

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

PHA Plans

5 Year Plan for Fiscal Years 2003 - 2007

Annual Plan for Fiscal Year 2003

Washington County Housing Authority
Washington, Pennsylvania

Stephen K. Hall
Executive Director

**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: Washington County Housing Authority

PHA Number: PA-17

PHA Fiscal Year Beginning: (mm/yyyy) 10/2002

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
 Washington County Housing Authority
 100 Crumrine Tower, Franklin Street
 Washington, PA 15301-6995
 Telephone 724-228-6060

PHA development management offices

PHA local offices

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2003 - 2007
[24 CFR Part 903.5]

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)
- ⓐ The mission of the Washington County Housing Authority is to develop, manage, and administer quality housing for low and moderate-income persons and to promote economic growth and quality living environments in our communities. We need to pursue this direction within the context of limited government resources by providing assistance to our clients (residents) that results in (1) leveraging HUD resources with those of the private sector and other public agencies, (2) efficient program administration, and (3) creative approaches to problem solving.

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.

- PHA Goal: Expand the supply of assisted housing
- Objectives:
- Apply for additional rental vouchers:
 - ⓐ The Housing Authority will apply for additional Section 8 vouchers based on demand and the Authority's eligibility to apply.

- Reduce public housing vacancies:
 - The Housing Authority will continue to attempt to reduce vacancies within the constraints of the existing housing market and current limited interest in Public Housing.

- Leverage private or other public funds to create additional housing opportunities:
 - The Housing Authority will research the possibility of creating private/public partnerships based upon demand.

- Acquire or build units or developments
 - As part of the Capital Fund annual allocation, beginning in 2001 the Housing Authority receives approx. \$22,000 to be used for replacement housing. The Housing Authority is committed to accumulating these funds, within regulatory limits, until such time as sufficient funds are available to initiate a replacement housing program.

- Other (list below)
 - The Washington County Housing Authority acknowledges the need to comply with HUD performance expectations. To this end a 5-Year goal of the Authority will be to adopt strategies to address operations within the Authority where performance results in low scores. The current emphasis will be based on strategies to increase Public Housing and Section 8 occupancy rates.

- PHA Goal: Improve the quality of assisted housing

Objectives:

 - Improve public housing management: (PHAS score) 79
 - The Housing Authority is committed to improving public housing management. The long-range goal of the PHA is to strive to increase the PHAS within the constraints of the current difficult housing market.

 - Improve voucher management: (SEMAP score) 63
 - Increase customer satisfaction:
 - By sustaining preventative and routine maintenance overall livability will be positively impacted. Renewed emphasis will be placed on addressing safety and neighborhood appearance.

 - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - The Housing Authority will continue its commitment to renovation, rehabilitation and modernization through implementation of the 5-Year

Capital Fund planning process and completion of Comprehensive Grant activities as scheduled.

- Demolish or dispose of obsolete public housing:
 - ① The Housing Authority believes that demolition and disposition activities are useful and effective tools to reduce density and overcrowding, eliminate dangerous conditions, and put vacant buildings to a better use. The Authority will continue to pursue demolition activities, principally in family developments, when necessary and warranted. Each Annual Plan will discuss demolition and/or disposition activities proposed or considered in the upcoming fiscal year (s).

- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

- PHA Goal: Increase assisted housing choices
Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
 - ① See comment below.

- Implement public housing or other homeownership programs:
 - ① The Authority will continue to research the possibility of developing a pilot Section 8 Homeownership Program starting with 5 or fewer homeownership opportunities. During FY2002 the Housing Authority developed a program outline detailing program participation.

- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)
 - ① The Washington County Housing Authority intends to pursue opportunities for enhancing upward mobility of residents and those on the assisted housing waiting list. For those in the Public Housing Program, the Authority will continue currently available measures such as instituting flat rents that encourage work and savings. The Authority will continue a pilot program for Public Housing residents interested and able to assume homeownership. A similar effort directed toward Section 8 residents has been initiated. Through these programs the Authority will pay closing costs up to \$1000 or provide a second mortgage to eligible tenants.

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

- PHA Goal: Provide an improved living environment
 - Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income development:
 - The Housing Authority's Deconcentration Policy was adopted on May 19, 1999. A revised Deconcentration Policy was developed and adopted in July 2001. As with the initial Policy the new Deconcentration Policy has identified specific steps that promote higher income families being placed in lower income developments. The Authority will annually reanalysis project income to determine if developments targeted for economic deconcentration should be changed.
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - The Deconcentration Policy identified above contains specific measures to ensure that lower income families will be placed in higher income developments.
 - Implement public housing security improvements:
 - See comment in "Other" below.
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - The Housing Authority will explore additional Transitional Housing opportunities with the County Redevelopment Authority through the disposition process. This goal was completed with the disposition of 2 buildings in Highland Terrace to be used as housing for the homeless. (Goal Accomplished)
 - Other: (list below)
 - The Housing Authority has established a long-range goal of enhancing the safety of residents in the public housing communities. Objectives will be to continue existing cooperative relationships and contracting with local police and PA Constables. Although this effort will be restricted with the 2002 defunding of the Public Housing Drug Elimination Program, the Authority will attempt to expand contractual relationships where possible to include additional communities and their local police departments and add additional constables when appropriate. Emphasis will be placed on developments where residents express a need for further police involvement.

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability.
 - Ⓞ Support and cooperate with employment agencies by making PHA facilities available to Job Training Partnership Act (JTPA) and other employment services organizations.
 - Ⓞ The Housing Authority's original objective of providing meaningful community service opportunities that will encourage full-time employment will be substantially reduced with the suspension of the requirement to perform Community Service.
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - Ⓞ The Housing Authority will continue all measures to insure access to assisted housing regardless of race. The Authority is not contemplating additional efforts in this regard since minorities and other target classes are not underrepresented in Authority units compared to the population as a whole.
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- Other: (list below)
 - Ⓞ The Housing Authority plans to promote greater resident involvement in matters that effect living conditions in our public housing communities

and Section 8 programs. To this end, the Authority has established a goal of working closely with organized Resident Councils and the Resident Advisory Boards to formulate policies and procedures that will benefit both the residents and the Housing Authority. To achieve this goal the Authority will periodically send a staff representative to scheduled Resident Council meetings, if approved by the residents and to the Resident Advisory Board meetings. Additionally, the PHA will encourage participation by the Resident Board member in matters affecting the residents that come before the Housing Authority Board.

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2003
 [24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

- A. Admissions Policy for Deconcentration
- FY 2003 Capital Fund Program Annual Statement (Attachment pa017a02)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- B. Implementation of Public Housing Resident Community Service Requirement
- C. Pet Policy
- D. PHA 5-Year Plan Progress Report
- E. Resident Member of the PHA Governing Board
- F. Membership of the Resident Advisory Board/s
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- H. Voluntary Conversions additional Questions and Certifications (also see page 38)
- I. PHA Response to Resident Survey.
- K. Section 8 Homeownership Capacity Statement

Optional Attachments:

- PHA Management Organizational Chart
- FY 2003 Capital Fund Program 5 Year Action Plan (Attachment pa017a02)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (See Attachment J)
- 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

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	eradication of pest infestation (including cockroach infestation)	
☞	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
☞	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
☞	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
☞	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
☞	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
☞	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
☞	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
☞	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
☞	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)	(specify as needed)

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	(list individually; use as many lines as necessary)	
☒	Policy on Administration of the Community Service Requirement	Required by Handbook 2000-43
☒	Full Pet Policy	Required by Handbook 2000-43
☒	Deconcentration of Poverty and Income Mixing-Income Analysis	Required by Handbook 2001-26
☒	Voluntary Conversion – Initial Assessment	Required by Handbook 2001-26

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	173	4	4	3	1	1	1
Income >30% but <=50% of AMI	49	3	3	3	1	1	1
Income >50% but <80% of AMI	40	2	2	2	1	1	1
Elderly	718	3	2	2	2	1	1
Families with Disabilities	110	n/a					
Race/Ethnicity (White)	843	3	n/a				
Race/Ethnicity (Black)	137	3	n/a				
Race/Ethnicity							
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s
Indicate year:
- 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)
 - ⇒ Pennsylvania State University Data Center.
 - ⇒ U.S. Census Data: small Income and Poverty Estimates.
 - ⇒ Washington County Housing Authority Waiting List

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 checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	274		108 (11%)
Extremely low income <=30% AMI	158	58	
Very low income (>30% but <=50% AMI)	87	31	
Low income (>50% but <80% AMI)	29	11	
Families with children	89	32	
Elderly families	69	25	
Families with	37	13	

Housing Needs of Families on the Waiting List			
Disabilities			
Race/ethnicity (White)	212	77	
Race/ethnicity (Black)	62	23	
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	181	67	
2 BR	63	23	
3 BR	24	8	
4 BR	6	2	
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	280		107 (14%)
Extremely low income <=30% AMI	31	11	
Very low income (>30% but <=50% AMI)	244	87	
Low income	5	2	

Housing Needs of Families on the Waiting List			
(>50% but <80% AMI)			
Families with children	177	63	
Elderly families	103	37	
Families with Disabilities	59	21	
Race/ethnicity (White)	217	77	
Race/ethnicity (Black)	62	22	
Race/ethnicity (Other)	1	1	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 2 months			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
 - ⇒ In 1999 the Housing Authority created the New Eagle Housing Development Corporation. This new Corporation, teamed with other housing providers, and using state tax credits and the Investment Partnerships Program (HOME) as the development vehicles, and Section 8 rental subsidy assistance, is committed to developing a 42 unit elderly complex in the Borough of New Eagle. Groundbreaking took place in April 2001. Construction proceeded into 2002, will occupancy beginning in May 2002. The facility is now under PHA management. (Goal Accomplished)
 - ⇒ The Housing Authority will continue to pursue the increase of additional elderly housing resources if/when viable opportunities develop. During the 2003 Plan Year the Housing Authority in cooperation with the Redevelopment Authority will examine the possibility of developing additional elderly units in Donora. A non-profit entity similar to the New Eagle model will be explored.

Other: (list below)

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)
 - ⇒ See Strategy 2 above concerning efforts of the Housing Authority through the New Eagle Housing Development Corporation (Goal Accomplished)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FFY 2002 grants)	\$6,752,919.00	Public Housing Operations, Capital Improvements, Safety, Security and Section 8 Operations.
a) Public Housing Operating Fund	1,800,000	
b) Public Housing Capital Fund	1,577,059	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	3,352,391	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and Self-Sufficiency Grants	0	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)	0	
Replacement Housing Grant	23,469	Replacement Housing
2. Prior Year Federal Grants (unobligated funds only) (list below)	\$594,284.00	
2001 Capital Fund	573,015	Public Housing Capital Improvements.
2001 Replacement Housing Grant	21,269	Replacement Housing
3. Public Housing Dwelling Rental Income	\$1,651,090.00	Public Housing Operations
4. Other income (list below)	\$66,000.00	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Vending	40,000	Public Housing Operation, and Capital Improvements
Public Housing Investments	26,000	Public Housing Operation, and Capital Improvements
4. Non-federal sources (list below)		
Total resources	\$9,064,2932.00	All Federally Assisted Public Housing and Section 8 Activities

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)
 - Other: (describe)
 - ⇒ Eligibility is initially determined at the time of a preliminary application. Following criminal, credit and landlord screening a full application is prepared. An interview conducted in generally in less than 30 days, and full eligibility for admission is determined.
- b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?
- Criminal or Drug-related activity
 - Rental history
 - Housekeeping
 - Other (describe)
 - ⇒ Credit check
- c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)
- Community-wide list
 - Sub-jurisdictional lists
 - ⇒ The Authority currently uses 5 sub-jurisdictional family waiting lists and 4 sub-jurisdictional elderly waiting lists.
 - Family Elderly

1. California
2. Washington/Canonsburg
3. Fredericktown
4. Donora
5. Monongahela

1. Washington
2. Bentleyville
3. California
4. North Charleroi

- Site-based waiting lists
 Other (describe)

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

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

⇒ Applications are available through Connect Inc., a non-profit emergency housing provider; The Washington Hospital and The Washington County Human Services Agency.

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

1. How many site-based waiting lists will the PHA operate in the coming year?0

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

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

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

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

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

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

Former Federal preferences:

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

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- 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)
- ⇒ 1 Victims of domestic violence
 - Substandard housing
 - Homelessness
 - High rent burden

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers

- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

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

- The PHA-resident lease
 The PHA's Admissions and (Continued) Occupancy policy
 PHA briefing seminars or written materials
 Other source (list)
⇒ Things You Should Know" booklet
⇒ Packet of information on lead based paint, housekeeping and rental payments
⇒ "Danger in the Home " booklet

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

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

(6) Deconcentration and Income Mixing

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

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

Deconcentration Policy for Covered Developments

Development Name	Number of Units tot./occ.	Explanation (if any)	Deconcentration policy
Valley View Terrace	109/77	127% of adj. average	Target lower income

⇒ The final rule to deconcentrate poverty in public housing was issued on December 22, 2000. This rule requires Housing Authorities to:

1. Survey all families residing in covered developments (this generally means family developments as opposed to elderly) to determine the average income of the tenants.
2. Determine the average income of all families residing in each separate development.
3. Finally, determine the established income range which is defined as those covered developments where the average income is between 85% and 115% (inclusive of those percentages) of the PHA wide averages for all covered developments.

The Washington County Housing Authority has performed the above calculations and determined the average income of tenants in all occupied family units is \$10,340. The established income range was determined to be between \$11,891.00 and \$8,789.00. In comparing the average incomes for each individual family development against the established income range only Valley View Terrace is above the established income range. No developments were below the established range.

⇒ No project designated higher income (at or above 115% of the EIR) is at or below the 30% of area median income. (24CFR Part 903 proposed).

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

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

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

⇒ Valley View Terrace - PA17-5

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

Other (list policies and developments targeted below)

d. 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)

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- 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
- List (any applicable) developments below:

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
- List (any applicable) developments below:
⇒ Valley View Terrace

B. Section 8

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

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)

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

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office
- Other (list below)
- ⇒ Application can be made at any public housing site office. Application forms can also be requested by phone or mail.

(3) Search Time

- a. Yes No: Does the PHA give extensions on standard 60-day period to search for a unit?
- ⇒ Although the Housing Authority currently gives one extension of 60 days, during FY2003 the Authority will explore the reduction of this time period to 30 days. Reduction of the search time is expected to increase occupancy.

If yes, state circumstances below:

- ⇒ Sickness and death in family, the Authority reviews all requests and makes decisions based on individual circumstances.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

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

Other preferences (select all that apply)

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

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

⇒ 1 Date and Time

Former Federal preferences

- 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)

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

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

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

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

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

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

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

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

⇒ The Housing Authority does not administer a Special Purpose Section 8 Assistance Program.

