

U.S.DepartmentofHousingandUrbanDevelopment  
OfficeofPublicandIndianHousing

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ElkCountyHousingAuthority  
Johnsonburg,Pennsylvania

SmallPHAPlanUpdate  
AnnualPlanforFiscalYear: 2003

**Ms.KathleenLaughner**  
**ExecutiveDire ctor**

**NOTE:THISPHAPLANSTEMPLATE(HUD50075)ISTOBECOMPLETEDIN  
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

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HUD50075  
OMBApprovalNo:2577 -0226  
Expires:03/31/2002

## PHA Plan Agency Identification

**PHAName:** ElkCountyHousingAuthority

**PHANumber:** PA-54

**PHAFiscalYearBeginning:(mm/yyyy)** 10-2002

### PHA Plan Contact Information:

Name: Ms.KathleenLaughner,ExecutiveDirector

Phone: 814-965-2532

TDD:

Email: elk@penn.com

### Public Access to Information

**Information regarding any activities outlined in this plan can be obtained by contacting:**

**(select all that apply)**

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

### Display Locations For PHA Plans and Supporting Documents

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

- Main administrative office of the PHA  
⇒ Elk County Housing Authority  
PO Box 100 - Water Street Extension  
Johnsonburg, PA 15845
- PHA development management offices
- Main administrative office of the local, county or State government
- Public library
- PHA website
- Other (list below)

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

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

### PHA Programs Administered :

- Public Housing and Section 8       Section 8 Only       Public Housing Only

# Annual PHA Plan

Fiscal Year 20 03

[24CFR Part 903.7]

## i. Table of Contents

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For Attachments, indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. If the attachment is provided as a SEPARATE file submission from the PHA Plans file, provide the filename in parentheses in the space to the right of the title.

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<input type="checkbox"/> Other (List below, providing each attachment name)	

## ii. Executive Summary

[24CFR Part 903.79(r)]

At PHA option, provide a brief overview of the information in the Annual Plan

### ⇒ Executive Summary

The Quality Housing and Work Responsibility Act of 1998 (QHWRA) was signed into law in October 1998 as Title V of the 1999 HUD Appropriations Act. The QHWRA constitutes a substantial overhaul of HUD's public housing and Section 8 assistance programs. The Act provides for consolidation of public housing programs and decreased regulations of well managed public housing agencies. The QHWRA also enacts additional measures to protect access to housing assistance for the poorest of families, deconcentrate poverty in public housing, support families making the transition from welfare to work, and is designed to transform existing public housing into quality housing communities.

As part of the QHWRA, all Housing Authorities including the Elk County Housing Authority are required to develop a Public Housing Agency Plan. This Plan is to be developed by the Housing Authority with input from tenants, and other interested citizens. The Agency Plan is to consist of a "Five Year Plan", which describes the mission of the Authority and its long-range goals and objectives; and an "Annual Plan" which provides details about the PHA's immediate operations, program participants, program operations, tenant services and the Authority's strategy for improving general maintenance operations for the upcoming fiscal year. Smaller Housing Authorities including Elk County are permitted to develop a Small PHA Plan Update that updates the original Agency Plan. The entire Agency Plan must be updated every five years. The Agency Plan is to be used as an ongoing planning mechanism. Through this Agency Plan preparation process, the Housing Authority has examined its existing policies and procedures, its short and long term needs, and has attempted to develop a strategy to make more efficient use of federal assistance, and better serve its existing and future tenants. In addition, all existing policies are reviewed annually to ensure compliance with the newly enacted QHWRA and related regulations. Where non-compliance is found the policies are amended to conform to the new Act.

This Elk County Updated Plan provides a Summary of Policy Changes that are projected to take place beginning October 2002, an updated status on Agency Plan changes dealing with Demolition, Homeownership and Safety and Crime Prevention. The Updated Plan also discusses Consistency with the Commonwealth's Consolidated Plan, lists members of the Resident Advisory Board, discusses the issue of a Resident Board Member, identifies and updates any changes that are being made to the original Five-Year Plan and most importantly provides a full disclosure of exactly how the Authority is projecting to spend the 2003 allocation of federal Capital funds for improving public housing throughout Elk County.

