

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

Small PHA Plan Update
Annual Plan for Fiscal Year: 10/01/01 through 9/30/02
BENWOOD HOUSING AUTHORITY

WV014v03

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

PHA Plan Agency Identification

PHA Name: BENWOOD HOUSING AUTHORITY

PHA Number: WV014

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

PHA Plan Contact Information:

Name: CINDY L. TRIBETT, EXECUTIVE DIRECTOR

Phone: 304-233-0830

TDD:

Email (if available): benwoodwv@aol.com

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

- Main administrative office of the PHA
- PHA development management offices
- Main administrative office of the local, county or State government
- 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)

PHA Programs Administered:

X Public Housing and Section 8 Section 8 Only Public Housing Only

**Annual PHA Plan
Fiscal Year 2001**

[24 CFR Part 903.7]

i. Table of Contents

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

Contents	<u>Page #</u>
Annual Plan	
i. Executive Summary (optional)	4
ii. Annual Plan Information	4
iii. Table of Contents	3
1. Description of Policy and Program Changes for the Upcoming Fiscal Year	4
2. Capital Improvement Needs	4
3. Demolition and Disposition	5
4. Homeownership: Voucher Homeownership Program	6
5. Crime and Safety: PHDEP Plan	7
6. Other Information:	
A. Resident Advisory Board Consultation Process	7
B. Statement of Consistency with Consolidated Plan	8
C. Criteria for Substantial Deviations and Significant Amendments	9
Attachments	
<input type="checkbox"/> Attachment A : Supporting Documents Available for Review	9
X Attachment WV014av03: Capital Fund Program Annual Statement	15
X Attachment WV014bv03: Capital Fund Program 5 Year Action Plan	20
<input type="checkbox"/> Attachment __: Capital Fund Program Replacement Housing Factor Annual Statement	
X Attachment WV014cv03: Public Housing Drug Elimination Program (PHDEP) Plan	23
X Attachment WV014dv03: Resident Membership on PHA Board or Governing Body	32
X Attachment WV014ev03: Membership of Resident Advisory Board or Boards	33

X	Attachment WV014fv03: Comments of Resident Advisory Board or Boards & Explanation of PHA Response (must be attached if not included in PHA)	33
X	Other (List below, providing each attachment name)	
	CAPITAL FUND PORGRAM TABLES WV014gv03	34

ii. Executive Summary

[24 CFR Part 903.7 9 (r)]

The Annual Plan is consistant with last years plan except for deconcentration which is exempt. The Benwood Housing Authority operates fewer than 100 public housing units in its developments. The revised Five (5) Year Capital Fund and Annual Capital Fund is included with the new plan and also the PHDEP Plan for the coming year.

1. Summary of Policy or Program Changes for the Upcoming Year

The Benwood Housing Authority is exempt from the Deconcentration and Income Mixing requirements. The Public Housing developments operated by the Benwood Housing Authority has fewer than 100 public housing units.

The Benwood Housing Authority has drafted a new pet policy to be effective 10/1/01. There was a Public hearing held on June 22, 2001. The Board of Commissioners approved the new Pet Policy on June 27, 2001. The pet policy was submitted to HUD for approval on June 28, 2001.

2. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

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

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$
208,800

C. X Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

(1) Capital Fund Program 5-Year Action Plan

The Capital Fund Program 5-Year Action Plan is provided as Attachment WV014bv03

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment WV014av03

3. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability: 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 next component ; if “yes”, complete one activity description for each development.)

2. Activity Description

Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)
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. Relocation resources (select all that apply) <input type="checkbox"/> Section 8 for units <input type="checkbox"/> Public housing for units <input type="checkbox"/> Preference for admission to other public housing or section 8 <input type="checkbox"/> Other housing for units (describe below)
8. Timeline for activity: a. Actual or projected start date of activity: b. Actual or projected start date of relocation activities: c. Projected end date of activity:

4. Voucher Homeownership Program

[24 CFR Part 903.7 9 (k)]

A. Yes X 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 next component; if “yes”, describe each program using the table below (copy and complete questions for each program identified.)

B. Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- Establishing a minimum homeowner downpayment requirement of at least 3 percent and requiring that at least 1 percent of the downpayment comes from the family’s resources

- Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

5. Safety and Crime Prevention: PHDEP Plan

[24 CFR Part 903.7 (m)]

Exemptions Section 8 Only PHAs may skip to the next component PHAs eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- A. X Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- B. What is the amount of the PHA’s estimated or actual (if known) PHDEP grant for the upcoming year? \$ 30,220
- C. X Yes No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.
- D. X Yes No: The PHDEP Plan is attached at Attachment WV014cv03

6. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board (RAB) Recommendations and PHA Response

- 1. X Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
- 2. If yes, the comments are Attached at Attachment (File name) WV014fv03

3. In what manner did the PHA address those comments? (select all that apply)

The PHA changed portions of the PHA Plan in response to comments
A list of these changes is included

Yes No: below or

Yes No: at the end of the RAB Comments in Attachment _____.

X Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the at the end of the RAB Comments in Attachment WV014fv03

Other: (list below)

B. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)

STATE OF WV CONSOLIDATED DEVELOPMENT PLAN 1995-1999

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

The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

X The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan.
(list such initiatives below)

Other: (list below)

3. PHA Requests for support from the Consolidated Plan Agency

Yes X No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)
 The Director of Community Development certified that the PHA Plan was consistent with the WV Consolidated Plan.

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

A. Substantial Deviation from the 5-year Plan:

A measurable action to move in the opposite direction of the Goals and Objectives of the 5 Year Plan must be reviewed and approved by the Executive Director and the Board of Commissioners. If approved then submitted to HUD.

There have been changes made to the Capital Fund Program. The amount of funding was increased. There are also changes to the dollar amounts per line item.

B. Significant Amendment or Modification to the Annual Plan:

A change in policy or activity that would have a measurable affect on the contents of the Annual plan. A measurable affect would include any changes to rent or admissions policies or the organization of the waiting list. Also included would be any additions of new activities not included in the current PHDEP Plan. Included for the Capital Funds Program would be any budget revisions necessary for any changes in the annual plan.

Attachment A

Supporting Documents Available for Review

PHAs are to 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	Related Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers in Public Housing <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	Schedule of flat rents offered at each public housing development X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies X check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any required policies governing any Section 8 special housing types X check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
X	PHDEP-related documentation: <ul style="list-style-type: none"> · Baseline law enforcement services for public housing developments assisted under the PHDEP plan; · Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15); · Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; · Coordination with other law enforcement efforts; · Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and · All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan. 	Annual Plan: Safety and Crime Prevention
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) X check here if included in the public housing A & O Policy	Pet Policy

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

Annual Statement/Performance and Evaluation Report ATTACHMENTWV014av03					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: BENWOOD HOUSING AUTHORITY		Grant Type and Number Capital Fund Program: WV15P01450101 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant:
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)			
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$16,968			
3	1408 Management Improvements				
4	1410 Administration	\$ 1,000			
5	1411 Audit				
6	1415 liquidated Damages				

**Annual Statement/Performance and Evaluation Report ATTACHMENTWV014av03
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name: BENWOOD HOUSING AUTHORITY		Grant Type and Number Capital Fund Program: WV15P01450101 Capital Fund Program Replacement Housing Factor Grant No:		Federal FY of Grant:	
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:)	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
7	1430 Fees and Costs	\$17,348			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$173,484			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	\$208,800			
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 Compliance	0			
23	Amount of line 20 Related to Security	0			
24	Amount of line 20 Related to Energy Conservation Measures	0			

Annual Statement/Performance and Evaluation Report ATTACHMENT WV014av03 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: BENWOOD HOUSING AUTHORITY		Grant Type and Number Capital Fund Program #: WV15P01450101 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	