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

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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
- 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
 At family option
 Any time the family experiences an income increase
 Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
 Other (list below)
⇒ When the resident's income source changes.

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

(2) Flat Rents

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

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

⇒ To better understand the Flat Rent structure, following is the Flat Rent Schedule used by the Washington County Housing Authority.

WASHINGTON COUNTY HOUSING AUTHORITY

FLAT RENT SCHEDULE FOR PUBLIC HOUSING RENTALS

The Washington County Housing Authority has established the following Flat Rent schedule, by property and bedroom size, in accordance with HUD guidelines and based

upon a market analysis and comparability. The Flat Rents identified herein are effective October 1, 2000 and will continue in effect until the Washington County Housing Authority establishes revised amounts. In applicable properties, the figures listed have been reduced by a differential (utility allowance) for the tenant payment of utilities.

PROPERTY LOCATION	EFF.	1BR	2BR	3BR	4BR
Maple Terrace (17-1)	N/A	\$232+E	\$300+E	\$369+E	\$411+E
Lincoln Terrace (17-2)	N/A	\$233+E	\$301+E	\$370+E	N/A
Frederick Terrace (17-3)	N/A	\$243+E	\$282+E	\$333+E	\$371+E
Highland Terrace (17-4)	N/A	\$214+E	\$259+E	\$337+E	\$375+E
Valley View Terrace (17-5)	N/A	\$226+E	\$293+E	\$360+E	\$399+E
Crumrine Tower (17-8)	\$237	\$262	N/A	N/A	N/A
Jollick Manor (17-8)	N/A	\$262	\$337	\$413	\$458
Riverview Apartments (17-9)	N/A	\$284	N/A	N/A	N/A
California Terrace (17-9)	N/A	\$273+E	\$316+E	\$397+E	\$424+E
California Manor (17-10)	N/A	\$270+E	\$312+E	N/A	N/A
California Apartments (17-10)	N/A	\$270+E	\$312+E	N/A	N/A
Canonsburg Scat. Sites (17-12)	N/A	\$189+GEW	\$251+GEW	N/A	N/A
Highland Ave. Apts. (17-14)	N/A	N/A	N/A	\$333+GEW	N/A
Maple View Terrace (17-15)	N/A	\$173+GEW	\$231+GEW	N/A	N/A
Donora Scat. Sites (17-16)	N/A	\$168+GE	\$203+GE	N/A	N/A
Nathan Goff Jr. Apts. (17-17)	N/A	\$277+E	N/A	N/A	N/A
Monongahela Townhouses (17-19)	N/A	\$218+GEW	\$264+GEW	N/A	N/A
Bentley Tower (17-20)	N/A	\$248+E	N/A	N/A	N/A
Bassetstown Manor (17-21)	N/A	\$279+E	N/A	N/A	N/A

NOTE: The following codes pertain to the utilities paid by the tenant. Rents without codes include all utilities.

E: Electric paid by tenant G: Gas paid by tenant W: Water paid by tenant

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

⇒ The Housing Authority utilizes 3 separate payment standards, based on income, throughout the County. The low payment standard (90% of FMR) applies to the Coal Center Borough area, the high (110% of FMR) applies to the Peters Township, North Strabane Township and the Greenhills Borough areas, the remainder of the County falls within the 100% of FRM payment standard.

Above 100% but at or below 110% of FMR

Above 110% of FMR (if HUD approved; describe circumstances below)

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

FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area

The PHA has chosen to serve additional families by lowering the payment standard

Reflects market or submarket

Other (list below)

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

FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area

Reflects market or submarket

To increase housing options for families

Other (list below)

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

Annually

Other (list below)

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

Success rates of assisted families

Rent burdens of assisted families

Other (list below)

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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:
 - ⇒ The Authority is generally divided into five Departments; Public Housing Management, Public Housing Maintenance, Section 8, Accounting, and Purchasing. The five Department heads report directly to the Executive Director or Deputy Executive Director. The Executive Director is responsible to the appointed Board of Directors.

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	955	108
Section 8 Vouchers	880	107
Section 8 Certificates		
Section 8 Mod Rehab	8	1
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP) PHDEP not funded in FFY 2002		

Other Federal Programs(list individually)		

C. Management and Maintenance Policies

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

(1) Public Housing Maintenance and Management: (list below)

⇒ The 24 person Maintenance Division is under the overall supervision of a Superintendent who is responsible for the supervision of employees in receiving and completing work orders, annual inspections of the units, lawn care, snow removal and preventive maintenance functions. The Maintenance Division also provides inspection support to the Section 8 Office. All rules, standards and policies are maintained in the PHA’s main office, with specific instructions at the maintenance offices. These documents include:

- Washington County Housing Authority Personnel Policy
- Washington County PHA Maintenance Policies and Procedures Manual (located in all Field Maintenance Offices)
- PHA Housing Quality Standards
- Washington County Housing Authority Labor Management Agreement

⇒ Housing Authority Maintenance staff perform pest control. Annual and move-in move-out inspections will be continued. Spraying and fumigating is performed every 4 months or as needed. Termite spraying is performed by a private contractor on a complaint basis.

(2) Section 8 Management: (list below)

- Section 8 Administrative Plan
- Housing Quality Standards
- “A Good Place to Live” publication

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)
- PHA main administrative office
 - Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) pa017a02

-or-

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

⇒ The Housing Authority is reserving the right to use up to 20% of the Capital Fund for Operating Fund expenses as provided under Part 1, Section 9 of the U.S. Housing Act, as amended. (Section 519 (g) (1) of the QHWRA)

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)pa017a02

-or-

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

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
 - Revitalization Plan under development
 - Revitalization Plan submitted, pending approval
 - Revitalization Plan approved
 - Activities pursuant to an approved Revitalization Plan underway

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”,
- ⇒ During FY 2003 the Housing Authority will consider new demolition activities in Maple Terrace and Highland Terrace. In the case of Maple Terrace the demolition activity will be examined in an effort to support the parking needs of an adjacent Head Start Center. In Highland Terrace, demolition to remove a structurally unsafe building will be assessed.
 - ⇒ In addition the Authority will attempt to secure funding through the Hope VI program to demolish a flooded building in Frederick Terrace (HUD approved this demolition in Sept. 2001).
 - ⇒ Lastly, the Housing Authority is reserving its option to demolish units under the de minimus exception for demolition provided by the QHWRA.

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: Frederick Terrace 1b. Development (project) number: PA28017003
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: Application Approved <u>September 13, 2001</u>
5. Number of units affected: 6
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: The PHA will attempt to secure finding to undertake the demolition in FY2003. 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: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input 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

a. How many of the PHA’s developments are subject to the Required Initial Assessments? 11

b. How many of the PHA’ developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not generally occupancy projects)? 0

c. How many assessments were conducted for the PHA’s covered developments? 11

d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessment:

⇒ **No development was identified for conversion**

Development Name	Number of Units
------------------	-----------------

d. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments:

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

⇒ Although the Authority does not anticipate administering a Homeownership program as defined at 24 CFR Part 903.79(k), the Authority will continue a local pilot homeownership program as discussed in the 5-Year Plan.

B. Section 8 Tenant Based Assistance

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

2. Program Description:

⇒ The Housing Authority has initiated the Section 8 Homeownership Program through the preparation of a program outline. This outline includes discussions on: participation qualifications, time frame for utilization, portability, permitted ownership arrangements, contract for sale and inspection, financing, length and continuation of assistance, family obligations, assistance payments, lease to purchase and defaults. The program outline supports the Authority’s capacity to successfully operate a Section 8 homeownership program. The program will be implemented in the 4th quarter of FY2002 or the 1st quarter of FY2003.

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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.

⇒ Under section 12 of the U.S. Housing Act of 1937, as amended, every adult resident of public housing is required to perform 8 hours of community service each month, or participate in a self-sufficiency program for at least 8 hours each month or a combination of the two totaling 8 hours each month. This requirement does not apply to various exempt groups such as elderly persons, certain disabled individuals and others. Based upon this law the Housing Authority established and implemented a Community Service Program.

In December 2001, the Housing Authority was advised that according to the HUD 2002 appropriation Act, Section 432 “none of the funds made available by this Act may be used to implement or enforce the requirement ...relating to community service,”.....(except those living in Hope VI developments).

As a result of the defunding of the Housing Authority’s Community Service Program, the Authority notified the affected residents on December 12, 2001 that enforcement of the community service requirement has been suspended.

The suspension of the community service requirement will continue until further notice.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

⇒ The Housing Authority has an ongoing effective, informal relationship with the TANF Agency (PA Dept. of Public Welfare). The Authority has established a good working relationship with the TANF and regularly receives and provides information concerning residents with which both agencies have dealings.

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

Client referrals

⇒ If appropriate and requested, clients are referred to the TANF Agency at the time a housing application is received or at the time assistance is requested by the family from the TANF.

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
 - ⇒ The PHA has and will continue to serve as an intake and referral agency for all of the social services provided by the TANF Agency.

- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)
 - ⇒ The Supervisory Project Manager serves as a member of the Washington County Children and Youth Services Board and in this capacity provides TANF and related agencies with information on assistance provided by the Housing Authority.

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
 - ⇒ The Housing Authority no longer automatically increases tenant rents when an unemployed person gains employment or an employed resident receives an increase in income.

- 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

- 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.)

⇒ The Housing Authority has developed a Directory of Social Services available to Public Housing and Section 8 Residents. Emphasis has been placed on identifying providers within close proximity of PHA developments. This Directory is included as a Supporting Document Available for Review and is available, along with other documents identified, as being on view and related to this Plan. The following chart is a summary of the services contained in the Directory. The PHA serves in an intake and referral capacity for many of these programs. In some situations the residents are encouraged or feel more comfortable in dealing directly with the service provider.

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Addiction Recovery: drug and alcohol, eating, gambling, debt addiction, sexual addiction, tobacco.	varies	specific criteria/need	development Office/provider	both
Adult Education: basic reading and math, GED classes and testing, college prep.	varies	specific criteria/need	development office/provider	both
Aging Services: adult protective services, health insurance counseling, postal carrier alert, domiciliary care, family caregiver support, health promotion, legal services, respite care, senior employment, ombudsman, care management, home delivered meals, home support, personal care, attendant care, adult day care.	varies	specific criteria/need	development office/provider	both
Basic Subsistence Needs: cash assistance, medical assistance, energy assistance clothing, food, furniture, medical transportation.	varies	specific criteria/need	development office/provider	both
Consumer Services: consumer protection, charitable organizations, credit counseling.	varies	specific criteria/need	development office/provider	both
Dental Services: dental services for handicapped, homebound, terminally ill, general dental services, dental fears clinic, dental	varies	specific criteria/need	development office/provider	both

education.				
Disability Services: technology, employment training, life skills training, sheltered workshops, disability management, residential programs, social events, information, transportation, advocacy.	varies	specific criteria	development office/provider	both
Emergency Services: disaster, homelessness, housing, food, finances, shelter for victims of domestic violence	varies	specific criteria/need	development office/provider.	both
Independent Living Facilities: Apartments for elderly/disabled who meet HUD income guidelines, including PHA owned.	varies	specific criteria/need	development office/provider	both
Legal Related Services: legal advise and representation, crime victims and crime witness services, protection from abuse assistance.	varies	specific criteria/need	development office/provider	both
Libraries: availability to tenants	varies	all	development office/provider	both
Medical Services: medical service providers and resources, medical information, evaluation, referrals, support groups.	varies	need	development office/provider	both
Mental Health/Mental Retardation Services: service providers and resources, housing resources, support groups.	varies	need	development office/provider	both
Social, Recreational, Cultural, and Enrichment Services: companionship for the elderly, multi-cultural resources, social opportunities for handicapped, HIV social opportunities, transportation, social opportunities for recovering addicts,	varies	specific criteria/need	development office/provider	both
Transportation Services: air ambulance, medical, work related, elderly, handicapped transportation.	varies	need	development office/provider	both
Veterans Services: acute care, adult day care, mental health clinic, respite care, homeless chronically ill, domestic relations, Ex-POW, substance abuse treatment, disabled veterans, outreach, paralyzed veterans, financial assistance, support group, employment counseling, transportation.	varies	specific criteria	development office/provider	both

Volunteer Resources: senior volunteers, senior companionship, volunteer resources.	varies	all	development office/provider	both
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(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2003 Estimate)	Actual Number of Participants (As of: 04-30-02)
Public Housing		
Section 8	10	4

b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?

If no, list steps the PHA will take below:

⇒ The Authority continues to experience general tenant disinterest in the FSS program.

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

- ⇒ With the signing of the FY 2002 HUD Appropriations Act, drug elimination grants for low income housing provided through the Public Housing Drug Elimination Program (PHDEP) was not funded. As a result the PHDEP has been merged with the Housing Authority's General Operating Fund (which is expected to increase by 8.1%). In FY2002 the Housing Authority received approx. \$240,000 for drug elimination programming through the PHDEP. The Authority believes the elimination of the PHDEP will significantly reduce or eliminate the types of activities that have been previously provided under this program. The Housing Authority will attempt to retain core activities.

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
⇒ This varies significantly by development.
- Observed lower-level crime, vandalism and/or graffiti
⇒ Graffiti and other vandalism is generally aimed at vacant units.
- 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
⇒ This is most prevalent in Maple Terrace and Lincoln Terrace located in the City of Washington and Valley View Terrace located in Canonsburg.
- 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

- ⇒ As part of the PHDEP the Housing Authority has conducted an annual survey of residents concerning safety and security. Based on funding availability, the Authority will attempt to continue the annual survey.
- Analysis of crime statistics over time for crimes committed “in and around” public Housing Authority
 - ⇒ The Authority regularly receives and reviews Police Incident Reports submitted by the Boroughs of California, Canonsburg and Donora. In addition PA Constable Service Reports are provided for the City of Washington and the Borough of Bentleyville.
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
 - ⇒ Resident Managers and maintenance staff
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

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

- ⇒ Lincoln Terrace
- ⇒ Maple Terrace
- ⇒ Valley View Terrace
- ⇒ Highland Terrace

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

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

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
 - ⇒ In past years the Housing Authority has contracted with a private service provider (Judy Baker), to assist at risk individuals with training in computer operation, G.E.D., educational upgrading, and after school tutoring. Based upon funding, efforts will be made to retain this activity during the 2003 Plan Year.
- Crime Prevention Through Environmental Design

- ⇒ Continue emphasis on increased illumination as part of the existing PHDEP, and the reduction of trees and shrubbery in selected areas where unsafe conditions exist.
- ⇒ Through the Capital Fund improvement to security and safety will be continued. This will include removal of brush, additional lighting, improved door locks and increased security at the Manager's Offices.