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

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

- ⇒ The issue of reducing public housing vacancies and fully committing Section 8 funds will take center stage during the 2003 Plan Year.
  - With 170 of the 221 available Section 8 units occupied and over \$73,000 in unused Section 8 funds, the Authority is committed to improving Section 8 rent -updates. Toward this objective the Authority has requested a waiver from HUD to allow more Section 8 rental assistance to be used for a greater number of Elk County very low income families (as opposed to extremely low residents). The great majority of families applying for Section 8 housing are in the very low income range. HUD regulations are aimed at providing assistance to extremely low income families. Absent the granting of the waiver and the continuation of the low rent up of Section 8 units a significant reduction in Section 8 costs must be made.
  - One of the primary reasons for the Housing Authority's high public housing vacancy rate is the unwillingness of families throughout the County to move to Johnsonburg, the site of the only family public housing development. In an effort to reduce public housing vacancies the Housing Authority will begin to develop a vacancy reduction strategy. Initially this will include increased newspaper advertisement on the availability of low cost housing and the initiation of a radio advertising spot. Additionally, alternative uses to vacant public housing units will be explored.
  - In the area of identifying alternative uses to Public Housing, the Housing Authority will work closely with the newly created Elk County Redevelopment Authority to identify areas where the potential financial resources of the Redevelopment Authority can be effectively used in connection with the vacant units/buildings of the Housing Authority. Other Housing Authorities experiencing high vacancy rates have turned to local Redevelopment Authorities for funding assistance to create communitywide Head Start Programs and other programs in vacant Housing Authority space.
- ⇒ The Housing Authority has received waivers from HUD to reduce both the Public Housing and Section 8 Family Self-Sufficiency Programs (home ownership opportunities with tenant and Authority developing a down payment account) from 25 participants to 0. With no tenant interest in either program or the inability of many tenants to search the county for available home ownership opportunities, the program has remained inactive for a number of years.
- ⇒ Residents of Duffy Apartments have raised over \$7,000 from street corners solicitations; bake sales, yard sales and other similar fundraising projects toward the design and construction of a communitywide play ground to be located near Duffy Apartments. In addition, with support from the Housing Authority a \$10,000 grant from the Stack Pole Hall Foundation has been secured for this tenant initiated "Bring the Community Together" project. During the 2002 -2003 Plan Year the tenants believe the playground can become a reality.

**2.CapitalImprovementNeeds**

[24CFRPart903.79(g)]

Exemptions:Section8onlyPHAsarenotrequiredtocompletethiscomponent.

A. Yes No: IsthePHAeligibletoparticipateintheCFPinthefiscalyearcoveredbythis PHAPlan?

B.WhatistheamountofthePHA’sestimatedoractual(ifknown)CapitalFundProgramgrant forthepcomingyear? \$256,648.

C. Yes No DoesthePHAplantoparticipateintheCapitalFundPrograminthe upcomingyear?Ifyes,completetherestofComponent7.Ifno,skiptonextcomponent.

D.CapitalFundProgramGrantSubmissions

**(1)CapitalFundProgram5 -YearActio nPlan**

TheCapitalFundProgram5 -YearActionPlanisprovidedasAttachment pa054a01

**(2)CapitalFundProgramAnnualStatement**

TheCapitalFundProgramAnnualStatementisprovidedasAttachment pa054b01

**3.D emolitionandDisposition**

[24CFRPart903.79(h)]

Applicability:Section8onlyPHAsarenotrequiredtocompletethissection.

1. Yes No: DoesthePHAplantoconductanydemolitionordispositionactivities (pursuantto section18oftheU.S.HousingActof1937(42U.S.C. 1437p))intheplanFiscalYear?(If“No”,skiptonextcomponent;if “yes”,completeoneactivitydescriptionforeachdevelopment.)