Capital Fund Program 5-Year Action Plan ATTACHMENT WV014bv03

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

CFP 5-Year Action Plan		
<input type="checkbox"/> Original statement <input checked="" type="checkbox"/> Revised statement		
Development Number	Development Name (or indicate PHA wide)	
WV014-1	GATEWAY APARTMENTS	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
REPLACE SIDING ON 13 DWELLING BUILDINGS	\$145,692	10/01/2002
REPLACE BATHROOM FLOORS IN 61 UNITS	\$ 33,548	10/01/2003
ADD CEILING LIGHTS IN LIVING ROOM AND BEDROOMS 168 LIGHTS	\$ 37,275	10/01/2003
WHOLE HOUSE AIR CONDITINING AND NEW FURNACE UNITS FOR EIGHT (8) HOUSING UNITS	\$ 26,259	10/01/2005
Total estimated cost over next 5 years	\$242,774	

CFP 5-Year Action Plan		
<input type="checkbox"/> Original statement <input checked="" type="checkbox"/> Revised statement		
Development Number	Development Name (or indicate PHA wide)	
WV014-2	MARWOOD APARTMENTS	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
CARPET 27 UNITS AT MARWOOD HIGHRISE AND COMMON AREAS	\$37,808	10/01/2002
REPLACE SIDING ON EIGHT (8) DWELLING BUILDINGS		
REPLACE BATHROOM FLOORS IN 35 UNITS	\$95,957	10/01/2003
ADD CEILING LIGHTS IN LIVINGROOM AND BEDROOMS FOUR (4) LIGHTS	\$16,774	10/01/2003
	\$905	10/01/2003
CONVERT SIX EFFICIENCY APARTMENTS TO THREE ONE BEDROOM APARTMENTS IN MARWOOD HIGHRISE	\$160,815	10/01/2004
ADD FRONT PORCH TO 35 UNITS	\$62,835	10/10/2005
Total estimated cost over next 5 years	\$375,094	

CFP 5-Year Action Plan		
<input type="checkbox"/> Original statement <input checked="" type="checkbox"/> Revised statement		
Development Number	Development Name (or indicate PHA wide)	
HA WIDE	PUBLIC HOUSING AUTHORITY WIDE	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
ADVERTISE FOR A/E & COMPETITIVE BIDS	\$1,000	10/01/2002
A/E FEES-PROFESSIONAL SERVICES	\$18,350	10/01/2002
TRANSFER FUNDS TO PHA'S OPERATIONS	\$5,950	10/01/2002
ADVERTISE FOR A/E & COMPETITIVE BIDS	\$1,000	10/01/2003
A/E FEES-PROFESSIONAL SERVICES	\$18,446	10/01/2003
TRANSFER FUNDS TO PHA'S OPERATIONS	\$4,895	10/01/2003
ADVERTISE FOR A/E & COMPETITIVE BIDS	\$1,000	10/01/2004
A/E FEES-PROFESSIONAL SERVICES	\$16,082	10/01/2004
TRANSFER FUNDS TO PHA'S OPERATIONS	\$30,903	10/01/2004
ADVERTISE FOR A/E & COMPETITIVE BIDS	\$1,000	10/01/2005
A/E FEES-PROFESSIONAL SERVICES	\$8,909	10/01/2005
TRANSFER FUNDS TO PHA'S OPERATIONS	\$79,797	10/01/2005
NEW PASSENGER VAN FOR RESIDENTS SERVICES TO REPLACE 1987 DODGE VAN	\$30,000	10/01/2005
Total estimated cost over next 5 years	\$217,332	

PHA Public Housing Drug Elimination Program Plan

ATTACHMENT WV014cv03

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

Section 1: General Information/History

- A. Amount of PHDEP Grant \$** 30,220
- B. Eligibility type (Indicate with an "x")** N1 _____ N2 _____ R X _____
- C. FFY in which funding is requested** 2001 _____

D. Executive Summary of Annual PHDEP Plan

The Benwood Housing Authority PHDEP Program will use police patrol, tenant patrol and prevention programs to reduce/eliminate drug-related crime. Youth programs will provide an alternative to drugs and drug related crimes for our public housing youth and a Computer Training Center will also be utilized as a drug prevention activity that will provide residents with employment training.