Activities targeted to at-risk youth, adults, or seniors

Volunteer Resident Patrol/Block Watchers Program

- ⇒ The PHA will continue efforts through all Resident Councils to increase resident responsibility by encouraging residents to be more alert to potential security problems such as open doors and unsecured valuables. "Courtesy Patrols", that have been very successful in the elderly developments will be continued.

Other (describe below)

- ⇒ Continued implementation of 1 Strike and You Are Out Policy.
- ⇒ Strict enforcement of NO TRESPASS NOTICE (on all PHA property).
- ⇒ Continued implementation of above base level police patrols and the addition of PA Constable Services.
- ⇒ Interaction with tenants where credibility/confidentiality is established and submission of "Silent Complaint Forms" increases.
- ⇒ Computer education programs provided at 2 PHA sites.
- ⇒ Installation of trespass alarms at rear entrances at California Manor, Bentley Tower and Crumrine Tower have been completed.

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

- ⇒ Lincoln Terrace
- ⇒ Maple terrace
- ⇒ Highland Terrace
- ⇒ Jollick Manor
- ⇒ Bentley Tower
- ⇒ Bassettown Manor

C. Coordination between PHA and the police

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action

- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
 - ⇒ Most meetings with PHA operations staff are informal and incident related.
 - Meeting between police and Resident Councils are by request.

- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
 - ⇒ Formal agreements with local law enforcement agencies have been established in Donora (Jan. 1993) and Canonsburg (Sept. 1995). These Agreements will be continued through the 2003 program year.
 - ⇒ The Authority has had considerable success using the safety and security services provided by the PA Constable Service. Based upon the availability of funds, the use of Constable Patrols in the developments in the City of Washington and Bentley Towers, Bentleyville will be considered.

- Other activities (list below)

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

- ⇒ Highland Terrace
- ⇒ Donora Scattered Sites
- ⇒ Bentley Tower
- ⇒ Valley View Terrace
- ⇒ Canonsburg Scattered Sites

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.

HUD instructions (PHA Plan internet site, September 29, 2001) state that Housing Authorities should not complete Subcomponent 13D.

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

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

- ⇒ A copy of the Washington County Housing Authority Pet Policy is included as part of the Plan as a Supporting Document Available for Review.
- ⇒ A one page Statement (synopsis) of the Pet Policy is included as Attachment C. to 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. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?

⇒ The most recent audit contained 2 audit findings:
(1) The first finding dealt with the lack of an adequate backup system to the computer files. The Authority's computer consultant has installed, tested and verified the adequacy of the new backup system. The computer consultant and staff will regularly test the backup system.
(2) The second finding dealt with an accounting issue concerning the capitalization and depreciation of items purchased through the Drug Elimination Grant Program. Authority accounting staff regularly undertake this bookkeeping adjustment in other programs and have incorporated the recommended changes in the accounting procedures of the Drug Elimination Program.
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

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

Not applicable

Private management

⇒ The Housing Authority has under management a 42 unit elderly complex in the Borough of New Eagle developed by the New Eagle Housing Development Corp.

Development-based accounting

Comprehensive stock assessment

Other: (list below)

⇒ During a February 2002 Tenant Meeting explaining the Authority's proposal to convert Building B-1 in Maple Terrace to a Head Start Program, residents discussed the current parking problem in the area near the proposed Head Start Center. During FY2003 the Housing Authority will explore parking options, including demolition of a nearby building and discuss possible funding with the Washington County Redevelopment Authority.

⇒ In April 2002 the Housing Authority submitted a request to HUD to convert Building B-6 (8 units) in Maple Terrace to a Head Start Center. The Authority hopes to have the Head Start Program operational during 2003. This effort is a continuation of a similar successful program developed in Valley View Terrace, Canonsburg.

⇒ The 2002 Annual Plan indicated that improvements to the fire control panels and smoke detectors in Crumrine Tower, Bassettown Manor, Riverview Apts., California Apts., California Manor, Nathan Goff Jr. Apts. and Bentley Tower would be made through the Redevelopment Authority's Community Development Block Grant Program. Feasibility, engineering and design problems have eliminated these projected improvements.

⇒ The scheduled replacement of boilers/heat plants in Nathan Goff Jr. Apts. (2) and Jollick Manor (18) by the Redevelopment Authority will be completed in the 4th quarter of FY2002 or the beginning of FY2003.

- ⇒ During the 2003 Plan year the Housing Authority will explore the possibility of establishing a Day Care Center in the Jollick Manor development.
 - ⇒ Using federal Community Development Block Grant funds the Redevelopment Authority plans to replace carpeting and vinyl flooring in various parts of Monongahela Manor during the 2003 Plan year
 - ⇒ The Housing Authority has requested the Redevelopment Authority to consider the following improvements in the 2003 Plan year and/or beyond: Crumrine Tower (garbage compactor, dumpsters and replace carpets), Monongahela Manor (reconstruct balcony joints and replace HVAC room units), California Manor (replace HVAC room units and carpets), California Apartment (replace HVAC room units, construct new boiler room and replace carpets), Maple Terrace (paint exterior siding), Lincoln Terrace (paint exterior siding, install showers, install canopies and shutters), Highland Ave (paint exterior siding), Bentley Tower (replace AC and replace carpets), Valley View Terrace (install showers), Riverview Apts. (replace carpeting), Nathan Goeff (replace carpets), Bassettown Manor (replace carpets). These improvements have not been scheduled.
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:
 - ⇒ See Attachment J

- 3. In what manner did the PHA address those comments? (select all that apply)
 - Considered comments, but determined that no changes to the PHA Plan were necessary.
 - The PHA changed portions of the PHA Plan in response to comments
List changes below:

 - Other: (list below)

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

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

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

3. Description of Resident Election Process

⇒ The Housing Authority notified residents that an opportunity existed to serve on the Board of the Housing Authority. Three self-nominations were received. The three names were forwarded to the elected Board of Washington County Commissioners. The Commissioners appointed one of the residents to the Board in December 1999. The term expires in December 2004.

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)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)

⇒ Washington County, Pennsylvania

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

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

⇒ Assistance to the Elderly/Frail Elderly and Tenant Based Rental Assistance Through the Housing Authority's efforts in creating the New Eagle Housing Development Corp. and the development of 42 units of elderly housing, while using section 8 rental assistance these Consolidated Plan initiatives have been realized.

⇒ Improving the Quality of Life of Residents of Public Housing. - Through the implementation of the Authority's Capital Improvements Program and continued maintenance efforts, the overall livability and quality of life of residents will be positively impacted. Additionally, the creation of a Head Start Programs in Valley View Terrace and Maple Terrace and the completion of demolition activities at Frederick Terrace will add to the quality of life of residents living in these developments.

- ⇒ Homebuyers Assistance - By establishing a pilot Section 8 homeownership program and the continuation of a local PHA effort of providing up to \$1000 in closing costs or a second mortgage to eligible and interested public housing and Section 8 tenants, the most needy will have an opportunity to explore homeownership.
- ⇒ Tenant Based Rental Assistance – The Housing Authority’s commitment to continuing to administer the Section 8 Program serves as the principal mechanism to meet the Consolidated Plan objective of providing Tenant Based Assistance.

Other: (list below)

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

- ⇒ Transitional Housing - The County’s substantial financial commitment to Transitional Housing supports the efforts of the Housing Authority’s Plan.
- ⇒ The Consolidated Plan supports the PHA’s efforts in meeting low income housing needs through the expanded use of the Section 8 tenant based rental assistance program.
- ⇒ The technical assistance and grantsmanship provided by the County Redevelopment Authority in assisting with the creation of the New Eagle Housing Development Corporation and the development of 42 elderly housing units have created additional housing opportunities for low income individuals.
- ⇒ The County, through the Redevelopment Authority, has a history of supporting PHA activities including establishing a Head Start Programs at Valley View Terrace and Maple Terrace, parking assistance at Monongahela Manor, air conditioning at Bassettown Manor and numerous other projected improvements substantially improve the livability of the Housing Authority’s public housing developments.

D. Other Information Required by HUD

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

Attachments

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

Attachment A

Admission Policy for Deconcentration

Washington County Housing Authority Economic Deconcentration Program and Policy

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

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

In as much as the concentration of low income families is now prohibited in public housing, Housing Authorities must develop an Admission Policy designed to provide for deconcentration of poverty and income mixing by bringing higher income tenants into lower income public housing projects and bringing lower income tenants into higher income public housing projects.

To further this objective the following rule has been established taking into account the final rule published on this subject and dated December 22, 2000:

With respect to income targeting, the general rule is that in each fiscal year, at least 40% of families admitted to public housing by a PHA must have incomes that do not exceed 30% of area median. The "fungibility" provisions allow a PHA to admit less than 40% of families with incomes below 30% of median (very poor families) in a fiscal year, to the extent the PHA has provided more than 75% of newly available (Section 8) vouchers and certificates (including those resulting from turnover) to very poor families.

PHAs are permitted to consider a number of approaches in designing an Admission Policy to achieve the goals of deconcentration and income mixing, included are the use of skipping over certain families on the waiting lists based on incomes; the establishment of certain preferences such as worker preferences; appropriate affirmative marketing efforts; additional applicant

consultation and information; provision of additional supportive services and amenities; and rent incentives authorized by the QHWRA. Site based waiting lists may also be used as an integral part of the Admissions Policy to promote deconcentration.

Washington County Housing Authority

To implement these requirements Housing Authorities must:

1. Determine and compare the average tenant family incomes of each family development; and
2. Consider what Admission Policy measures or incentives, if any, will be needed to bring higher income families into lower income developments and lower income families into higher income developments. PHA policies must devote appropriate attention to both of these goals. PHA policies must affirmatively further fair housing

The Washington County Housing Authority operates under an Admission and Occupancy Policy approved by the Authority Board of Directors on January 23, 1997. This Policy is hereby revised to provide for economic deconcentration and income mixing. Admission to public housing will include at least 40% of eligible applicants having incomes which does not exceed 30% of median income of the area. (Subject to "fungibility" provisions cited above).

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

1. The Authority will skip over a lower income applicant on the waiting list to a higher income applicant if the higher income applicant is needed to deconcentrate a lower income development. The reverse will also apply; the Housing Authority will skip over a higher income applicant if a lower income applicant is needed to deconcentrate a higher income community.
2. As part of the Public Housing Agency Plan, the Authority will research the possibility and if appropriate consider providing rent incentives to applicants agreeing to move into targeted deconcentration developments.
2. The Washington County Housing Authority has established a preference for residents who live and/or work in the jurisdiction and those households that contribute to meeting income requirements.
3. The Housing Authority will continue to allow those on the waiting list to request to be included on any of the 5 sub-jurisdictional waiting lists.

4. The Housing Authority will employ positive and affirmative advertising methods in local newspaper and radio stations.
5. Applicants who are interested will be supplied with appropriate information regarding income and developments that may be available because of deconcentration efforts.

Washington County Housing Authority

The rule to deconcentrate poverty in public housing was finalized on December 22, 2000. This rule requires Housing Authorities to:

1. Survey all families residing in all covered developments (this generally means family developments as opposed to projects for the elderly/disabled) to determine the average income of their tenants.
2. Determine the average income of all families residing in each covered development.
3. Finally, determine the established income range which is defined as those covered developments where the average income is between 85% and 115%(inclusive of those percentages) of the PHA wide averages for all covered developments.

The Washington County Housing Authority has performed (May 2002) the above calculations and determined the average income of tenants in all occupied family units is \$10,340. The established income range was determined to be between \$11,891.00 and \$8,789.00. In comparing the average incomes for each individual family development against the established income range only Valley View Terrace is above the established income range. No developments were below the established range.

Targeted for lower income residents

PA17-5 Valley View Terrace

Attachment B.

Implementation of Public Housing Resident Community Service

⇒ Following is the Housing Authority's Community Service Policy. As indicated in PHA Plan Component 12, the Housing Authority no longer implements nor enforces the community service requirements. Affected residents received written notification of this change on December 12, 2001.

The Washington County Community Service Policy was adopted by the Housing Authority Board of Directors in October 2000. This Policy has been made part of the Authority's Occupancy Policy. The program outlined in the Policy was put in effect shortly thereafter.

In effectuating the Community Service Policy the Housing Authority hopes to establish an important link with an outside non-profit service provider to establish a bridge between public housing residents required to perform community service and the agencies/organizations involved in providing the opportunities.

As was originally planned all residents have been notified by letter of the Community Service requirement. The letter included an overall view of Community Service and a complete list of all exempt categories. Residents were advised of their right to provide documentation at any time they believe their (exempt/non-exempt) status has changed.

As part of the system to identifying those residents who must perform Community Service all Resident Managers are reviewing the program requirements with each tenant at the time of the annual recertification. Following the recertification meeting the resident and family are fully knowledgeable of the requirements and have been advised of the need for he/she to begin the process of meeting the Community Service requirement. An amendment to the lease, detailing the Community Service requirement has been developed and is signed by the tenant at the recertification meeting. It is being made clear to residents, determined non-exempt, that failure to participate in community service or a self-sufficiency activity will result in eviction (following the appeal process).

The overview of the Community Service Policy remains unchanged from the 2001 Plan: Non-exempt individuals are required to locate and secure a community service and/or self-sufficiency opportunity within the guidelines of the QHWRA and as defined in the Authority's initial contact letter to the residents.. The agency or organization for which the service is provided by the resident will be responsible to document the service in a manner acceptable to the Authority. Residents participating in a self-sufficiency experience will also be required to regularly produce verification of participation.

Attachment C.

Pet Policy Statement

The Washington County Housing Authority has implemented a Pet Policy as required by 24 CFR Part 960.

The Pet Policy appears as Chapter 10 of the Washington County Housing Authority's Occupancy Policy and conforms to Section 526 of the QHWRA.

The Policy allows residents to own and keep pets under reasonable requirements. The requirements that have been imposed on residents keeping pets are: The imposition of a non-refundable fee to cover the reasonable operating costs of the Authority relating to the presence of pests; the payment of a refundable pet security deposit; limitation of the number and size of animals that can be kept in a unit; the prohibition of certain animals the Authority believes are dangerous or are not common household pets; the registration and photographing of any pet kept in public housing; and the requirement that all animals have the appropriate State license.

The Authority Pet Policy also requires pet owners to secure liability insurance to cover both property and personal injury as well as providing the name and telephone number of a person to be notified to take possession of the pet in the event the tenant's illness, vacation or death.

