfield Towers</u>		Enlarge Community Room	100,431.00
	Site Improvements (Landscaping) – FA	500.00		
	Floor Tile Replacement	59,966.00	<u>WV15-P004-010 – Acquisition Homes</u>	
	Elevator Upgrade	60,000.00	Site Improvements (Landscaping) – FA	500.00
	Security Cameras	11,000.00	Interior/Exterior Renovations – FA	40,000.00
	Smoke Detectors	500.00	Smoke Detectors	100.00

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 - Page One**
- 2. PHDEP Plan Goals/Budget - Pages Two - Five**
- 3. Milestones - Page Six**
- 4. Certifications - Page Six**

Section 1: General Information/History

- A. Amount of PHDEP Grant: \$ 229,722**
- B. Eligibility type (Indicate with an “x”) N1_____ N2_____ R_____ X_____**
- C. FFY in which funding is requested - 2001/02**
- 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 Huntington WV Housing Authority’s (HHA) PHDEP Plan, an 18-month continuation program that begins December 2001, features family-site drug prevention programming via learning centers for youth and adults with the purchase of new computers, after-school tutoring, leadership classes, boy and girl scouts, and youth sports services. The PHDEP Plan includes primary emphasis in reducing crime by in-creasing security and drug prevention measures in and around all Public Housing communities. The intervention component features case management assistance for residents. The HHA has 935 Public Housing apartments.

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	Total # of Units within	Total Population to
--------------------	-------------------------	---------------------

(Name of development(s) or site)	the PHDEP Target Area(s)	be Served within the PHDEP Target Area(s)
Washington Square	80	205
Northcott Court	126	315
Marcum Terrace	275	688
W. K. Elliott Apartments	66	165
Scattered-Site Acquisition Homes	14	35
Carter G. Woodson Apartments	20	50
Fairfield Tower	100	140
Riverview East	70	105
Madison Manor	105	157
Trowbridge Manor	85	127

F. Duration of Program

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

6 Months _____ 12 Months _____ 18 Months X 24 Months _____ Other _____

G. PHDEP Program History

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

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	\$ 250,000	WV15DEP0040195	-0-	None	Completed
FY 1996					
FY 1997	293,700	WV15DEP0040197	-0-	One	Completed
FY1998					
FY 1999	209,163	WV15DEP0040199	-0-	None	12/09/00
FY2000	217,991	WV15DEP0040100	-0-	None	03/06/02

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 Huntington WV Housing Authority will continue the implementation of a drug prevention program in Public Housing that serves to educate residents about the negative effects of drug use and abuse by: (1) increasing effective security measures in and around Public Housing communities, (2) continuing the services of learning centers (includes the replacement of outdated computer systems) and the agency's Youth Sports Program, (3) offering intervention (case management) assistance that reduce drug use and minimize family dysfunction, (4) providing physical improvements that reduce the opportunity for illegal drug use in Public Housing, (5) providing job training support, and (6) providing prevention programming for youth and adults that involve supportive services of the local community. Local resources and collaborations include networking with such primary partners as: the City of Huntington, City Police Department (security), St. John's Episcopal Church (tutoring), WV Extension Service (counseling and group leadership), Prestera Center For Mental Health Services (parenting and counseling), and the YMCA, Boy & Girl Scouts, and Martial Arts (leadership and recreation). Monthly progress reports are submitted to agency executives, Resident Advisory Board members, and staff to measure the effectiveness of the program. The Director of Management assists in evaluating the effectiveness of the PHDEP Plan and services.