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. Unit count information should be consistent with that available in PIC.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
MARWOOD APARTMENTS	62	129
GATEWAY APARTMENTS	61	128

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).

12 Months X 18 Months _____ 24 Months _____

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. The Fund Balances should reflect the balance as of Date of Submission of the PHDEP Plan. The Grant Term End Date should include any HUD-approved extensions or waivers. 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	Grant Start Date	Grant Term End Date
FY 1995						
FY 1996	\$92,000	WV15DEP0140196	0	EXTENSIO	11/30/1996	5/30/1999
FY 1997	COMBINED WITH 1996 GRANT					
FY1998						
FY 1999	\$52,053	WV15DEP0140199	0		12/10/1999	12/09/2000
FY 2000	\$28,194	WV15DEP0140100	\$14,096.87		11/01/00	10/31/01

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

The ultimate goal of our drug elimination program is to reduce drug-related crime in and around our neighborhood. In doing so, we hope to increase the quality of life for residence in our community. We will contract with local police departments for off-duty officers to patrol our housing communities. We have formed a tenant patrol to help with the safety of our residents. The PHDEP Coordinator will directly provide educational outreach services designed to distribute substance/drug education information. The PHDEP Coordinator will monitor the police patrol, tenant patrol, and all other programs. The Coordinator will also attend all resident council meetings to receive feedback from residents. Our annual PHDEP Evaluation will also assist us in modifying our goals & objectives to fit the needs of our community.

B. PHDEP Budget Summary

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

FFY 2001 PHDEP Budget Summary	
Original statement	
Revised statement dated:	
Budget Line Item	Total Funding
9110 – Reimbursement of Law Enforcement	\$8,320
9115 - Special Initiative	
9116 - Gun Buyback TA Match	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	\$300.00
9150 - Physical Improvements	
9160 - Drug Prevention	\$21,300
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	\$300.00
TOTAL PHDEP FUNDING	\$30,220

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: \$8,320
Goal(s)	To provide the residents extra Police Patrol to assist in preventing and stopping drug-related crimes.

Objectives	To improve relations within each community setting, trouble spots will be closely targeted, positive role models on-site and a reduction of criminal activity. With this strategy, problems will be dealt with more effectively and residents will be encouraged to take a stand against drugs.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDE P Funding	Other Funding (Amount/ Source)	Performance Indicators
1. Benwood Patrol			10/1/01	9/30/02	\$8,320		Monthly reports showing crimes and complaints for our communities. We anticipate a 20% reduction in crime throughout our grant year.
2.							
3.							

9115 - Special Initiative					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1.							
2.							
3.							

9116 - Gun Buyback TA Match					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators

1.							
2.							
3.							

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

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

3.							
----	--	--	--	--	--	--	--

9140 – Voluntary Tenant Patrol					Total PHDEP Funding: \$300.00		
Goal(s)		To reduce crime and vandalism and improve safety in the community.					
Objectives		To create awareness and visibility of our Community W.A.T.C.H. Program (Where All Tenants Care and Help). The W.A.T.C.H. Patrol will walk through the community and monitor all activities of the residents and any physical problems with the buildings and common areas.					
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. W.A.T.C.H. Cellular Telephone \$25 per month. For residents to be able to contact police if necessary.	257	ALL RESIDENTS	10/1/1	9/30/02	\$300.00		Weekly reports from W.A.T.C.H. volunteers to track crimes and complaints in community.
2.							
3.							

9150 - Physical Improvements					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							

3.