2.ActivityDescription

<b>Demolition/DispositionActivityDescription (NotincludingActivitiesAssociatedwithHOPEVIorConversionActivities)</b>
1a.Developmentname:
1b.Development(project)number:
2.Activitytype:Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3.Applicationstatus(selectone) Approved <input type="checkbox"/> Submitted,pendingapproval <input type="checkbox"/> Plannedapplication <input type="checkbox"/>
4.Dateapplicationapproved,submitted,orplannedforsubmission: <u>(DD/MM/YY)</u>

<p>5. Number of units affected:</p> <p>6. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input type="checkbox"/> Total development</p>
<p>7. Relocation resources (select all that apply)</p> <p><input type="checkbox"/> Section 8 for        units</p> <p><input type="checkbox"/> Public housing for        units</p> <p><input type="checkbox"/> Preference for admission to other public housing or section 8</p> <p><input type="checkbox"/> Other housing for        units (describe below)</p>
<p>8. Timeline for activity:</p> <p>a. Actual or projected start date of activity:</p> <p>b. Actual or projected start date of relocation activities:</p> <p>c. Projected end date of activity:</p>

**4. Voucher Homeownership Program**

[24CFR Part 903.79(k)]

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

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

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

- Establishing a minimum homeowner down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment comes from the family's resources
- Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

**5. Safety and Crime Prevention: PHDEP Plan**

[24CFRPart903.7(m)]

ExemptionsSection8OnlyPHAsmay skiptothenextcomponentPHAseligibleforPHDEPFundsmustprovidea PHDEPPlanmeetingspecifiedrequirementspriortoreceiptofPHDEPFunds.

A.  Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan? **(HUD no longer funds the PHDEP)**

B. What is the amount of the PHA's estimated or actual (if known) PHDEP grant for the upcoming year? \$ \_\_\_\_\_

C.  Yes  No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.

D.  Yes  No: The PHDEP Plan is attached at Attachment \_\_\_\_\_

## **6. Other Information**

[24CFRPart903.79(r)]

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

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 attached at Attachment D. (Filename)

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

- The PHA changed portions of the PHA Plan in response to comments. A list of these changes is included  
 Yes  No: below or  
 Yes  No: at the end of the RAB Comments in Attachment \_\_\_\_\_.

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

Other: (list below)

## B. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)

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

⇒ The Elk County Housing Authority will strive to increase the number of employed persons living in assisted housing. In addition the Authority will attempt to attract support services for unemployed tenants through regular meetings with the Elk County Investment Board, the Northern Tier Community Action Agency and the Elk County Board of Assistance.

⇒ With the opening of the health care suite in the Dickinson Apartments in Ridgway, the Elk County Housing Authority is helping meet a major health care initiative in the Commonwealth's Consolidated Plan.

⇒ Through the implementation of the Authority's Capital Fund Improvements Program and continued maintenance efforts the overall livability and quality of life of assisted housing residents will be positively impacted.

Other: (list below)

3. PHA Requests for support from the Consolidated Plan Agency

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

⇒ The Housing Authority does not now request state financial assistance. However during the 2003 Plan the Authority will explore with the newly created Redevelopment Authority the possibility of securing outside assistance to deal with the Housing Authority's vacancy problem.

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

- ⇒ The funding supports provided by the state funded Welfare and Mental Health/Mental Retardation agencies provide public housing residents with support structures necessary to build/reconstruct useful lives.
- ⇒ Homeownership initiatives, especially those aimed at promoting the economic self sufficiency of public housing residents.
- ⇒ Provides supportive services to improve the living environment .

## **C. Criteria for Substantial Deviation and Significant Amendments**

## 1. Amendment and Deviation Definitions

24CFR Part 903.7(r)

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

### A. Substantial Deviation from the 5-year Plan:

- ⇒ The 5-Year Plan is subject to continuous adjustment and change. However, all changes must be incorporated in the subsequent 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 Housing Authority 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 2004 Annual Plan.

Change to rent or organization of the waiting list.

Any change in the Capital Fund Annual Statement that is not in accordance with HUD's fungibility regulations.

Change in use of replacement reserve funds under the Capital Fund in an amount more than 25%.

Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

## Attachment A

### Supporting Documents Available for Review

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	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 (not required for this update)	5 Year and Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdiction to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers in Public Housing <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the method for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance

**List of Supporting Documents Available for Review**

Applicable & On Display	Supporting Document	Related Plan Component
X	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99 -52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing home ownership programs/plans	Annual Plan: Home ownership
	Policies governing any Section 8 Home ownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Home ownership
	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency

**List of Supporting Documents Available for Review**

Applicable & On Display	Supporting Document	Related Plan Component
X	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	Annual Plan: Safety and Crime Prevention
	PHDEP-related documentation: <ul style="list-style-type: none"> <li>· Baseline law enforcement services for public housing developments assisted under the PHDEP plan;</li> <li>· Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15);</li> <li>· Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities;</li> <li>· Coordination with other law enforcement efforts;</li> <li>· Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and</li> <li>· All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan.</li> </ul>	Annual Plan: Safety and Crime Prevention
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input type="checkbox"/> check here if included in the public housing A&O Policy	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Voluntary Conversion – Initial Assessment	Required by Handbook 2001 -26

## Attachment B: Resident Member on the PHA Governing Board

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

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

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

Elected

Appointed

C. The term of appointment is (include the date term expires):

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

the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full-time basis

the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.

⇒ In May of each year the Executive Director meets with the Resident Advisory Board and advises them of the availability of the opportunity to serve on the Housing Authority Board. Following this meeting the Director also posts a Notice on the bulletin board at each development advising residents of the opportunity to serve. To date ten public housing residents have expressed an interest in serving on the Board.

Other (explain):

B. Date of next term expiration of a governing board member: July 2002

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

⇒ Mr. Joseph Koch, Chairman, Elk County Board of Commissioners

# Elk County Housing Authority

*May 21, 2002*

*To: All Residents*

*From: Kathy Laughner, Exec. Director*

**SUBJECT: RESIDENT MEMBER ON  
ELK COUNTY HOUSING AUTHORITY BOARD OF DIRECTORS**

*According to the federal register (Title for all Housing Authorities) the resident advisory board must be offered the opportunity on an annual basis to submit the name of one resident for a position on the Authority Board of Directors.*

*Qualifications:*

- *Representative must be at least 18 years of age*
- *Resident's name must appear on the lease and be in good standing with the Authority.*

*If anyone is interested in this position - please contact a member of the Advisory Board or submit your request in writing to the office. The regular monthly meeting for the Board of Directors takes place the 3<sup>rd</sup> Monday of each month at 4:00 P.M. at the Ridgway office of the Authority and one summer meeting in Johnstown.*

*Both sites (Ridgway and Johnstown) will be given the same opportunity to submit a name or names for consideration. Ultimately that name or names will be given to the Elk County Commissioners for their appointment.*

*Please consider this carefully - it must be a person that can be trusted not to carry information outside of the Board Room and someone that will represent the residents well.*

## **Attachment C: Membership of the Resident Advisory Board or Boards**

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

Mary Placier  
Delores Ott  
Edith Wittman  
Virginia Hartland  
Nancie DeCecchis  
Rita Imbodsén  
Tammy Parks  
Tom Steis  
Brenda Gragg  
Jim McCarren  
David Smith

## **Attachment D: Comments of Resident Advisory Board and PHA Response.**

Elk County Housing Authority

Resident Advisory Board Meeting to Comment on the  
2003 PHA Plan Update, Capital Fund and 5 -Year Plan

Recreation Room, Johnsonburg High Rise Elderly  
May 23, 2002

The meeting was called to order by Kathleen Laughner, Executive Director of the Elk County Housing Authority at 2:00 p.m. Ms. Laughner noted for the record that the following members of the Resident Advisory Board or their designees were present: Beth Anderson, Brenda Gragg, Sherry Steis, Tammy Parks, Martha and Jerry Curtis, Tom Steis, Jeff Czeckai, Paul and Sandy Hale, Tom and Christine Szymanski, Ruth Tyger and Nancie DeCecchis.

Ms. Laughner noted that members of the Resident Advisory Board had received copies of the draft 2003 Plan Update in the third week of April.