B. PHDEP Budget Summary

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

FY_2001___ PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	\$ 0.00
9120 - Security Personnel	68,431.00
9130 - Employment of Investigators	0.00
9140 - Voluntary Tenant Patrol	0.00
9150 - Physical Improvements	0.00
9160 - Drug Prevention	131,046.00
9170 - Drug Intervention	30,245.00
9180 - Drug Treatment	0.00
9190 - Other Program Costs	0.00
TOTAL PHDEP FUNDING	\$ 229,722.00

C. PHDEP Plan Goals and Activities

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

9110 - Reimbursement of Law Enforcement					Total PHDEP Funding: \$ 0.00		
Goal(s) <i>N/A</i>							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9120 - Security Personnel					Total PHDEP Funding: \$ 68,431.00		
Goal(s) <i>Reduce crime by increasing security measures in and around Public Housing communities.</i>							
Objectives <i>Employ six part-time security staff to provide after-hour/weekend security services for the agency.</i>							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Patrol, bike, walk through all Public Housing communities			12/01	11/30/02	\$54,359	\$40,000 Capital Funds	Reduction by 10% over year 2000 stats the illegal Pub. Hsg. activity
2. Monitor surveillance equipment/foot traffic			12/01	11/30/02	11,181	-0-	Ten Public Housing communities shall be monitored daily for illegal acts
3. Maintain PHDEP Hot-			12/01	11/30/02	2,891	-0-	Monitor incoming calls

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Install new doors within two P.H. communities			1/02	4/02	-0-	\$50,800 from Capital Funds	Reduce likelihood of illegal activities or intruders in P.H. apartments
2. Purchase 2 security cameras for Northcott Court			9/01	11/30/02	-0-	\$9,000 from Capital Funds	Increase surveillance activities to reduce illegal acts in P. H. community
3. Install new door card system			10/01	11/30/02	-0-	\$2,000 from Capital Funds	Two P.H. communities will receive new doors & locks to increase security

9160 - Drug Prevention					Total PHDEP Funding: \$ 119,315		
Goal(s)	<i>Implement a prevention program that aids in reducing the number of persons who use drugs.</i>						
Objectives	Continue the employment of PHDEP Coordinator, Clerk, and part-time Teachers						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Issue monthly newsletter	2,300	Teens/adults	12/01	11/02	\$ 4,000	-0-	100% of residents will receive drug prev. data
2. Sponsor learning centers and tutoring program for youth and adults; enhance computer learning.	750	Ages 3-18	12/01	11/02	40,000	-0-	70% of youth/adults will receive opportunities to improve educational skill levels
3. Provide a variety of prevention activities & collaborate for support services	1,500	Ages 6-50	12/01	11/02	75,315	-0-	Increase PHDEP resident services involvement by 20% over last year.

9170 - Drug Intervention					Total PHDEP Funding: \$ 30,245		
Goal(s)	<i>Increase the number of persons who stop using/abusing drugs.</i>						
Objectives	Employ PHDEP Social Worker						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Provide GED instruction	30-40	Teens/adults	12/01	11/02	-0-	\$ 1,000	25-35 will test for GED
2. Implement RAP (Resident Assistance Program)	400-475	Teens/families	12/01	11/02	\$30,245	-0-	75% of families will receive supportive services that reduce criminal acts
3. Provide Job Training Services & Programs	60 a yr.	Teens/adults	12/01	11/02	-0-	200,000 in Capital Funds	70% of OJT participants will complete course requirements & gain a job.

9180 - Drug Treatment					Total PHDEP Funding: \$ 0.00		
Goal(s) N/A							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs					Total PHDEP Funds: \$ 0.00		
Goal(s) N/A							
Objectives							
Proposed Activities	# of	Target	Start	Expected	PHDEP	Other	Performance Indicators

	Person s Served	Population	Date	Complete Date	Funding	Funding (Amount /Source)
1.						
2.						
3.						