Also included in the policy are provisions dealing with sick animals as well as the circumstances under which an animal will be removed from Housing Authority.

Attachment D.

PHA 5-Year Progress Report

- ⇒ Each year the Housing Authority has applied for additional Section 8 vouchers. During the 2003 Plan Year that position will be reexamined in light of demand and the Authority's eligibility to apply for additional units.
- ⇒ With the completion of scheduled Capital Fund improvements the Housing Authority continues to meet its goal of modernizing and renovating public housing units.
- ⇒ With the submission of an application to HUD to convert an 8-unit apartment building in Maple Terrace to a Head Start facility, the Authority continues to meet its goal of improving the living environment within the public housing communities.
- ⇒ In September HUD approved the demolition of a flood prone building in Frederick Terrace. Funding to undertake the demolition will be pursued in 2003. The completion of the goal of using demolition as an effective tool in eliminating unsafe conditions will not be fully realized until the demolition is completed.
- ⇒ As stated in the 5-Year Plan the Housing Authority is committed to increasing the safety and security of public housing residents. To further this objective the Authority has and will continue to employ the services of PA Constables at selected developments. This is in addition to the base line services provided by local police departments.
- ⇒ The development of a program outline and the ultimate development of a pilot Section 8 Homeownership Program will further the Authority's objective of self-sufficiency, homeownership and upward mobility.

Attachment E.

Resident Member of the PHA Governing Board

⇒ The resident member of the Washington County Housing Authority Board is Mrs. Olive M. Krimm.

Attachment F.

Resident Advisory Board Members

Section 8 Housing

Beverly Aku
Linda Bergman
Ronda Butler
Cassandra Coleman
Brenda Fields
Loretta Franklin
Elizabeth Hanna
Barbara Kelley
Jennifer Novak
Laverne Opatt
James Patrene

Public Housing

Gwen Gordon
Delores McCartney
Diane Perkins
Prestine Robinson
Samuel Smith
Jean Strauss
Richard B. Sunday

Attachment G.

Substantial Deviation/Significant Amendment Modification Definition

A. Substantial Deviation from the 5-year Plan:

- ⇒ The 5-Year Plan is subject to continuous adjustment and change. However, all changes must be incorporated in the subsequent Annual Plan and are subject to review by the Resident Advisory Board and the Public Hearing.

B. Significant Amendment or Modification to the Annual Plan:

The PHA has established the following definition for Significant Amendment or Modification”. Changes other than those specified will be undertaken by the PHA staff and reported in the 2003 Annual Plan.

- ⇒ Changes to rent or organization of the waiting list.
- ⇒ Any change with regard to demolition, disposition, designation, homeownership programs or conversion activities.
- ⇒ Any change in the Capital Fund Annual Statement that is not in accordance with HUD’s fungibility regulations
- ⇒ Additions of new activities not included in the current PHDEP Plan

Note: Any changes permitted under specific program instructions will not be considered Substantial Deviations or Significant Amendments.

Attachment H.

Voluntary Conversions Additional Questions and Certifications (also see page 38)

WASHINGTON COUNTY HOUSING AUTHORITY

DIRECTORS
John Licelli, Chairman
James R. McDonald
William K. Taylor
Clare M. Knorr
Terry Stevenson

100 COLUMBIA TOWNE CENTER BUILDING
WASHINGTON, PENNSYLVANIA 15301-6899
TELEPHONE: 724-228-6043
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FAX NUMBER: 724-228-6035
FAX NUMBER: 724-228-6154
<http://housing-authority.washington.pa.us>

STEPHEN K. HALL
Executive Director

EMILY J. HULL
Secretary

VOLUNTARY CONVERSION OF PUBLIC HOUSING

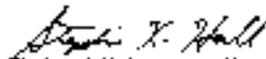
INITIAL ASSESSMENT

CERTIFICATION

WASHINGTON COUNTY HOUSING AUTHORITY

The Washington County Housing Authority has reviewed the operation of each covered development named below and undertaken an initial assessment, as required by the County Housing and Work Responsibility Act of 1988, to determine the cost effectiveness, overall benefit, and impact of converting the named Federally Assisted Family Public Housing Developments in Washington County to Tenant-Based Assistance. Following this review and analysis and taking into consideration all implications associated with converting these units - in the opinion of the Washington County Housing Authority that the conversion from Public Housing to Tenant-Based Assistance would be inappropriate at this time.

PA 17-1 Maple Terrace	PA 17-2 Lincoln Terrace
PA 17-3 Frederick Terrace	PA 17-4 Highland Terrace
PA 17-5 Valley View Terrace	PA 17-6 Justice March/Crumline Tower
PA 17-12 Chambersburg Scattered Sites	PA 17-11 Lincoln Terrace
PA 17-15 Maple Terrace View	PA 17-16 Danara Scattered Sites
PA 17-13 Monongahela	


Stephen K. Hall, Executive Director

September 24, 2001

Date

Attachment I.

PHA Response to Resident Survey (Follow-Up Plan for REAC)

The Washington County Housing Authority has developed a follow-up plan for the Resident Service and Satisfaction Survey of the REAC. The PHAS Resident Report identified 3 components of the Resident Service and Satisfaction Survey with a score of less than 75%: Communications (70%), Safety (70%) and Appearance (70%)

The REAC follow-up plan will focus on areas of improvement in the 3 areas with scores less than 75%.

The Housing Authority believes that through a better flow of information from the residents of the various public housing communities that steps can be taken to improve resident perception of the status of public housing in their development.

Resident and community safety has always been a primary concern of the Housing Authority. Through the PHDEP and the Capital Fund a great number of physical improvements have been made to the public housing developments. Similarly, above normal police services have been provided by contracts with local police departments and use of PA. Constables. Only by having direct feedback from residents can a Safety Plan dealing with specific issues be developed.

The Housing Authority employs a 24 person Maintenance staff. This staff is assigned numerous duties including interior and exterior maintenance and upkeep of grounds. The Authority's Director of Maintenance regularly undertakes both scheduled and unscheduled tours of the public housing communities to determine the level of service and to take corrective action. Again, only through direct communication from the residents can specific corrective action be undertaken.

Toward gaining this information the Housing Authority has developed and posted in each public housing community a Request for Comment (RFC) form. Responses to this form, that are due by June 3, 2002, will be evaluated and corrective action will be undertaken. To assure residents of confidentiality and the importance of gaining this information the RFC will be sent to and handled by the Authority's Deputy Executive Director.

The RFC states the following:

REQUEST FOR COMMENT

The Washington County Housing Authority received advice that the HUD Resident Survey Results indicate a need stated by Residents to improve on the following areas:

1. Communication
2. Safety
3. Appearance

Because the Authority does not receive copies of the completed Survey results, no plan for improvement can readily be formed. Residents, particularly those who participate in the Survey, need to assist the Authority in preparing for future Surveys by commenting on specific ways the Authority may improve.

Attached is the part of the Resident Survey Form that addresses areas where we wish to improve. Please prepare any comments that you have and forward it to your manager by June 3, 2002 with the title: RESIDENT COMMENT – ATTN: BARB HIXENBAUGH.

Your comments will receive due consideration. Thank You.

Stephen K. Hall, Executive Director
Washington County Housing Authority

Attachment J.

Comments of Resident Advisory Board

Minutes of the
Meeting With the Washington County Housing Authority
Resident Advisory Board (RAB) concerning the 2003 Annual Plan and the 5-Year Plan
Includes Resident Comments on the Plan and the Housing Authority's Responses
June 24, 2002
William E. Davis Community Room
Jollick Manor
Washington, PA

Mr. Stephen Hall, Executive Director of the Housing Authority called the meeting to order at 11:00 am. Mr. Hall thanked the residents for attending and introduced the following Housing Authority staff members: Barbara Hixenbaugh Deputy Executive Director, Phyllis Kern Public Housing Occupancy Supervisor, George Robinson Maintenance Director, James Mason Maintenance Supervisor, and James Robinson a consultant helping the Authority put together the Annual and 5 year Plans. Mr. Hall noted that all members of the RAB had been mailed copies of the draft Plan in mid May 2002 and each member has in front of them a revised Capital Fund Budget that reflects new figures provided by HUD since the Draft Plan was produced.

Mr. Robinson explained the 2003 Annual Plan (for the period October 1, 2002 to September 31, 2003) and the 5-Year Plan. This included a brief discussion of the Quality Housing and Work Responsibility Act, the organization of the Plan and use of the template, an overall view of the Plan contents and the fact that this is the 3rd Annual Plan and 5 Year Plan update the Housing Authority has prepared. . He also mentioned that the 2003 Plan discusses many of the day-to-day activities of the Agency.

Mr. Robinson then explained the significant differences between the 2003 Plan and the 2002 Plan. This included a discussion on the suspension of the Community Service Requirement, elimination of the Public Housing Drug Elimination Program and the fact that drug elimination activities will now be funded from the capital fund. Mr. Robinson also explained that the 2003 Capital Fund amount is \$1,920,318 and how generally these funds will be used. He then discussed the Initial Assessment for Conversion and the results of that assessment, the Section 8 Waiting List and the status in creating a Section 8 Homeownership Program. Lastly, Mr. Robinson indicated that demolition of a building in Maple Terrace would be examined this year. Additional space might be needed to support a proposed Day Care Center.

Mr. Robinson explained that a primary objective of the Authority is the expansion of assisted housing through continued expansion of the Section 8 program and subsidy programs similar to that, which has made Lignelli Manor in New Eagle a success.

Mr. Hall then discussed the responsibilities of the RAB and its role in recommending new approaches or suggestions to existing or proposed policies/programs (as opposed to individual maintenance issues) that would be useful in the Housing Authority's operation. He indicated that Board Members were welcome to discuss any aspect of the Plan and if they felt recommendations should be formalized by a vote they were free to precede as they see necessary. The role of Housing Authority at the meeting is to respond to comments generated by the RAB.

Mr. Hall then asked if anyone or the group as a whole had any questions or comments on the Plan:

All questions were asked by members of the RAB and all responses were provided by Mr. Hall or a member of his staff.

1.Q. Will the activities previously funded under the Public Housing Drug Elimination Program be continued?

Response: Most of the activities funded last year will be funded in 2003. Members were referred to Part II Supporting Pages of the Capital Fund for a list of public safety items budgeted for FY 2003.

There was a lull in questions or comments and Mr. Hall asked the Section 8 attendees if in their opinion was the Section 8 program running fairly well. One elderly RAB member indicated that she was very well pleased with Section 8 and that it has helped her tremendously.

2. Q. Why does the Capital Fund Program not discuss any improvements for Century Plaza (her Section 8 residence)?

Response: The Capital Fund can only be used to improve Federally Assisted Public Housing. Century Plaza is an apartment owned by a local nonprofit corporation. with improvements being made and paid for by the corporation.

An open discussion then followed between Mr. Hall, Mr. Robinson and some Section 8 tenants as to the amount of federal assistance the Authority anticipates spending on Section 8 during FY 2003 (\$3,352, 391) and where in the Plan discussions on Section 8 can be located.

3. Q. How much money will the Authority spend on Public Housing next year?

Response: Refer to Component 2 of the Annual Plan; approx. \$1,800,000 for general operations received from HUD plus approx. \$1,651,000 for general operations derived from tenant income and \$1,920,318 from HUD for capital improvements.

4. Q. Will the Authority install a buzzer in the community room (Crumrine Tower Elderly) to alert residents that a guests is attempting to locate them (when they are not in their apartment)?

Response: It is something that seems possible and will be looked into by the Maintenance Supervisor.

5. Q. Can cameras be installed in the lobby (Crumrine Towers) and connected to tenant TV's to see who is buzzing to enter the building?

Response: Maintenance Director stated that such a system might be in the 5-Year Plan. (Upon further examination it was determined that the cameras are not in the 5-Year Plan, the Housing Authority will evaluate the camera issue).

Mr. Hall then spent time explaining the 5-year Capital Fund Plan, how it is developed and unexpected happenings that at times alter the Plan (failure of a major mechanical system of structural failure or items costing more than anticipated).

6. Q. Is it possible to have an officer stationed at the door of Crumrine Tower 24 hours daily?

Response: The cost of providing 24/7 security at Crumrine Tower and the other Elderly developments throughout the County is cost prohibitive and the Housing Authority is not organized to perform that service.

7. Q. Does the Housing Authority still use PA Constables and will they be used in the future?

Response: Constable service is working very well and will be continued through 2003 (mostly in the City of Washington) with the exception of Bentleyville Towers in Bentleyville.

A conversation then followed between residents and the Maintenance Director concerning safety and security at Valley View Terrace Family Development in Canonsburg. A gentleman noted that some of the street lights owned and maintained by Allegheny Power are hidden by the trees while others are not maintained regularly also, lighting near the Head Start Center only works periodically. He also discussed trash dumpsters providing good-hiding places for vandals and problems with icy hillside steps in the cold weather. Mr. Hall and the Maintenance Director responded with suggestions and will follow up with on-site maintenance staff.

8.Q. When will the lighted house number bulbs (specialized bulb with a tamper proof cover) be replaced in Valley View Terrace?

Response: Maintenance staff has replaced many bulbs and will continue to respond to work order requests.

8. Q. Are Maintenance staff permitted to take out trash from individual unit for persons who are handicapped?

Response: No. Union work rules prohibit the Housing Authority to require Maintenance staff to perform this function.

A Section 8 tenant discussed a problem resulting from the absence of a hot water tank shut-off valve and commented on inspection requirements. The Maintenance Director discussed annual inspections, Quality Housing Standards, “grand-fathering in” and bringing up to code standard at time of repair, and requests for special inspections if necessary.

9. Q. Must a Section 8 client pay for rent increases imposed by the building owner?

Response: At times the tenant must pay the increase if it is above the payment standard. An explanatory discussion followed.

10. Q. How do I get the window and screen in my Crumrine Tower apartment repaired?

Response: Submit a Work Order.

Break For Lunch

Mr. Hall opened the second half of the meeting with a discussion on Section 8 Homeownership and some of the issues that must be addressed before the pilot program can begin. This included the need for a second mortgage to cover a large portion the closing costs, a 30-year first mortgage with only a 15-year guarantee on Section 8 assistance and the required housing counseling that must take place.

11. Q. what is being done to reduce the large number of vacancies?

Response: The Authority believed the institution of flat rents would decrease vacancies. It did not. The County has seen a decrease in the number of families and individuals eligible for public housing and there are fewer families with children. The Housing Authority has attempted to put vacant units/buildings to better use through conversions and dispositions. The Authority is continually striving to reduce vacancies and would welcome recommendations from the RA .on making the various developments more marketable.