9160 - Drug Prevention					Total PHDEP Funding: \$21,300		
Goal(s)	Healthy activities and programs to give the residents alternatives to drugs and drug related crimes.						
Objectives	To provide the residents with programs that will enhance community life and provide them with information to help make the right choices when it comes to drugs and other crimes.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.PHDEP COORDINATOR	257	ALL RESIDENTS	10/1/1	9/30/02	\$18,288 Salary \$11,585 Benefits \$6,703		Measure the response and interaction with the residents. Measure the increase/decrease of the number of participants involved in the scheduled programs.
2.Recreational Drug Prevention Activities	20	Youth	10/1/1	9/30/02	\$3,012		Keeping track of the number of participants in the programs and following it increase/decrease.
3.							

9170 - Drug Intervention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

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

9190 - Other Program Costs					Total PHDEP Funds: \$300.00		
Goal(s)		To evaluate our programs by surveying the residents.					
Objectives		Receiving feedback from the residents so we can determine how well our programs are working and what other programs we need to apply.					
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Resident Survey			11/1/01	12/1/01	\$300.00		Determine the percentage of responses from our surveys and create programs to support any weak areas pointed out.
2.							

3.							
----	--	--	--	--	--	--	--

Required Attachment WV014dv03: Resident Member on the PHA Governing Board

1. X Yes No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board: Wilda Sullivan

B. How was the resident board member selected: (select one)?

- Elected
- x Appointed

C. The term of appointment is (include the date term expires): April 25, 1996 to April 25, 2004

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
- the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
- Other (explain):

B. Date of next term expiration of a governing board member:

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):

Required Attachment WV014ev03: Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

- JANICE COFFIELD 2106 MARSHALL ST. APT. Z-1, BENWOOD, WV
- TAMMY PASQUALLA 16 GATEWAY APT., BENWOOD, WV
- BARBARA PARKER 234 MCMECHEN MANOR, MCMECHEN, WV
- RICHARD NOBLE 211 MCMECHEN MANOR, MCMECHEN, WV

ATTACHMENT WV014fv03 COMMENTS FROM ADVISORY BOARD

The Advisory Board met on June 19, 2001 at 1:30 p.m. The Board reviewed the Annual Plan and all of the attachments. The Board felt that the Annual Plan for FY 2001 was consistent with last years plan. They all agreed that there is a great need for all items in the Capital Funds Five Year Plan. The Board was very upset and discussed the great loss that the Housing Authority would experience should the PHDEP Program not be funded next fiscal year. A discussion of deconcentration was held in great length. The Board was pleased that the Housing Authority was exempt from the deconcentration rule. The feelings were unanimous concerning the Housing Authority being so small and scattered through out the city that the rule would not benefit the Housing Authority.

