

Small PHA Plan Update
Annual Plan for Fiscal Year: **2002**

**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: The Housing Authority of the city of St. Charles

PHA Number: MO-006

PHA Fiscal Year Beginning: (01/01/02)

PHA Plan Contact Information:

Name: Pat Nissen

Phone: 636/946-6577

TDD: 636/946-6577

Email (if available): pat@stcha.org

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
- X 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)

- X 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

Fiscal Year 2002

[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)	
ii. Annual Plan Information	
iii. Table of Contents	Page 3
1. Description of Policy and Program Changes for the Upcoming Fiscal Year	Page 4
2. Capital Improvement Needs	Page 4
3. Demolition and Disposition	
4. Homeownership: Voucher Homeownership Program	Page 6
5. Crime and Safety: PHDEP Plan	Page 7
6. Other Information:	Page 7
7. Resident Advisory Board Consultation Process	Page 7
A. Statement of Consistency with Consolidated Plan	Page 8
B. Criteria for Substantial Deviations and Significant Amendments	
Page 9	
Attachments	
X Attachment A: Supporting Documents Available for Review	
X Attachment B: Capital Fund Program Annual Statement	
X Attachment C: Capital Fund Program 5 Year Action Plan	
<input type="checkbox"/> Attachment _: Capital Fund Program Replacement Housing Factor Annual Statement	
X Attachment D: Public Housing Drug Elimination Program (PHDEP) Plan	
X Attachment E: Resident Membership on PHA Board or Governing Body	
X Attachment F: Membership of Resident Advisory Board or Boards	
<input type="checkbox"/> Attachment _: Comments of Resident Advisory Board or Boards & Explanation of PHA Response (must be attached if not included in PHA Plan text)	
X Other (List below, providing each attachment name)	
Attachment G: Voluntary Conversion	

ii. Executive Summary

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

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

We have purchased a blighted property directly across from the current office with a portion of our reserves. We have requested a 2001 Capital Funding Budget Revision to demolish the structure, temporarily grade and landscape and to hire an architect to design a new office facility to accommodate the increasing staff needed for the operation of the additional programs taken on by this authority. In turn, the existing office will eventually become a Community Center to be used for our FSS Life Skills Group Meetings, Youth 4 Unity Meetings and Resident Meetings. We are currently conducting all of these meetings in our Board Room which was designed for 6 people. We also want to use a portion of the existing office for a laundry facility for our Public Housing Residents. Resolution #393 - Raised security deposits to \$100.00 per bedroom. Resolution #394 – Payment Standards for Section 8 raised to 110%. Resolution #397 – Changed weighting of preferences for admission. Raised utility allowances for Section 8 (averaged 40% per unit).

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:** 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? \$ 134,164.00

C. **X Yes** 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 "C"

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment "B"

3. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

1. **X 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. **X Yes** : 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
- X** 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
- X** Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

The St. Charles Housing Authority has established a working relationship with the Chase Manhattan Bank, Metro-Plex Group (realtors) and Eagle Eye Building Inspections prior to the development of the Section 8 Homeownership Program, and plan to network with additional organizations with relevant experience. The FSS Coordinator will be attending the NAHRO conference on Homeownership on October 5, 2001. Also during the month of October, alternative financing options will be developed to allow our resident s choices in obtaining a loan(s) such as Fannie Mae, FHA, etc. We will provide: orientation, workshop, one-on-one sessions, home shopping education, paperwork assistance, bank referrals, the closing of loan and post purchase education & delinquency intervention. In November 2001 the SCHA will begin recruitment and pre-registration.

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:** 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? \$ 25,000
- C. **X Yes** 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:** The PHDEP Plan is attached at Attachment "D"

6. Other Information

[24 CFR Part 903.7 9 (r)]

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

1. **X 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
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 _____.
- 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 _____.
- X** Other: (list below)

The residents have been asking for a Laundromat for many years. They agreed with the building of a new office across the street and in turn using the current office for their Community Center. I am told that years ago, they had a Community Center but it was made into the current office building.

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: **The City of St. Charles**

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 specific initiatives contained in the Consolidated Plan. (list such initiatives below)

The city of St Charles has an Historical Landmark Committee that must approve any structure to be demolished and/or built. The HA has consulted with this committee regarding the demolishing of the existing structure and development of a new office building.

Other: (list below)

3. PHA Requests for support from the Consolidated Plan Agency
X Yes : 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:

There are only two requests we have of the city

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

The city of St. Charles waives our Payment in Lieu of Taxes and has allowed the Section 8 Landlords serviced through this authority to be relieved of the new city rental dwelling inspection at the cost of \$50.00 per unit per year. The director went before the City Council requesting relief form this burden. It was the consensus of the Council Members that the HUD inspections are more stringent then the city inspections and therefore granted the request.

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

A. Substantial Deviation from the 5-year Plan:

No amendment to the five year plan.