11. Q. Why is there a Waiting List when we have so many vacancies?

Response: 2 reasons: (1) situational based on the development, some developments have little or no waiting list and (2) for those developments that do have waiting list the time necessary to prepare the unit for occupancy as well as determining eligibility and securing clearances unfortunately takes time. Recently occupancy staff has been diverted to fill a new development, this has increased the public housing waiting list.

12. Q. Is Valley View Terrace Family Development in Canonsburg going to be closed?

Response: NO.

13. With the ongoing conversion from efficiencies to 1-bedroom units in Crumrine Tower Elderly, how many units will be handicapped accessible?

Response: 2 are handicapped accessible and 2 are wheelchair accessible.

A conversation then followed concerning the difficulty of converting existing row or walk-up housing to handicapped, problems with topography at Valley View and efforts the Authority has taken in the past.

14. Q. When will a revised Tenant Handbook be developed?

Response: Within the next 6 months.

15. Q. What is a Replacement Housing Grant?

Response: Funding given to the Housing Authority to pay to build new housing to replace housing that was demolished. The Housing Authority will accumulate this \$22,000 annual grant until a sufficient sum is available to develop new housing.

16. Q. What is going to happen to Falconi Field next to Valley View Terrace?

Response: This is private property and the Housing Authority has no control.

17. Q. How is the decision made which/when developments are scheduled for modernization in the 5-Year Plan? (example given was showers in Valley View Terrace)

Response: Decisions are made by the Authority Staff based on cost and the severity and scope of the problem. The Housing Authority will look into installing showers at Valley View in a future 5-Year Plan.

18. Q. What are the rules in getting a new stove or refrigerator when your existing one brakes?

Response: Appliances are first repaired, then replaced with a good serviceable used unit if none is available a new appliance is installed.

There being no additional questions or comments Mr. Hall adjourned the meeting at 1:15 pm.

Attendees:

Richard B. Tuesday
Deane Anderson
Lynda Bergman
Brenda Smith
Lanene Pratt
Algen Strauss
Mr. & Mrs. Robert J. Howe
Barbara Kelley
Frank J. Butler
Kristen Johnson
Kurt Duster
Debra M. Cartney

Attachment K.

Section 8 Homeownership Capacity Statement

As stated in Component 11, Page 40 of the PHA Plan:

The Housing Authority has initiated the Section 8 Homeownership Program through the preparation of a program outline. This outline includes discussions on: participation qualifications, time frame for utilization, portability, permitted ownership arrangements, contract for sale and inspection, financing, length and continuation of assistance, family obligations, assistance payments, lease to purchase and defaults. The program outline supports the Authority's capacity to successfully operate a Section 8 homeownership program. The program will be implemented in the 4th quarter of FY2002 or the 1st quarter of FY2003.

Although this statement meets the requirements of 24 CFR part 982.625 (D) (3), effective October 12, 2000, and therefore meets the Homeownership Capacity Statement Requirement, the following statements are added for clarity:

The Section 8 Homeownership Program Outline referred to above establishes a minimum homeownership downpayment requirement of at least 3% and requires that at least 1% of the downpayment come from the family's resources.

The Section 8 Homeownership Program Outline requires the financing for purchase of a home under its Section 8 homeownership program will: be provided, insured or guaranteed by the state or Federal governments; comply with secondary mortgage underwriting requirements; or comply with generally accepted private sector underwriting standards.

**Insert File Attachment pa017a02 – 2003 Capital Fund Program
Original Annual Statement.**

**Insert File Attachment pa017a02 – Capital Fund Program 5-Year
Action Plan.**

Insert File Attachment pa017b02 thru pa017g02 – Performance and Evaluation Reports and Replacement Housing Factor.



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

**OFFICE OF PUBLIC HOUSING
PITTSBURGH OFFICE - FAX (412) 644-5486**

*SH
BH
FAY & John Robinson
Jale*

DATE: 8/23/02

of Pages (including cover): 2 # 5230

TO: Stephen K. Hall, Executive Director

ORGANIZATION: Washington County Housing Authority

TELEPHONE NUMBER: (724) 228-6060

FAX NUMBER: (724) 228-6134

FROM: Reana Prescott, PHRS

TELEPHONE NUMBER: (412) 644-6492

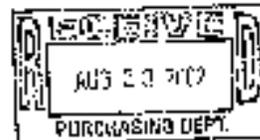
FAX NUMBER: (412) 644-5486

SUBJECT: PHA PLANS

In order to complete the approval process for the 2002 PHA Plan, the attached issues must be corrected.

Our Office will let you know when to resubmit electronically.

If you or your staff have any questions or wish to discuss this request, please contact me at (412) 644-6492.





Athen R. Prosser
9/15/02 10:11 AM

To: Christina A. Harris PH9N9:PT44E
Subject: Re: Washington County PHA Plan Review 2002

Christina A. Palmer

PHA Plan Compliance Review Checklist

Reviewers should refer to the "Instructions for Use of PHA Plan Compliance Review Checklist" when using this checklist. To use the form, click on the tab with history and fill in the appropriate boxes. Once the form is complete, click on the send button to transmit the form. Please modify the subject line when resubmitting to note "completed"

PHA Name: Washington County	PHA Number: PA28P017
PHA FYD: (mm/yyyy) 1/1/2002	
Official Date of Submission: 7/15/02	
Date of end of 75 day review period: 9/28/02	
Date Due From OPH Staff: September 5, 2002	

The following table should be used to note significant issues from the review of this plan.

7/23/02	COMPONENT NO. 3 (B) - Detoxification Question No. 1 is from the old template. Please submit revised question for No. 1
8/23/02	COMPONENT NO. 11 (B) - Sect. 8 Homeownership Program: Please submit Section 8 Homeownership Capacity Statement
8/28/02	OUR OFFICE WOULD RESPOND TOC WHEN TO ultimately RECOMMENDATION

The following link will take you to the agency plan web site.
http://hidweb.hud.gov/pha/plan/wa/2002/attachment_nh04jumph_2002.htm

Response to HUD Comments:

HUD Comment No.1:

“Component No. 3 (6) Deconcentration Question No. 1 is from the old template. Please submit revised question for No. 1.”

(6) Deconcentration and Income Mixing

- a. Yes No: Did the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete.

HUD Comment No.2:

“Comment No.11B-Sect 8 Homeownership Program: Please submit Section 8 Homeownership Capacity Statement”

Attachment K

Section 8 Homeownership Capacity Statement

As stated in Component 11, Page 40 of the PHA Plan:

The Housing Authority has initiated the Section 8 Homeownership Program through the preparation of a program outline. This outline includes discussions on: participation qualifications, time frame for utilization, portability, permitted ownership arrangements, contract for sale and inspection, financing, length and continuation of assistance, family obligations, assistance payments, lease to purchase and defaults. The program outline supports the Authority’s capacity to successfully operate a Section 8 homeownership program. The program will be implemented in the 4th quarter of FY2002 or the 1st quarter of FY2003.

Although this statement meets the requirements of 24 CFR part 982.625 (D) (3), effective October 12, 2000, and therefore meets the Homeownership Capacity Statement Requirement, the following statements are added for clarity:

The Section 8 Homeownership Program Outline referred to above establishes a minimum homeownership downpayment requirement of at least 3% and requires that at least 1% of the downpayment come from the family's resources.

The Section 8 Homeownership Program Outline requires the financing for purchase of a home under its Section 8 homeownership program will: be provided, insured or guaranteed by the state or Federal governments; comply with secondary mortgage underwriting requirements; or comply with generally accepted private sector underwriting standards.

The above changes have been incorporated in the Plan on pages 2, 18 and 74.

A Plan
Table Library

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

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.

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

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 I: Summary				
PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995		Grant Type and Number Capital Fund Program Grant No: PA28PO1750102 Replacement Housing Factor Grant No:		Federal FY of Grant: 2002
X Original Annual Statement		Reserve for Disasters/ Emergencies:		Revised Annual Statement (revision no:)
Performance and Evaluation Report for Period Ending:		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	\$299,012.00		
3	1408 Management Improvements	\$185,760.00		
4	1410 Administration	\$157,540.00		
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs	\$95,647.00		
8	1440 Site Acquisition			
9	1450 Site Improvement	\$118,000.00		
10	1460 Dwelling Structures	\$415,800.00		
11	1465.1 Dwelling Equipment—Nonexpendable	\$275,300.00		
12	1470 Nondwelling Structures			
13	1475 Nondwelling Equipment	\$15,000.00		
14	1485 Demolition			
15	1490 Replacement Reserve			
16	1492 Moving to Work Demonstration			
17	1495.1 Relocation Costs	\$15,000.00		
18	1499 Development Activities			
19	1501 Collateralization or Debt Service			
20	1502 Contingency			
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$1,577,059.00		
22	Amount of line 21 Related to LBP Activities			
23	Amount of line 21 Related to Section 504 compliance			
24	Amount of line 21 Related to Security – Soft Costs			
25	Amount of Line 21 Related to Security – Hard Costs			
26	Amount of line 21 Related to Energy Conservation Measures			

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995	Grant Type and Number: Capital Fund Program Grant No: PA28PO1750102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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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
				Original	Revised	Funds Obligated	Funds Expended	
PA17-01 Maple Terrace								
	Install Stove Backsplashes	1460	100	\$17,000.00				
	Replace Stoves	1465	100	\$48,000.00				
PA17-03 Frederick Terrace								
	Replace Refrigerators	1465	58	\$31,000.00				
PA17-04 Highland Terrace								
	Replace Stoves	1465	90	\$43,500.00				
PA17-05 Valley View Terrace								
	Lead Based Paint Abatement	1460	100%	\$145,000.00				
	Relocation	1495	As Needed	\$15,000.00				
	Replace Refrigerators	1465	100	\$52,000.00				
PA17-08 Jollick Manor								
	Upgrade Ext. Lighting	1450	As Needed	\$46,000.00				
	Install Ext. GFI Outlets	1450	As Needed	\$15,000.00				
	Install Illuminated Unit Numbers	1450	150	\$25,000.00				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995		Grant Type and Number Capital Fund Program Grant No: PA28PO1750102 Replacement Housing Factor Grant No:		Federal FY of Grant: 2002			
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	
				Original	Revised	Funds Obligated	Funds Expended
17-08 Continued							
	Upgrade Landscaping	1450	As Needed	\$15,000.00			
	Install Fence at Gas Meter	1450	1	\$2,500.00			
PA17-12 Canonsburg Sites							
	Replace Roofs	1460	100%	\$95,000.00			
	Replace Storm Doors	1460	36 Units	\$14,000.00			
	Install Stove Backsplashes	1460	18 Units	\$8,000.00			
PA17-14 Highland Aveue Apts							
	Install Iulluminated Unit Numbers	1450	16	\$2,500.00			
	Replace Storm Doors	1460	16	\$4,500.00			
	Replace Roofs	1460	100%	\$95,000.00			
	Install Stove Backsplashes	1460	8	\$3,000.00			
	Replace Furnaces	1465	8	\$61,500.00			
	Replace Refrigerators	1465	8	\$5,000.00			

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995		Grant Type and Number Capital Fund Program Grant No: PA28PO1750102 Replacement Housing Factor Grant No:		Federal FY of Grant: 2002			
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	
				Original	Revised	Funds Obligated	Funds Expended
HA-Wide Activities							
1406 Operations	Salaries	1406		\$58,050.00			
	Benefits	1406		\$24,962.00			
	Constable Patrols	1406		\$32,000.00			
	Canonsburg Police	1406		\$32,000.00			
	Donora Police	1406		\$102,000.00			
	General Operations	1406		\$50,000.00			
		1406	Total	\$299,012.00			
1408 Mgmt. Improvements							
	Communications Support	1408		\$20,000.00			
	Development Coordinator	1408		\$48,000.00			
	Computer Software	1408		\$40,000.00			
	Computer Training	1408		\$32,760.00			
	Computer Consultant	1408		\$30,000.00			
	Management Update Consultant	1408		\$15,000.00			
		1408	Total	\$185,760.00			
1410 Administration							
	Salaries	1410					
	Executive Director	1410		\$8,815.00			
	Inspector	1410		\$30,767.00			
	Maintenance Aide	1410		\$14,512.00			
	Comptroller	1410		\$8,288.00			
	Maintenance Aide	1410		\$3,012.00			
	Mod. Payroll Clerk	1410		\$21,308.00			
	Stock Clerk	1410		\$10,515.00			
	Purchasing Agent	1410		\$3,456.00			
	Accountant	1410		\$9,496.00			
		1410	Sub-Total	\$110,169.00			

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995	Grant Type and Number Capital Fund Program Grant No: PA28PO1750102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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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
				Original	Revised	Funds Obligated	Funds Expended	
1410 Administration	Fringe Benefits							
	Executive Director	1410		\$3,790				
	Inspector	1410		\$13,229				
	Maintenance Aide	1410		\$6,241				
	Comptroller	1410		\$3,564				
	Maintenance Aide	1410		\$1,295				
	Mod. Payroll Clerk	1410		\$9,162				
	Stock Clerk	1410		\$4,521				
	Purchasing Agent	1410		\$1,486				
	Accountant	1410		\$4,083				
		1410	Sub-Total	\$47,371.00				
		1410	Total	\$157,540.00				
A& E Costs and Fees	A/E Fees	1430		\$75,000.00				
	Sundry Expenses			\$10,000.00				
	Surevey Fees			\$10,647.00				
		1430	Total	\$95,647.00				
Non-Dwelling Equipment	Computer hardware	1475		\$15,000.00				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

PHA Name: Washington County Housing Authority

Grant Type and Number

Capital Fund Program Grant No: PA28PO1750102

Replacement Housing Factor Grant No:

Federal FY of Grant:

2002

Development Number / Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PA17-01 Maple Terrace	9/30/2004			9/30/2006			
PA17-02 Lincoln Terrace	9/30/2004			9/30/2006			
PA17-04 Highland Terrace	9/30/2004			9/30/2006			
PA17-05 Valley View Terrace	9/30/2004			9/30/2006			
PA17-08 Crumrine Tower	9/30/2004			9/30/2006			
PA17-09 California Terrace	9/30/2004			9/30/2006			
PA17-17 Nathan Goff Jr. Apts	9/30/2004			9/30/2006			
1406 Operations	9/30/2004			9/30/2006			
1408 Mgmnt. Improvements	9/30/2004			9/30/2006			
1410 Administration	9/30/2004			9/30/2006			
1430 Fees and Costs	9/30/2004			9/30/2006			
1475 Nondwelling Equipment	9/30/2004			9/30/2006			
1495 Relocation	9/30/2004			9/30/2006			