Section 3: Expenditure/Obligation Milestones

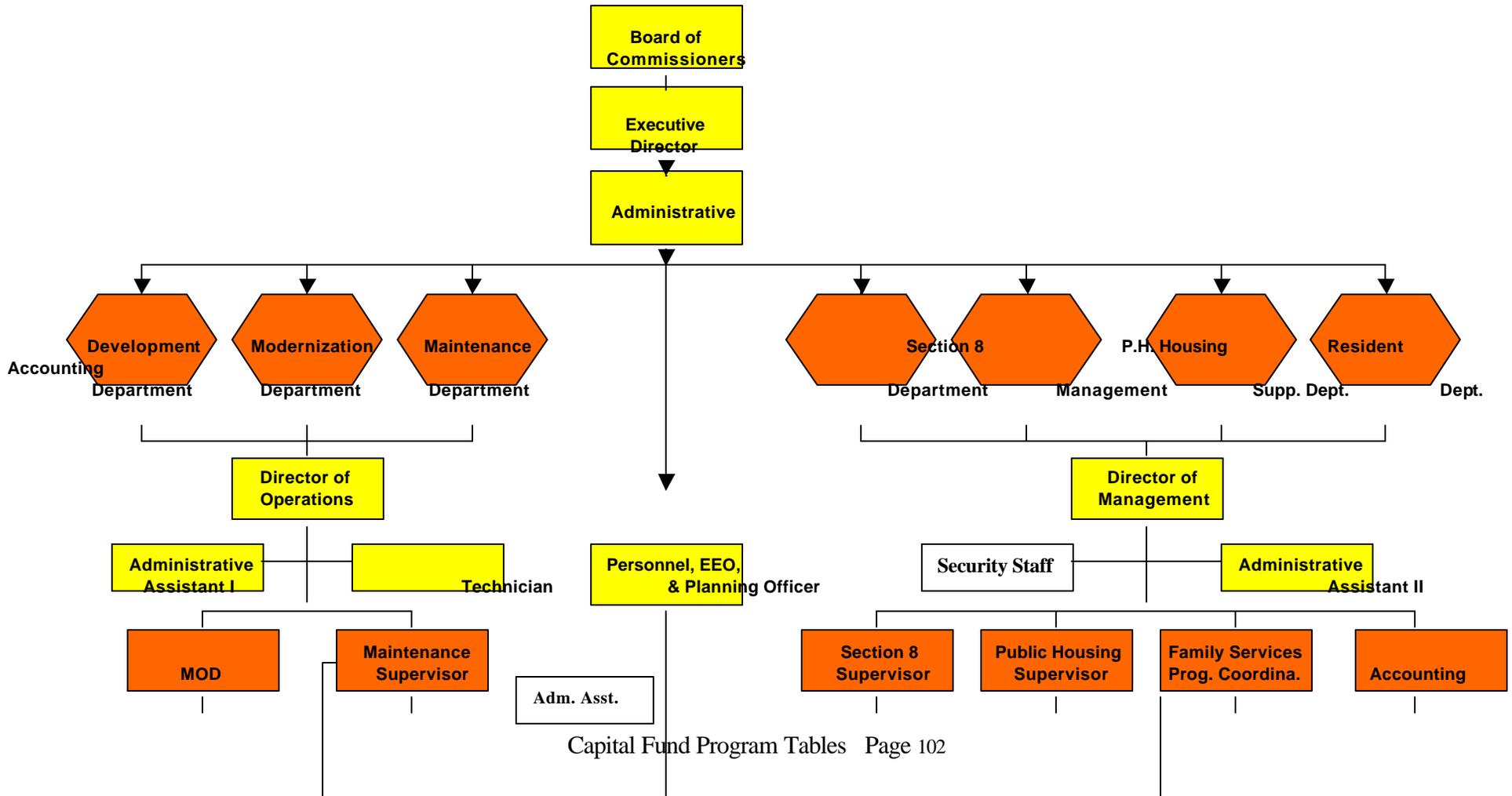
Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110				
9120	Activities 1, 2, 3	100%	Activities 1-3	\$ 68,431
9130				
9140				
9150				
9160	Activities 1, 2	100%	Activities 1-3	131,046
9170	Activities 1-3	100%	Activities 1-3	30,245
9180				
9190				
TOTAL		\$		\$ 229,722

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.”

HUNTINGTON WV HOUSING AUTHORITY ORGANIZATIONAL CHART (Effective 7/1/2001)



Acct. I