Ms. Laughner opened the meeting with an explanation and discussion of the updated Plan, the Capital Fund and the 5 -Year Capital Fund Plan. She indicated that the Elk County Housing Authority Board of Directors would consider resident comments on the Plan prior to the official adoption.

The meeting was then opened for comments:

1. Comment: Mr. Paul Hale asked if the Authority is considering new wall coverings in the Johnsonburg family units.

Response: The Housing Authority agrees that some of the walls must be replaced. The 5 -Year Capital Fund Plan includes replacement of the dry wall along the steps between the first and second floors.

A discussion then followed on the age of the buildings (31 years), many have nail holes that have been patched, but now there is more patching than there are good walls. Further discussion on the types of coverings that are available. Tenants generally prefer the plain plaster board wall that accept all types of décor'.

2. Comment: Beth Anderson asked if security screens would be installed on the second floor windows of the 2 story units.

Response: The buildings contain newer windows. The windows on the lower floor have security screens. The Housing Authority will examine the possibility of adapting security screens to the existing 2nd. floor windows.

3. Comment: Tom Steis asked if the flooring on the first floor of the family units would be recovered.

Response: Yes. The covering of the flooring on the first floor is included in the Capital Fund 5 -year Plan.

4. Comment: Sherry Steis asked for a status on the installation of new gates on the patios of the family units. The existing gates are not tall enough and small children are able to climb out of the patios.

Response: Installation is scheduled to begin in or about June 1, 2002.

5. Comment: Tom Szymanski commented on the poor condition of the stoves in many of the units.

Response: The replacement of some of the stoves is in the 5 -year Plan and is scheduled next fiscal year. There is no mass replacement planned, only those that cannot be repaired.

A discussion followed on the reliability of the old vs. the new stoves. The older stoves are more durable, easier to repair and heat better. The newer stoves look better but are much less reliable.

6. Nancie DeCecchi discussed the poor condition of the cupboards in the bathrooms. She asked if they were scheduled for replacement.

Response: Although the wood vanities are only 8 years old, the Housing Authority agrees that replacement is necessary. Replacement is scheduled to take place in FY 2003.

A general discussion followed on the Plan with particular emphasis on the Capital Fund Program. The residents spoke positively of the Housing Authority's use of the Capital Fund.

An amicable open discussion on Occupancy Rules and Regulations followed. There were no specific issues or comments offered.

The meeting was adjourned at 3:15 p.m.

PHA Response:

There were no comments offered by the Resident Advisory Board on any activity in the PHA Plan Update with the exception of improvements to be made through the Capital Fund. The Housing Authority has considered all of the comments offered and has determined that no change in the PHA Plan is necessary.

## Attachment E: Voluntary Conversion Additional Questions and Certification

### Plan Component 10: Conversion of Public Housing to Tenant -Based Assistance

a. How many of the PHA's developments are subject to the Required Initial Assessments? 1

⇒ Harold E. Duffy Apartments

b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not generally occupancy projects)? 2

c. How many assessments were conducted for the PHA's covered developments? 1

⇒ Harold E. Duffy Apartments

c. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessment: (NONE)

Development Name

Number of Units

e. If the PHA has not completed the Required Initial Assessments, describe the status



## Elk County Housing Authority

424 WATER STREET EXT. • P.O. BOX 100  
JOHNSONBURG, PA 15240-0100  
TEL (814) 965-2532 • FAX (814) 965-2875

### VOLUNTARY CONVERSION OF PUBLIC HOUSING

#### INITIAL ASSESSMENT

#### CERTIFICATION

*The Elk County Housing Authority has undertaken an initial assessment as required by the Quality Housing and Work Responsibility Act of 1998 to determine the cost effectiveness, overall benefit and impact of converting the Johnsonburg Family Development from Public Housing to Tenant-based Assistance. Following this analysis and considering all implications associated with converting these units - it is the opinion of the Elk County Housing Authority that the conversion from Public Housing to Tenant-based Assistance would be inappropriate at this time.*