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name: Washington County Housing Authority

X Original 5-Year Plan

Development Number / Name		Work Statement for Year 2		Work Statement for Year 3		Work Statement for Year 4		Work Statement for Year 5	
HA-Wide Activities	Year 1	FFY Grant: 2003 PHA FY: 2004		FFY Grant: 2004 PHA FY: 2005		FFY Grant: 2005 PHA FY: 2006		FFY Grant: 2006 PHA FY: 2007	
	Annual Statement								
PA17-01	Maple Terrace	\$240,000.00				\$405,000.00			
PA17-02	Lincoln Terrace					\$333,000.00			
PA17-04	Highland Terrace			\$100,000.00				\$860,474.00	
PA17-05	Valley View Terrace	\$128,700.00						\$105,000.00	
PA17-08	Jollick Manor							\$0.00	
PA17-09	California Terrace			\$577,044.00		\$55,000.00			
PA17-12	Canonsburg Sites			\$52,500.00					
PA17-14	Highland Apts								
PA17-15	Maple View								
PA17-16	Donora Townhse	\$343,544.00				\$20,244.00			
PA17-17	Nathan Goff Apts	\$23,500.00		\$200,000.00		\$40,250.00			
PA17-19	Mon Twnhse	\$87,000.00				\$15,000.00			
PA17-20	Bentley Tower	\$155,000.00							
PA17-21	Bassettown Manor					\$93,000.00		\$0.00	
HA-Wide		\$599,315.00		\$647,515.00		\$615,565.00		\$611,585.00	
CFP Funds Listed for 5-year planning		\$1,577,059.00		\$1,577,059.00		\$1,577,059.00		\$1,577,059.00	
Replacement Housing Factor Funds		\$ 23,469.00		\$ 23,469.00		\$ 23,469.00		\$ 23,469.00	

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year: 2			Activities for Year: 3		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	PA17-01 Maple Terrace	Replace Entry Doors	\$125,000.00	PA17-01 Maple Terrace		
		Replace Storm Doors	\$115,000.00			
See						
Annual	PA17-02 Lincoln Terrace			PA17-02 Lincoln Terrace		
Statement						
	PA17-04 Highland Terrace			PA17-04 Highland Terrace		
		Replace Stoves	\$0.00		Replace Roofs	\$100,000.00
	PA17-05 Valley View Terrace	Replace Refrigerators	\$72,600.00	PA17-05 Valley View Terrace		
		Replace Stoves	\$56,100.00			
	PA17-08 Jollick Manor			PA17-08 Jollick Manor		
	PA17-09 California Terrace			PA17-09 California Terrace	Replace Roofs	\$255,000.00
					Upgrade Front Canopies	\$184,044.00
					Replace Front Stoops	\$138,000.00
	PA17-12 Canonsburg Sites			PA17-12 Canonsburg Sites		
					Install Dryer Vents	\$7,500.00
					Install Stair Tread Covers	\$45,000.00
	PA17-14 Highland Apts			PA17-14 Highland Apts		
	PA17-15 Maple View			PA17-15 Maple View		
	PA17-16 Donora Townhse	Replace Entry Doors	\$54,000.00	PA17-16 Donora Townhse		
		Replace Storm Doors	\$14,544.00			
		Rplace Roofs	\$275,000.00			
		Sub-Total CFP Est Cost:	\$712,244.00		Sub-Total CFP EstCost:	\$729,544.00

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 I: Summary				
PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: PA28P01750102		Federal FY of Grant: 2002
X Original Annual Statement		Reserve for Disasters/ Emergencies:		Revised Annual Statement (revision no:)
Performance and Evaluation Report for Period Ending:		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			
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			
17	1495.1 Relocation Costs			
18	1499 Development Activities	\$23,469.00		
19	1501 Collateralization or Debt Service			
20	1502 Contingency			
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$23,469.00		
22	Amount of line 21 Related to LBP Activities			
23	Amount of line 21 Related to Section 504 compliance			
24	Amount of line 21 Related to Security – Soft Costs			
25	Amount of Line 21 Related to Security – Hard Costs			
26	Amount of line 21 Related to Energy Conservation Measures			

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 I: Summary				
PHA Name: Washington County Housing Authority		Grant Type and Number		Federal FY of Grant: 2001
100 Crumrine Tower, Franklin Street		Capital Fund Program Grant No: PA28PO1750101		
Washington, PA 15301-6995		Replacement Housing Factor Grant No:		
Original Annual Statement	Reserve for Disasters/ Emergencies:		X Revised Annual Statement (revision no: 1)	
X Performance and Evaluation Report for Period Ending: 3/31/02	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	\$189,015.00	\$189,015.00	\$25,994.07	\$25,994.07
3 1408 Management Improvements	\$187,000.00	\$187,000.00	\$27,415.60	\$27,415.60
4 1410 Administration	\$175,000.00	\$175,000.00	\$106,291.18	\$106,291.18
5 1411 Audit				
6 1415 Liquidated Damages				
7 1430 Fees and Costs	\$86,500.00	\$86,500.00	\$24,664.50	\$24,664.50
8 1440 Site Acquisition				
9 1450 Site Improvement	\$350,731.00	\$350,731.00		
10 1460 Dwelling Structures	\$655,500.00	\$655,500.00		
11 1465.1 Dwelling Equipment—Nonexpendable	\$41,000.00	\$41,000.00		
12 1470 Nondwelling Structures				
13 1475 Nondwelling Equipment	\$15,000.00	\$15,000.00		
14 1485 Demolition				
15 1490 Replacement Reserve				
16 1492 Moving to Work Demonstration				
17 1495.1 Relocation Costs	\$52,000.00	\$52,000.00		
18 1499 Development Activities				
19 1501 Collateralization or Debt Service				
20 1502 Contingency				
21 Amount of Annual Grant: (sum of lines 2 – 20)	\$1,751,746.00	\$1,751,746.00	\$184,365.35	\$184,365.35
22 Amount of line 21 Related to LBP Activities	\$321,000.00	\$321,000.00		
23 Amount of line 21 Related to Section 504 compliance				
24 Amount of line 21 Related to Security – Soft Costs				
25 Amount of Line 21 Related to Security – Hard Costs				
26 Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995	Grant Type and Number: Capital Fund Program Grant No: PA28PO1750101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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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
				Original	Revised	Funds Obligated	Funds Expended	
PA17-01 Maple Terrace								
	Repave Drive Roads	1450	As Needed	\$80,000.00	\$80,000.00			
	Repave Parking Areas	1450	As Needed	\$93,731.00	\$93,731.00			
	Upgrade Landscaping	1450	As Needed	\$20,000.00	\$20,000.00			
	Lead Based Paint Aabatement	1460	31 Units	\$155,000.00	\$155,000.00			
	Relocation	1495	As Needed	\$25,000.00	\$25,000.00			
PA 17-02 Lincoln Terrace								
	Replace Retaining Wall (Regrade Slope)	1450	100%	\$100,000.00	\$100,000.00			
	Install Site Signage and Index Map	1450	As Needed	\$7,000.00	\$7,000.00			
	Install New Tub Surrounds and Showers	1460	46 Units	\$60,000.00	\$60,000.00			
	Lead Based Paint Abatement	1460	9 Units	\$45,000.00	\$45,000.00			
	Relocation	1495	As Needed	\$9,000.00	\$9,000.00			
PA 17-04 Highland Terrace								
	Replace Railings on Boiler Room Stairs	1450	As Needed	\$50,000.00	\$50,000.00			

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995		Grant Type and Number Capital Fund Program Grant No: PA28PO1750101 Replacement Housing Factor Grant No:		Federal FY of Grant: 2001			
Development Number Name / HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work	
				Original	Revised	Funds Obligated	Funds Expended
PA 17-05 Valley View Terrace							
	Lead Based Paint Abatement	1460	10 Units	\$121,000.00	\$121,000.00		
	Relocation	1495	As Needed	\$9,000.00	\$9,000.00		
PA 17-08 Crumrine Tower							
	Install New Mailbox System	1460	1	\$1,500.00	\$1,500.00		
PA 17-09 California Terrace							
	Rexonstruct Wood Floors (2nd Floor)	1460	24 Units	\$120,000.00	\$120,000.00		
	Reroute Kitchen Plumbing	1460	18 Units	\$45,000.00	\$45,000.00		
	Install Showers	1460	24 Units	\$60,000.00	\$60,000.00		
	Instll Tile - Bathroom Floors	1460	24 Units	\$44,000.00	\$44,000.00		
	Relocation	1495	As Needed	\$9,000.00	\$9,000.00		
PA 17-17 Nathan Goff Jr. Apt							
	Install Stove Backsplashes	1460	75 Units	\$4,000.00	\$4,000.00		
	Replace Stoves	1465	75 Units	\$41,000.00	\$41,000.00		

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995		Grant Type and Number Capital Fund Program Grant No: PA28PO1750101 Replacement Housing Factor Grant No:		Federal FY of Grant: 2001			
Development Number Name / HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work	
				Original	Revised	Funds Obligated	Funds Expended
HA-Wide Activities							
1406 Operations	Extraordinary Maintenance	1406		\$35,000.00	\$35,000.00		
	Replacement Equipmentq(non-expendable)	1406		\$30,000.00	\$30,000.00		
	Property Betterments and Additions	1406		\$20,000.00	\$20,000.00		
	General	1406		\$104,015.00	\$104,015.00	\$ 25,994.07	\$ 25,994.07
		1406	Total	\$189,015.00	\$189,015.00	\$ 25,994.07	\$ 25,994.07
1408 Mgmt. Improvements							
	Communications Support	1408		\$15,000.00	\$ 11,000.00		
	Development Coordinator	1408		\$46,000.00	\$46,000.00		
	Computer Software	1408		\$15,000.00	\$15,000.00		
	Computer Training	1408		\$20,000.00	\$20,000.00		
	Computer Maintenance	1408		\$16,000.00	\$ 20,000.00	\$ 19,495.70	\$ 19,495.70
	Computer Consultant	1408		\$30,000.00	\$30,000.00		
	Management Update Consultant	1408		\$10,000.00	\$10,000.00		
	Vacancy Improvement - Advertising	1408		\$5,000.00	\$5,000.00		
	Constables	1408		\$30,000.00	\$30,000.00	\$ 7,920.00	\$ 7,920.00
			Total	\$187,000.00	\$187,000.00	\$ 27,415.70	\$ 27,415.70
1410 Administration							
	Salaries						
	Executive Director	1410		\$10,000.00	\$10,000.00	\$ 4,238.50	\$ 4,238.50
	Inspector	1410		\$18,000.00	\$18,000.00	\$ 14,792.00	\$ 14,792.00
	Maintenance Aide	1410		\$15,000.00	\$15,000.00	\$ 14,090.00	\$ 14,090.00
	Comptroller	1410		\$10,000.00	\$10,000.00	\$ 1,859.50	\$ 1,859.50
	Maintenance Aide	1410		\$19,000.00	\$19,000.00	\$ 14,090.00	\$ 14,090.00
	Mod. Payroll Clerk	1410		\$21,000.00	\$21,000.00	\$ 10,344.00	\$ 10,344.00
	Stock Clerk	1410		\$21,000.00	\$21,000.00	\$ 10,209.50	\$ 10,209.50
	Purchasing Agent	1410		\$5,500.00	\$5,500.00	\$ 1,662.50	\$ 1,662.50
	Accountant	1410		\$5,500.00	\$5,500.00	\$ 3,043.50	\$ 3,043.50
		1410	Sub-Total	\$125,000.00	\$125,000.00	\$ 74,329.50	\$ 74,329.50

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

PHA Name: Washington County Housing Authority

Grant Type and Number

Capital Fund Program Grant No: PA28PO1750101

Replacement Housing Factor Grant No:

Federal FY of Grant:

2001

Development Number / Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PA17-01 Maple Terrace	6/30/2003	9/30/2003		6/30/2004	9/30/2005		Error in original submission
PA17-02 Lincoln Terrace	6/30/2003	9/30/2003		6/30/2004	9/30/2005		Error in original submission
PA17-04 Highland Terrace	6/30/2003	9/30/2003		6/30/2004	9/30/2005		Error in original submission
PA17-05 Valley View Terrace	6/30/2003	9/30/2003		6/30/2004	9/30/2005		Error in original submission
PA17-08 Crumrine Tower	6/30/2003	9/30/2003		6/30/2004	9/30/2005		Error in original submission
PA17-09 California Terrace	6/30/2003	9/30/2003		6/30/2004	9/30/2005		Error in original submission
PA17-17 Nathan Goff Jr. Apts	6/30/2003	9/30/2003		6/30/2004	9/30/2005		Error in original submission
1406 Operations	6/30/2003	9/30/2003		6/30/2004	9/30/2005		Error in original submission
1408 Mgmnt. Improvements	6/30/2003	9/30/2003		6/30/2004	9/30/2005		Error in original submission
1410 Administration	6/30/2003	9/30/2003		6/30/2004	9/30/2005		Error in original submission
1430 Fees and Costs	6/30/2003	9/30/2003		6/30/2004	9/30/2005		Error in original submission
1475 Nondwelling Equipment	6/30/2003	9/30/2003		6/30/2004	9/30/2005		Error in original submission
1495 Relocation	6/30/2003	9/30/2003		6/30/2004	9/30/2005		Error in original submission

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 I: Summary				
PHA Name: Washington County Housing Authority		Grant Type and Number		Federal FY of Grant: 2001
100 Crumrine Tower, Franklin Street		Capital Fund Program Grant No:		
Washington, PA 15301-6995		Replacement Housing Factor Grant No:PA28P01750101		
Original Annual Statement	Reserve for Disasters/ Emergencies		Revised Annual Statement (revision no:)	
X Performance and Evaluation Report for Period Ending:March 31, 2002	Final Performance and Evaluation			
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			
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			
17	1495.1 Relocation Costs			
18	1499 Development Activities	\$21,269.00		
19	1501 Collateralization or Debt Service			
20	1502 Contingency			
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$21,269.00		
22	Amount of line 21 Related to LBP Activities			
23	Amount of line 21 Related to Section 504 compliance			
24	Amount of line 21 Related to Security – Soft Costs			
25	Amount of Line 21 Related to Security – Hard Costs			
26	Amount of line 21 Related to Energy Conservation Measures			