CAPITAL FUND PROGRAM TABLES START HERE

ATTACHMENT WV014gv03

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: BENWOOD HOUSING AUTHORITY		Grant Type and Number CIAP WV15P014-910-99 Capital Fund Program Grant No: Replacement Housing Factor Grant No:		Federal FY of Grant: 1999	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$15,000		\$15,000	\$15,000
3	1408 Management Improvements Soft Costs	\$800		\$800	\$800
	Management Improvements Hard Costs				
4	1410 Administration	\$2,134		\$2,134	\$2,016
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$16,584		\$16,584	\$16,584
8	1440 Site Acquisition				
9	1450 Site Improvement	\$8,645		\$8,645	\$5,767
10	1460 Dwelling Structures	\$3,578		\$3,578	\$0
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	\$160,699		\$160,699	\$160,699
13	1475 Nondwelling Equipment	\$8,861		\$8,861	\$8,843
14	1485 Demolition				
15	1490 Replacement Reserve				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: BENWOOD HOUSING AUTHORITY		Grant Type and Number CIAP WV15P014-910-99 Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant: 1999
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
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.....)	\$216,301		\$216,301	\$209,709
	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				
	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: BENWOOD HOUSING AUTHORITY			Grant Type and Number CIAP WV15-P014-910-99 Capital Fund Program Grant No: 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
HA WIDE	ADMINISTRATION		1410.1		\$1,834		\$1,834	COMPLETE
HA WIDE	ADVERTISE		1410.19		\$300		\$182	OPEN
HA WIDE	PROFESSIONAL A/E		1430		\$16,584		\$16,584	COMPLETE
HA WIDE	OPERATIONS		1406		\$15,000		\$15,000	COMPLETE
HA WIDE	OFFICE EXTENSION		1470`		\$160,699		\$160,699	COMPLETE
HA WIDE	NONDWELLING EQUIPMENT		1475		\$8,861		\$8,843	OPEN
HA WIDE	OFFICE 2000 SOFTWARE		1408		\$800		\$800	COMPLETE
14-2	EMERGENCY LIGHTS		1460		\$3,578		\$0	OPEN
14-2	TRIM TREES		1450		\$3,826		\$2,206	OPEN
14-2	GRADING & DRAINAGE		1450		\$2,000		\$742	OPEN
14-1	TRIM TREES		1450		\$2,819		\$2,819	COMPLETE

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: BENWOOD HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: WV15P01450100 Replacement Housing Factor Grant No:		Federal FY of Grant: 2000	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending:3/31/2001 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$15,500		\$15,500	
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	\$1,200			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$17,160		\$17,160	\$2,400
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$171,600			
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				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary						
PHA Name: BENWOOD HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: WV15P01450100 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)						
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending:3/31/2001 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
18	1499 Development Activities					
19	1502 Contingency					
	Amount of Annual Grant: (sum of lines.....)	\$205,460		\$32,660	\$2,400	
	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					
	Collateralization Expenses or Debt Service					

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name BENWOOD HOUSING AUTHORITY		<input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revision No: 1			
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: 2001 PHA FY: 10/01/01	Work Statement for Year 3 FFY Grant: 2002 PHA FY:10/01/2002	Work Statement for Year 4 FFY Grant: 2003 PHA FY:10/01/2003	Work Statement for Year 5 FFY Grant: 2004 PHA FY:10/01/2004
HA WIDE	Annual Statement	\$15,316	\$25,300	\$24,341	\$47,985
WV 14-1		\$173,484	\$145,692	\$70,823	-
WV 14-2		--	\$37,808	\$113,636	\$160,815
Total CFP Funds (Est.)		\$208,800	\$208,800	\$208,800	\$208,800
Total Replacement Housing Factor Funds					

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

Activities for Year 1	Activities for Year : 2 FFY Grant: 2001 PHA FY: 10/01/2001		Activities for Year: 3 FFY Grant: 2002 PHA FY: 10/01/2002		
OPERATION	\$15,500	OPERATIONS	\$16,968	OPERATIONS	\$5,950
ADMINISTRATION	\$1,027	ADVERTISE	\$1,000	ADVERTISE	\$1,000
ADVERTISE	\$173	A/E	\$17,348	A/E	\$18,350
A/E	\$17,160	FURNACE A/C	\$173,484	REPLACE SIDING	\$145,692
FURNACE A/C	\$171,600			CARPET MARWOOD HIGHRISE	\$37,808

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

Activities for Year 1	Activities for Year : 4 FFY Grant: 2003 PHA FY: 10/01/2003		Activities for Year: 5 FFY Grant:2004 PHA FY:10/01/2004		
		OPERATIONS	\$4,895	OPERATIONS	\$30,903
		ADVERTISE	\$1,000	ADVERTISE	\$1,000
		A/E	\$18,446	A/E	\$16,082
		REPLACE SIDING	\$95,808	CONVERT SIX EFFICIENCY	\$160,815

				APARTMENTS TO THREE ONE BDRM		
		REPLACE BATHROOM FLOORS	\$50,322			
		ADD CEILING LIGHTS	\$38,180			