A. Significant Amendment or Modification to the Annual Plan:

We have purchased a blighted property directly across from the current office with a portion of our reserves. We have requested a 2001 Capital Funding Budget Revision to demolish the structure, temporarily grade and landscape and to hire an architect to design a new office facility to accommodate the increasing staff needed for the operation of the additional programs taken on by this authority. In turn, the existing office will eventually become a Community Center to be used for our FSS Life Skills Group Meetings, Youth 4 Unity Meetings and Resident Meetings. We are currently conducting all of these meetings in our Board Room which was designed for 6 people. We also want to use a portion of the existing office for a laundry facility for our Public Housing Residents.

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
X	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
X	Any policy governing occupancy of Police Officers in Public Housing X 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 X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development 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

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
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
X	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
	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
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
X	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
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 (PHDEP) 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
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
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: the Housing Authority of the city of St. Charles	Grant Type and Number Capital Fund Program: MO 36P00650100 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
--	--	-------------------------------------

Original Annual Statement
 Performance and Evaluation Report for Period Ending: 06/30/01
 Reserve for Disasters/ Emergencies X Revised Annual Statement (revision no: 1)
 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	25,000	25,000	25,000	25,000
4	1410 Administration				
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	17,810	17,810	9,800	-0-
10	1460 Dwelling Structures	85,706	86,457	18,911.65	5,196.65
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	3,500	2,749	2,749	2,749
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)	132,016	132,016	56,460.65	32,945.65
21	Amount of line 20 Related to LBP Activities	-0-			
22	Amount of line 20 Related to Section 504 Compliance	-0-			

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

PHA Name: the Housing Authority of the city of St. Charles	Grant Type and Number Capital Fund Program: MO 36P00650100 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
--	--	-------------------------------------

Original Annual Statement
 Performance and Evaluation Report for Period Ending: 06/30/01
 Reserve for Disasters/ Emergencies X Revised Annual Statement (revision no: 1)
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
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
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: the Housing Authority of the city of St. Charles		Grant Type and Number Capital Fund Program Capital Fund Program : MO 36P 00650100 Replacement Housing Factor #:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA Wide	Replace Computers & Software	1408		25,000	25,000	25,000	25,000	Complete
	Tailgate Lift for Truck	1475		3,500	2,749	2,749	2,749	Complete
MO 006 001	Sewer Cleanouts	1450	10 units	8,010	8,010	-0-	-0-	
	Drain Control 1719-21 Randolph	1450	2 units	4,500	4,500	4,500	-0-	
	Drain Control 1709-13 Randolph	1450	2 units	2,700	2,700	2,700	-0-	
	Drain Control 1704-06 Gallaher	1450	2 units	700	700	700	-0-	
	Drain Control 1825-29 Randolph	1450	2 units	700	700	700	-0-	
	Exhaust Fan Installations	1460	48 units	28,800	35,549	-0-	-0-	
	Roofs	1460	2 buildings	12,000	12,000	5196.65	5,196.65	One completed
	Soffit and Facia	1460	4 buildings	14,703	14,703	-0-	-0-	
MO 006 002	Drain Control 1016-1024 Lindenwood	1450	3 units	1,200	1,200	1,200	-0-	
	Magic Glide Severe Use Closet Doors	1460	47 closet doors	20,295	20,297	13,715	-0-	
	Soffit & Facia	1460	1 building	3,908	3,908	-0-	-0-	
	Roof	1460	1 building	6,000	6,000	-0-	-0-	

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

PHA Name: the Housing Authority of the city of St. Charles	Grant Type and Number Capital Fund Program: MO 36P00650101 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
--	--	-------------------------------------

Original Annual Statement
 Performance and Evaluation Report for Period Ending: 06/30/01
 Reserve for Disasters/ Emergencies X Revised Annual Statement (revision no: 1)
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
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
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: the Housing Authority of the city of St. Charles	Grant Type and Number Capital Fund Program: MO 36P00650102 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
--	--	-------------------------------------

Original Annual Statement Reserve for Disasters/ Emergencies X Revised Annual Statement (revision no: 1)
 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	134,000			
3	1408 Management Improvements				
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				
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				

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

PHA Name: the Housing Authority of the city of St. Charles	Grant Type and Number Capital Fund Program: MO 36P00650102 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
--	--	-------------------------------------

Original Annual Statement Reserve for Disasters/ Emergencies X Revised Annual Statement (revision no: 1)
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19-0-	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	134,000			
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-			

Attachment “C”

Capital Fund Program 5-Year Action Plan

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 checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement		
Development Number PHA Wide	Development Name (or indicate PHA wide) PHA Wide	
001, 002, 006	The Housing Authority of the city of St. Charles	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Development of new office building -- Remodeling of existing office to Community Center and Laundry Facility The above actions will allow us to address the Communication, Safety and Neighborhood Appearance that we are lacking according to our thoroughly justified RASS.	350,000	01/01/02
Total estimated cost over next 5 years	350,000	

Required Attachment "F" : 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.)