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 I: Summary				
PHA Name: Washington County Housing Authority		Grant Type and Number		Federal FY of Grant: 2000
100 Crumrine Tower, Franklin Street		Capital Fund Program Grant No: PA28PO1750100		
Washington, PA 15301-6995		Replacement Housing Factor Grant No:		
Original Annual Statement	Reserve for Disasters/ Emergencies:		X Revised Annual Statement (revision no: 2)	
X Performance and Evaluation Report for Period Ending: 3/31/02	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	\$245,954.00	\$239,735.00	\$239,735.00 \$239,734.55
3	1408 Management Improvements	\$165,758.00	\$113,756.00	\$74,051.13 \$74,051.13
4	1410 Administration	\$165,758.00	\$161,940.00	\$161,940.00 \$161,939.70
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs	\$84,003.00	\$94,315.00	\$65,677.00 \$65,676.04
8	1440 Site Acquisition			
9	1450 Site Improvement	\$0.00	\$118,000.00	\$118,000.00
10	1460 Dwelling Structures	\$885,000.00	\$943,424.00	\$294,043.50 \$71,106.05
11	1465.1 Dwelling Equipment—Nonexpendable	\$61,000.00	\$20,221.00	\$12,471.00 \$5,471.00
12	1470 Nondwelling Structures	\$75,000.00	\$46,200.00	\$46,200.00 \$0.00
13	1475 Nondwelling Equipment	\$39,873.00	\$0.00	\$0.00 \$0.00
14	1485 Demolition			
15	1490 Replacement Reserve			
16	1492 Moving to Work Demonstration			
17	1495.1 Relocation Costs	\$15,500.00	\$255.00	\$255.00 \$255.00
18	1499 Development Activities			
19	1501 Collateralization or Debt Service			
20	1502 Contingency			
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$1,737,846.00	\$1,737,846.00	\$1,012,372.63 \$618,233.47
22	Amount of line 21 Related to LBP Activities	\$65,500.00	\$0.00	
23	Amount of line 21 Related to Section 504 compliance	\$15,000.00	\$15,000.00	
24	Amount of line 21 Related to Security – Soft Costs			
25	Amount of Line 21 Related to Security – Hard Costs			
26	Amount of line 21 Related to Energy Conservation Measures	\$207,000.00	\$207,000.00	

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995		Grant Type and Number: Capital Fund Program Grant No: PA28PO1750100 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000		
Development Number Name / HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work	
				Original	Revised	Funds Obligated	Funds Expended
PA17-02 Lincoln Terrace							
	Replace Furnaces	1460	1	\$153,000.00	\$55,431.00	\$55,430.50	\$55,430.50
	Install New Tub Surrounds	1460	1	\$0.00	\$68,460.00		5 Year Plan
PA17-03 Frederick Terrace							
	Lead Based Paint Abatement	1460	31 Units	\$25,000.00	\$0.00		
	Relocation	1495	As Needed	\$3,500.00	\$0.00		
PA 17-04 Highland Terracae							
	Replace Exterior Doors and Jambs	1460		\$152,500.00	\$121,584.00	\$121,584.00	
	Replace Boiler Room Railings	1470	1	\$0.00	\$46,200.00	\$46,200.00	5 Year Plan
	Replace Storm Doors	1460	205	\$45,000.00	\$50,000.00	\$45,000.00	
	Replace All Building Roofs	1460	1	\$0.00	\$403,123.00		5 Year Plan
	Replace HW Tanks	1465	19	\$54,000.00	\$0.00		
	Lead Based Paint Abatement	1460	1 Unit	\$30,000.00	\$0.00		
	Relocation	1495	As Needed	\$7,000.00	\$0.00		
PA 17-08 Crumrine Tower							
	Install Air Conditioning	1460	20 Units	\$125,000.00	\$61,728.00		
	Convert 15 Efficiencies to 10 1-BR Units	1460		\$360,000.00	\$45,311.00		
	Asbestos Abatement	1460	15 Units	\$50,000.00	\$16,429.00	\$16,429.00	

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995		Grant Type and Number Capital Fund Program Grant No: PA28PO1750100 Replacement Housing Factor Grant No:		Federal FY of Grant: 2000			
Development Number Name / HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work	
				Original	Revised	Funds Obligated	Funds Expended
	Install Stove Backsplashes	1460	20 Units	\$5,000.00	\$0.00		
	Install Handrails in corridors	1460	1	\$50,000.00	\$0.00		
	Relocation	1495	As Needed	\$5,000.00	\$0.00		
	Purchase New Stoves	1465	25	\$8,000.00	\$5,471.00	\$5,471.00	\$5,471.00
	Purchase New Refrigerators	1465	25	\$12,000.00	\$7,750.00		
PA 17-09 California Terrace	Construct New Community Room	1460	1	\$75,000.00	\$44,900.00	\$44,900.00	\$15,675.55
	Install New Floors and Showers in Bathrooms	1460	1	\$0.00	\$65,758.00		5 Year Plan
	Relocation	1495	As Needed	\$0.00	\$255.00	\$255.00	\$255.00 5 Year Plan
PA 17-10 California Manor	Install New Chimney Caps	1465	4	\$4,500.00	\$0.00		
	Replace Exterior Doors	1465	4	\$7,000.00	\$7,000.00	\$7,000.00	
PA 17-21 Bassetstown Manor	Replace Floorcoverings	1460	As Needed	\$0.00	\$10,700.00	\$10,700.00	Health & Safety Issue
PA 17-01 Maple Terracae	Repave Drive Roads	1450	As Needed	\$0.00	\$50,000.00	\$50,000.00	5 Year Plan
	Repave Parking Area	1450	As Needed	\$0.00	\$68,000.00	\$68,000.00	5 Year Plan

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995		Grant Type and Number Capital Fund Program Grant No: PA28PO1750100 Replacement Housing Factor Grant No:		Federal FY of Grant: 2000			
Development Number Name / HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work	
				Original	Revised	Funds Obligated	Funds Expended
HA-Wide Activities							
1406 Operations	Extraordinary Maintainence	1406		\$45,000.00	\$35,332	\$35,332.05	\$35,332.05
	Replacement Equipment(non-expendable)	1406		\$35,000.00	\$31,706	\$31,705.78	\$31,705.78
	Property Betterments and Additions	1406		\$20,000.00	\$0	\$0.00	\$0.00
	Maintenance Laborer	1406	2	\$30,000.00	\$78,226	\$78,225.84	\$78,225.84
	General	1406		\$115,954.00	\$94,471	\$94,470.88	\$94,470.88
			Total	\$245,954.00	\$239,735	\$239,734.55	\$239,734.55
1408 Mgmt. Improvements	Communications Support	1408		\$50,258.00	\$45,158.00	\$33,319.63	\$33,319.63
	Development Coordinator	1408		\$46,500.00	\$41,500.00	\$33,649.00	\$33,649.00
	Computer Software	1408		\$40,000.00	\$0.00	\$0.00	\$0.00
	Computer Training	1408		\$16,000.00	\$15,000.00	\$650.00	\$650.00
	Management Update Consultant	1408		\$13,000.00	\$12,098.00	\$6,432.50	\$6,432.50
			Total	\$165,758.00	\$113,756.00	\$74,051.13	\$74,051.13
1410 Administration							
	Salaries						
	Executive Director	1410		\$8,396.00	\$6,113	\$6,113.25	\$6,113.25
	Inspector	1410		\$29,284.00	\$21,335	\$21,334.50	\$21,334.50
	Maintenance Aide	1410		\$11,778.00	\$16,754	\$16,754.25	\$16,754.25
	Comptroller	1410		\$3,683.00	\$2,682	\$2,682.00	\$2,682.00
	Maintenance Aide	1410		\$23,009.00	\$20,420	\$20,420.25	\$20,420.25
	Mod. Payroll Clerk	1410		\$20,490.00	\$14,920	\$14,919.75	\$14,919.75
	Stock Clerk	1410		\$20,321.00	\$14,797	\$14,796.75	\$14,796.75
	Purchasing Agent	1410		\$3,292.00	\$2,397	\$2,397.00	\$2,397.00
	Accountant	1410		\$6,029.00	\$4,390	\$4,389.75	\$4,389.75
		1410	Sub-Total	\$126,282.00	\$103,808	\$103,807.50	\$103,807.50

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

PHA Name: Washington County Housing Authority

Grant Type and Number

Federal FY of Grant: 2000

Capital Fund Program Grant No: PA28PO1750100

Replacement Housing Factor Grant No:

Development Number / Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PA17-01 Maple Terrace	9/30/2002			9/30/2003			
PA17-02 Lincoln Terrace	9/30/2002			9/30/2003			
PA17-04 Highland Terrace	9/30/2002			9/30/2003			
PA17-05 Valley View Terrace	9/30/2002			9/30/2003			
PA17-08 Crumrine Tower	9/30/2002			9/30/2003			
PA17-09 California Terrace	9/30/2002			9/30/2003			
PA17-17 Nathan Goff Jr. Apts	9/30/2002			9/30/2003			
1406 Operations	9/30/2002			9/30/2003			
1408 Mgmt. Improvements	9/30/2002			9/30/2003			
1410 Administration	9/30/2002			9/30/2003			
1430 Fees and Costs	9/30/2002			9/30/2003			
1475 Nondwelling Equipment	9/30/2002			9/30/2003			
1495 Relocation	9/30/2002			9/30/2003			

COMPREHENSIVE GRANT PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report

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

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995	Grant Type and Number Comprehensive Grant No: PA28P017701799 Replacement Housing Factor Grant No:	Federal FY of Grant: 1999
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<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters / Emergencies	<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2)
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: March 31, 2002		<input type="checkbox"/> Final Performance and Evaluation Report

Line No	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	\$301,000.00	\$301,000.00	\$301,000.00	\$293,999.47
4	1410 Administration	\$174,270.00	\$174,270.00	\$174,270.00	\$148,920.70
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$104,585.00	\$84,585.00	\$84,585.00	\$77,436.39
8	1440 Site Acquisition				
9	1450 Site Improvement	\$394,000.00	\$342,681.69	\$342,681.69	\$197,198.17
10	1460 Dwelling Structures	\$492,290.00	\$681,227.33	\$681,227.33	\$550,036.52
11	1465.1 Dwelling Equipment—Nonexpendable	\$21,250.00	\$18,867.50	\$18,867.50	\$18,867.50
12	1470 Nondwelling Structures	\$126,500.00	\$109,316.00	\$109,316.00	\$71,440.00
13	1475 Nondwelling Equipment	\$30,000.00	\$29,947.48	\$29,947.48	\$29,947.48
14	1485 Demolition	\$70,000.00	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$32,000.00	\$4,000.00	\$4,000.00	\$3,268.75
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$1,745,895.00	\$1,745,895.00	\$1,745,895.00	\$1,391,114.98
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995		Grant Type and Number Comprehensive Grant No: PA28P017701799 Replacement Housing Factor Grant No:			Federal FY of Grant: 1999			
Development Number	Name	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work	
					Original	Revised	Funds Obligated	Funds Expended
PA17-01	Maple Terrace	Replace concrete walks, curbs, and site stairs	1450	50%	\$0.00	\$151,572.91	\$151,572.91	\$71,963.00
		Replace stoops and railings	1450	50%	\$0.00	\$140,502.10	\$140,502.10	\$125,235.17
		Upgrade landscape	1450	As needed	\$50,000.00	\$0.00	\$0.00	\$0.00
		Provide site signage / index maps	1450	As needed	\$9,000.00	\$0.00	\$0.00	\$0.00
		Install dumpster courts	1450	As needed	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00
		Install new storm drains	1450	As needed	\$45,000.00	\$17,606.68	\$17,606.68	\$0.00
		Upgrade storm drains	1450	As needed	\$45,000.00	\$8,000.00	\$8,000.00	\$0.00
		Office security	1470	As needed	\$15,500.00	\$0.00	\$0.00	\$0.00
PA17-02	Lincoln Terrace	Replace storm doors	1460	74	\$65,500.00	\$29,785.30	\$29,785.30	\$29,785.00
		Office security	1470	1	\$13,500.00	\$0.00	\$0.00	\$0.00
PA17-03	Frederick Terrace	Install illuminated unit numbers	1460	100%	\$6,500.00	\$0.00	\$0.00	\$0.00
		Restore gas house	1470	1	\$12,500.00	\$37,876.00	\$37,876.00	\$0.00
PA17-04	Highland Terrace	Building demolition	1490	2	\$70,000.00	\$0.00	\$0.00	\$0.00
		Install illuminated unit numbers	1460	100%	\$7,000.00	\$0.00	\$0.00	\$0.00

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

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995		Grant Type and Number Comprehensive Grant No: PA28P017701799 Replacement Housing Factor Grant No:		Federal FY of Grant: 1999				
Development Number	Name	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work	
					Original	Revised	Funds Obligated	Funds Expended
PA17-08	CrumrineTower	Install air conditioning	1460	50%	\$75,000.00	\$125,758.11	\$125,758.11	\$0.00
		Unit conversion	1460	50%	\$265,000.00	\$444,527.51	\$444,527.51	\$444,527.51
		Install stove backsplashes	1460	50%	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00
		Replace ranges	1465.1	25	\$8,000.00	\$11,517.50	\$11,517.50	\$11,517.50
		Replace refrigerators	1465.1	25	\$12,000.00	\$7,350.00	\$7,350.00	\$7,350.00
		Relocation	1495	As needed	\$16,000.00	\$4,000.00	\$4,000.00	\$3,268.75
PA17-09	California Terrace	Install illuminated unit numbers	1460	100%	\$1,250.00	\$0.00	\$0.00	\$0.00
PA17-16	Donora Sites	Install illuminated unit numbers	1460	100%	\$1,000.00	\$0.00	\$0.00	\$0.00
PA17-17	Nathan Goff Jr.	Upgrade elevator controls	1460	100%	\$85,000.00	\$73,233.20	\$73,233.20	\$72,800.80
		Relocation	1495	As needed	\$16,000.00	\$0.00	\$0.00	\$0.00
PA17-19	Mon. Townhouses	Install illuminated unit numbers	1460	100%	\$1,000.00	\$0.00	\$0.00	\$0.00
PA17-20	Bentley Towers	Remove water storage tanks	1460	3	\$66,290.00	\$2,923.21	\$2,923.21	\$2,923.21
		Replace windows	1470	100%	\$160,000.00	\$71,440.00	\$71,440.00	\$71,440.00
		Clean and seal stucco	1460	100%	\$60,000.00	\$125,000.00	\$0.00	\$0.00