Joann Rowland

Sonja Taylor

Ronda Ingram

ATTACHMENT "G"

VOLUNTARY CONVERSION ON PUBLIC HOUSING DEVELOPMENTS REQUIRED INITIAL ASSESSMENT HOUSING AUTHORITY OF THE CITY OF ST. CHARLES

As required by 24 CFR, part 972- Conversion of Public Housing to Tenant Based Assistance, the Housing Authority of the city of St. Charles has reviewed each of its developments and its operation, considering the implications of conversion and has concluded that conversion would be inappropriate because removal of the developments would not meet the necessary conditions for voluntary conversion.

1. Conversion would be more expensive than continuing to operate the developments as public housing.
2. Conversion would not benefit the current residents of public housing and surrounding community.
3. Conversion would adversely affect the availability of affordable housing in the city of St. Charles.

Development Number	Development Name	Exempted	Reason
001	Parkridge Apartments	X	See above & below
002	Parkridge Apartments	X	See above and below
006	Scattered Sites	X	See above and below

Conversion would eliminate the Capital Funding that is needed for improvements. Inability to make improvements would adversely affect the neighborhood. Our public housing is in far better repair than the private dwellings interspersed within our projects 001 & 002. Our scattered sites are new and re providing affordable housing to very low income families. Section 8 does not offer the same assistance now that the new Voucher system is in effect.

PHA Public Housing Drug Elimination Program Plan Attachment “D”

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 \$25,000

B. Eligibility type (Indicate with an “x”) N1 _____ N2 _____ R__X_____

C. FFY in which funding is requested 2001

D. Executive Summary of Annual PHDEP Plan

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

SCHA’s plan is a youth oriented Drug Prevention Plan designed to reduce/and or eliminate drug use and related criminal and violent activities in and and around the Public Housing neighborhoods. The Youth 4 Unity program replaces our prior club with a new agenda to educate our yourh groups (6-12 yrs. & 12-18 yrs.) about the dangers of drug use as well as related violent and criminal behavior. The plan is to provide healthy alternatives (sports, cultural arts, summer camps and special outings) to “hanging out” on the streets, fighting, defacing property, drinking, smoking cigarettes or marijuana/crack, and/or harassing neighbors. Our objective is to equip our youth with the necessary tools to become productive citizens in their community.

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)
Parkridge Apartments – MO006-001	48	6
Parkridge Apartments	10	5
Scattered Sites	12	4

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						
FY 1997						
FY1998						
FY 1999	25,000	MO36DEP0060199	-0-	-0-	01/01/00	07/31/01

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

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

SCHA’s short term goal is to reduce drug use by 25%. Our strategy is to teach the dangers of drugs and alcohol use and it’s consequences by educating our youth through means of drug educational videos, workbooks and motivational speakers that provide testimony to the consequences of drug involvement. We promote community service awareness by involving our youth in 2 community projects a year. They earn points by attending weekly meetings and completing drug education class work. These “earned” points can be cashed in for special outings, sports programs, summer camps and/or art/music/dance/voice lessons. Our plan is to encourage participation in youth activities and develop the individual’s interest and talents in cultural arts. We partner with area youth organizations to support our objectives and have developed cooperative agreements with the (1.) Boys & Girls Club to provide sports and recreational activities, (2.) with local music and dance companies to provide lessons (3.) a licensed professional counselor to provide assessments and referrals, (4.) and Bridgeway Counseling Services to provide drug/alcohol treatment. We monitor our success by weekly program reports, monthly financial reports , annual resident surveys and semi-annual submission. Our long term goal is to reduce drug use by 50%.

B. PHDEP Budget Summary

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

FFY _____ PHDEP Budget Summary	
Original statement	
Revised statement dated:	
Budget Line Item	Total Funding
9110 – Reimbursement of Law Enforcement	-0-
9115 - Special Initiative	-0-
9116 - Gun Buyback TA Match	-0-
9120 - Security Personnel	-0-
9130 - Employment of Investigators	-0-
9140 - Voluntary Tenant Patrol	-0-
9150 - Physical Improvements	-0-
9160 - Drug Prevention	24,500
9170 - Drug Intervention	500
9180 - Drug Treatment	
9190 - Other Program Costs	
TOTAL PHDEP FUNDING	25,000

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

9140 – Voluntary Tenant Patrol					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.							

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: \$
Goal(s)	Prevention of drug use among PH youth.	
Objectives	Provide healthy alternatives to replace drug use and related criminal activities.	
		24,500

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Maintain P/H PHDEP Staff	15	15	1/1/02	12/31/02	11,935.38		
2. Purchase drug educational materials/supplies and equipment	15	15	1/1/02	12/31/02	3,800.00		
3. Provide camp, activities, community projects and cultural art lessons.	15	15	1/1/02	12/31/02	8,764.62		

9170 - Drug Intervention					Total PHDEP Funding: \$500		
Goal(s)	Provide Intervention service for youth in crisis						
Objectives	Contract licensed professional counselor						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Provide counseling service	15	15	1/1/02	12/31/02	500.00		
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: \$		
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.							

Required Attachment "E" : Resident Member on the PHA Governing Board

1. **Yes** 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:

Renee Harvey

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

Elected

Appointed

C. The term of appointment is (include the date term expires): **4 Years – 12/31/03**

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: **12/31/04**

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

The Honorable Mayor Patti York