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

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995		Grant Type and Number Comprehensive Grant No: PA28P017701799 Replacement Housing Factor Grant No:			Federal FY of Grant: 1999			
HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work		
				Original	Revised	Funds Obligated	Funds Expended	
Administration: Salaries								
	Executive Director	1410		\$2,118.00	\$2,118.00	\$2,118.00	\$2,391.23	
	Mod. Inspectors	1410		\$13,640.00	\$13,640.00	\$13,640.00	\$9,627.69	
	Dep. Exec. Director	1410		\$1,024.00	\$1,024.00	\$1,024.00	\$0.00	
	Comptroller	1410		\$1,500.00	\$1,500.00	\$1,500.00	\$1,018.40	
	Resident Coordinator	1410		\$16,500.00	\$16,500.00	\$16,500.00	\$0.00	
	Mod. Payroll Clerk	1410		\$16,500.00	\$16,500.00	\$16,500.00	\$10,343.76	
	Clerk	1410		\$16,500.00	\$16,500.00	\$16,500.00	\$464.36	
	Future Helper	1410		\$23,000.00	\$23,000.00	\$23,000.00	\$14,880.16	
	Maint. Laborer	1410		\$10,000.00	\$10,000.00	\$10,000.00	\$54,832.80	
	Asst. Proj. Mgr. (part-time)	1410		\$17,500.00	\$17,500.00	\$17,500.00	\$10,844.82	
	Purchasing Agent	1410		\$3,500.00	\$3,500.00	\$3,500.00	\$1,396.20	
	Accountant	1410		\$4,500.00	\$4,500.00	\$4,500.00	\$2,351.58	
				SUBTOTAL	\$126,282.00	\$126,282.00	\$126,282.00	\$108,151.00
Administration: Benefits								
	Executive Director	1410		\$805.00	\$805.00	\$805.00	\$908.68	
	Mod. Inspectors	1410		\$5,184.00	\$5,184.00	\$5,184.00	\$3,643.50	
	Dep. Exec. Director	1410		\$389.00	\$389.00	\$389.00	\$0.00	
	Comptroller	1410		\$570.00	\$570.00	\$570.00	\$386.99	
	Resident Coordinator	1410		\$6,270.00	\$6,270.00	\$6,270.00	\$0.00	
	Mod. Payroll Clerk	1410		\$6,270.00	\$6,270.00	\$6,270.00	\$3,916.04	
	Clerk	1410		\$6,270.00	\$6,270.00	\$6,270.00	\$0.00	
	Future Helper	1410		\$4,940.00	\$4,940.00	\$4,940.00	\$5,633.08	
	Maint. Laborer	1410		\$7,600.00	\$7,600.00	\$7,600.00	\$20,743.72	
	Asst. Proj. Mgr. (part-time)	1410		\$6,650.00	\$6,650.00	\$6,650.00	\$4,105.74	
	Purchasing Agent	1410		\$1,330.00	\$1,330.00	\$1,330.00	\$529.11	
	Accountant	1410		\$1,710.00	\$1,710.00	\$1,710.00	\$902.84	
				SUBTOTAL	\$47,988.00	\$47,988.00	\$47,988.00	\$40,769.70
				TOTAL	\$174,270.00	\$174,270.00	\$174,270.00	\$148,920.70

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

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995			Grant Type and Number Comprehensive Grant No: PA28P017701799 Replacement Housing Factor Grant No:			Federal FY of Grant: 1999	
HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Obligated (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PA17-01 Maple Terrace	9/30/2000	3/31/2001		9/30/2001	9/30/2002		Error in original submission
PA17-02 Lincalonterrace	9/30/2000	3/31/2001		9/30/2001	9/30/2002		Error in original submission
PA17-03 Frederick Terrace	9/30/2000	3/31/2001		9/30/2001	9/30/2002		Error in original submission
PA17-04 Highland Terrace	9/30/2000	3/31/2001		9/30/2001	9/30/2002		Error in original submission
PA17-05 Valley View Terrace	9/30/2000	3/31/2001		9/30/2001	9/30/2002		Error in original submission
PA17-08 Jollick Manor	9/30/2000	3/31/2001		9/30/2001	9/30/2002		Error in original submission
PA17-08 Crumrine Tower	9/30/2000	3/31/2001		9/30/2001	9/30/2002		Error in original submission
PA17-09 Riverview Apts	9/30/2000	3/31/2001		9/30/2001	9/30/2002		Error in original submission
PA17-10 California Manor	9/30/2000	3/31/2001		9/30/2001	9/30/2002		Error in original submission
PA17-12 Cannonsburg Sites	9/30/2000	3/31/2001		9/30/2001	9/30/2002		Error in original submission
PA17-17 Nathan Goff Jr.	9/30/2000	3/31/2001		9/30/2001	9/30/2002		Error in original submission
PA17-20 Bentley Towers	9/30/2000	3/31/2001		9/30/2001	9/30/2002		Error in original submission

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

COMPREHENSIVE GRANT PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report

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

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995	Grant Type and Number Comprehensive Grant No: PA28P017701798 Replacement Housing Factor Grant No:	Federal FY of Grant: 1998
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Original Annual Statement Reserve for Disasters / Emergencies Revised Annual Statement (revision no: 2)
 Performance and Evaluation Report for Period Ending: 3-31-02 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	\$143,000.00	\$147,437.83	\$147,437.83	\$147,437.83
4	1410 Administration	\$138,289.00	\$156,940.00	\$156,940.00	\$156,940.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$106,617.00	\$159,641.62	\$159,641.62	\$159,641.62
8	1440 Site Acquisition				
9	1450 Site Improvement	\$205,000.00	\$232,012.39	\$232,012.39	\$232,012.39
10	1460 Dwelling Structures	\$876,350.00	\$781,308.24	\$781,308.24	\$781,308.24
11	1465.1 Dwelling Equipment—Nonexpendable	\$18,150.00	\$52,962.00	\$52,962.00	\$52,962.00
12	1470 Nondwelling Structures	\$45,000.00	\$13,531.00	\$13,531.00	\$13,531.00
13	1475 Nondwelling Equipment	\$13,000.00	\$25,572.92	\$25,572.92	\$25,572.92
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$24,000.00	\$0.00	\$0.00	\$0.00
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$1,569,406.00	\$1,569,406.00	\$1,569,406.00	\$1,569,406.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995			Grant Type and Number Comprehensive Grant No: PA28P017701798 Replacement Housing Factor Grant No:			Federal FY of Grant: 1998		
Development Number Name	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA17-01 Maple Terrace	Replace concrete walks, curbs, and site stairs	1450	50%	\$100,000.00	\$71,963.00	\$71,963.00	\$71,963.00	
	Replace stoops and railings	1460	50%	\$180,000.00	\$140,502.10	\$140,502.10	\$140,502.10	
	Replace Refrigerators	1465	100%	\$0.00	\$31,125.00	\$31,125.00	\$31,125.00	
PA17-02 Lincalor Terrace	Replace windows	1460	100%	\$45,000.00	\$48,000.00	\$48,000.00	\$48,000.00	
	Install access panels (bathrooms)	1460	100%	\$12,500.00	\$0.00	\$0.00	\$0.00	
PA17-03 Frederick Terrace	Install new sidewalks	1450	1	\$0.00	\$17,606.68	\$17,606.68	\$17,606.68	From 96CGP
PA17-04 Highland Terrace	Install new boilers	1460	As needed	\$0.00	\$3,284.00	\$3,284.00	\$3,284.00	From 96CGP
	Storage room addition (administration building)	1470	As needed	\$0.00	\$10,550.50	\$10,550.50	\$10,550.50	From 96CGP
PA17-05 Valley View Terrace	Install new parking lot at building 12B	1450	1	\$55,000.00	\$71,123.85	\$71,123.85	\$71,123.85	
	Install new parking lot at building 1B	1450	1	\$35,000.00	\$38,297.46	\$38,297.46	\$38,297.46	
	Install illuminated unit numbers	1470	As needed	\$0.00	\$2,980.50	\$2,980.50	\$2,980.50	From 96CGP
PA17-08 Jollick Manor	Upgrade site electric service	1460	As needed	\$100,000.00	\$37,876.00	\$37,876.00	\$37,876.00	
	Install new concrete walks	1450	As needed	\$0.00	\$8,881.30	\$8,881.30	\$8,881.30	From 96CGP
	Replace dwelling unit roofs	1460	50%	\$205,000.00	\$0.00	\$0.00	\$0.00	Moved to 97CGP

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

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995		Grant Type and Number Comprehensive Grant No: PA28P017701798 Replacement Housing Factor Grant No:		Federal FY of Grant: 1998				
Development Number Name	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA17-08 CrumrineTower	Replace annex roof	1460	100%	\$25,000.00	\$39,713.00	\$39,713.00	\$39,713.00	
	Replace building G roof	1460	100%	\$20,000.00	\$25,499.00	\$25,499.00	\$25,499.00	
PA17-09 Riverview Apts	Unit conversion	1460	1%	\$0.00	\$6,113.94	\$6,113.94	\$6,113.94	From 96CGP
PA17-10 California Manor	Remodel kitchens	1460	29%	\$316,000.00	\$142,307.55	\$142,307.55	\$142,307.55	
	Install stove backsplashes	1460	29%	\$2,850.00	\$2,850.00	\$2,850.00	\$2,850.00	
	Replace Ranges	1465	29	\$8,000.00	\$12,325.00	\$12,325.00	\$12,325.00	
	Replace Refrigerators	1465	29	\$10,150.00	\$9,512.00	\$9,512.00	\$9,512.00	
	Relocation	1495	As needed	\$24,000.00	\$0.00	\$0.00	\$0.00	
	Remove downspouts from sanitary sewer system	1450	As needed	\$12,500.00	\$0.00	\$0.00	\$0.00	
PA17-12 Cannonsburg Sites	Install illuminated unit numbers	1460	As needed	\$0.00	\$6,392.65	\$6,392.65	\$6,392.65	From 96CGP
PA17-17 Nathan Goff Jr.	Replace roof	1460	100%	\$70,000.00	\$105,491.00	\$105,491.00	\$105,491.00	
	Emergency pull station replacement	1460	100%	\$0.00	\$138,120.00	\$138,120.00	\$138,120.00	
PA17-20 Bentley Towers	Replace roof	1460	100%	\$45,000.00	\$85,159.00	\$85,159.00	\$85,159.00	
	Repave upper parking lot	1450	As needed	\$15,000.00	\$24,140.10	\$24,140.10	\$24,140.10	

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

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995			Grant Type and Number Comprehensive Grant No: PA28P017701798 Replacement Housing Factor Grant No:			Federal FY of Grant: 1998		
HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
A& E Costs and Fees	Design fees and sundry expenses	1430		\$106,617.00	\$159,641.62	\$159,641.62	\$159,641.62	
Non-Dwelling Equipment	Computer hardware	1475		\$13,000.00	\$25,572.92	\$25,572.92	\$25,572.92	
Management Improvements	Police - contract for elimination of drugs	1408		\$55,000.00	\$30,700.00	\$30,700.00	\$30,700.00	
	Development Coordinator	1408		\$47,000.00	\$42,000.00	\$42,000.00	\$42,000.00	
	Contract for computer software	1408		\$12,000.00	\$15,439.73	\$15,439.73	\$15,439.73	
	Computer training	1408		\$10,000.00	\$7,810.00	\$7,810.00	\$7,810.00	
	Plan update consultant (504)	1408		\$3,000.00	\$0.00	\$0.00	\$0.00	
	Management update consultant	1408		\$3,000.00	\$51,488.10	\$51,488.10	\$51,488.10	
		1408	Totals	\$143,000.00	\$147,437.83	\$147,437.83	\$147,437.83	
Administration	Salaries							
	Executive Director	1410		\$2,118.00	\$2,500.00	\$2,500.00	\$2,500.00	
	Mod. Inspectors	1410		\$13,640.00	\$13,640.00	\$13,640.00	\$13,640.00	
	Dep. Exec. Director	1410		\$1,024.00	\$2,500.00	\$2,500.00	\$2,500.00	
	Comptroller	1410		\$16,049.00	\$16,500.00	\$16,500.00	\$16,500.00	
	Mod. Payroll Clerk	1410		\$16,049.00	\$16,500.00	\$16,500.00	\$16,500.00	
	Clerk	1410		\$16,049.00	\$16,500.00	\$16,500.00	\$16,500.00	
	Maint. Laborer	1410		\$10,000.00	\$20,000.00	\$20,000.00	\$20,000.00	
	Asst. Proj. Mgr. (part-time)	1410		\$17,263.00	\$17,263.00	\$17,263.00	\$17,263.00	
	Purchasing Agent	1410		\$3,082.00	\$3,500.00	\$3,500.00	\$3,500.00	
	Accountant	1410		\$4,122.00	\$4,500.00	\$4,500.00	\$4,500.00	
		1410	Sub-Totals	\$99,396.00	\$113,403.00	\$113,403.00	\$113,403.00	
						1410 Cont...		

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

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995			Grant Type and Number Comprehensive Grant No: PA28P017701798 Replacement Housing Factor Grant No:			Federal FY of Grant: 1998	
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**Annual Statement/Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
 Part III: Implementation Schedule**

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Wasington, PA 15301-6995	Grant Type and Number Comprehensive Grant No: PA28P017701798 Replacement Housing Factor Grant No:	Federal FY of Grant: 1998
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HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Obligated (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PA17-01 Maple Terrace	9/30/2000	9/30/2000	9/30/2000	9/30/2001	6/30/2001	6/30/2001	
PA17-02 LincalonTerrace	9/30/2000	9/30/2000	9/30/2000	9/30/2001	6/30/2001	6/30/2001	
PA17-03 Frederick Terrace	9/30/2000	9/30/2000	9/30/2000	9/30/2001	6/30/2001	6/30/2001	
PA17-04 Highland Terrace	9/30/2000	9/30/2000	9/30/2000	9/30/2001	6/30/2001	6/30/2001	
PA17-05 Valley View Terrace	9/30/2000	9/30/2000	9/30/2000	9/30/2001	6/30/2001	6/30/2001	
PA17-08 Jollick Manor	9/30/2000	9/30/2000	9/30/2000	9/30/2001	6/30/2001	6/30/2001	
PA17-08 Crumrine Tower	9/30/2000	9/30/2000	9/30/2000	9/30/2001	6/30/2001	6/30/2001	
PA17-09 Riverview Apts	9/30/2000	9/30/2000	9/30/2000	9/30/2001	6/30/2001	6/30/2001	
PA17-10 California Manor	9/30/2000	9/30/2000	9/30/2000	9/30/2001	6/30/2001	6/30/2001	
PA17-12 Cannonsburg Sites	9/30/2000	9/30/2000	9/30/2000	9/30/2001	6/30/2001	6/30/2001	
PA17-17 Nathan Goff Jr.	9/30/2000	9/30/2000	9/30/2000	9/30/2001	6/30/2001	6/30/2001	
PA17-20 Bentley Towers	9/30/2000	9/30/2000	9/30/2000	9/30/2001	6/30/2001	6/30/2001	