Kathleen Laughner, Executive Director

September 28, 2001

Date



## **Attachment F : Progress in Meeting 5 -Year Plan and Significant Accomplishments During the 2002 Annual Plan year**

- ⇒ With a large number of unused Section 8 vouchers, the 5 Year goal concerning applying for additional Section 8 vouchers is changed to read: The Housing Authority will apply for additional Section 8 vouchers based on demand and the Authority's eligibility to apply.
- ⇒ The Housing Authority's Mission Statement is changed to eliminate the phrase "including family self-sufficiency programs". This change is necessary due to HUD approved waiver of the Family Self-Sufficiency Program.
- ⇒ The Housing Authority believes that the goal of reducing vacancies by 10% over the 5 year Plan period cannot be achieved. For this reason the goal is changed to read: The Housing Authority will continue to exert maximum effort to reduce vacancies over the five -year period. Toward meeting this objective a Vacancy Reduction Strategy will be developed.
- ⇒ The Statement dealing with the Authority's intent to investigate the feasibility and desirability of creating a non-profit organization... is changed to read: The Authority intends to investigate the feasibility and desirability of activating Elk County Housing Inc., an existing non-profit organization that could be used for purchasing/managing a small elderly care assisted living facility. This change is necessitated by the fact that a non-profit agency already exists.
- ⇒ The comment of the importance of water and sewer to the development of housing is changed to read: As water and sewer services become increasingly available in the Valley communities as well as in Kersey and Daguerre Mines, increased efforts with the Jay and Fox Township Supervisor to expand housing options for low -income residents. This change expands the number of communities potentially affected by this issue.
- ⇒ The Housing Authority's current PHAS score is 88. The current SEMAP score is 76.
- ⇒ The 2000 census indicates an increase in the minority population. The largest gain has been in the Hispanic and Asian populations. 99% of Elk County's 2000 population of 35,112 is white.
- ⇒ The flat rent schedules adopted by Elk County have been very successful. A greater number of employed persons are remaining in public housing due to the rental caps.
- ⇒ The Housing Authority (both Public Housing and Section 8 programs) staff continues to maintain an effective working relationship with the local TANF Agency (PA Welfare Office). The flow of relevant information between the agencies has significantly reduced cases of fraud and abuse.
- ⇒ The Housing Authority Director began to attend the monthly meetings of LIFT –Life and Independence For Today. The six counties not -for-profit agency deals with accessibility issues for handicapped individuals. The Director is promoting the availability and accessibility of public housing.

**AttachmentG:CapitalFundProgram5 -YearActionPlan(appearsasFile attachmentpa054a01inelectronictransmission)**

**Attachment H: Capital Fund Program Annual Statement  
including All Performance and Evaluation Reports (appear as file attachments  
pa054b01 thru pa054d01 in electronic transmission)**

**CAPITAL FUND PROGRAM TABLES START HERE**

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

PHAName: Elk County Housing Authority		<input checked="" type="checkbox"/> Original 5 - Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA- Wide	Year1	Work Statement for Year2 FFY Grant:2003 PHAFY:2004	Work Statement for Year3 FFY Grant:2004 PHAFY:2005	Work Statement for Year4 FFY Grant:2005 PHAFY:2006	Work Statement for Year5 FFY Grant:2006 PHAFY:2007
Ridgway Hi -Rise PA54-1	Annual Statement	30,000	55,000	115,000	81,000
Johnsonburg Hi-Rise PA54-2		115,000	75,800	42,000	63,000
Johnsonburg Family Units PA54-2		61,000	74,000	58,000	17,000
PHAWide		54,000	60,200	55,000	109,000
CFPFunds Listed for 5-year planning		260,000	265,000	270,000	270,000
Replacement Housing Factor Funds					



**CapitalFundProgramFive -YearActionPlan**  
**PartII:SupportingPages —WorkActivities**

ActivitiesforYear: __2__ FFYGrant:2003 PHAFY:2004			ActivitiesforYear: __3__ FFYGrant:2004 PHAFY:2005		
<b>Development Name/Number</b>	<b>MajorWork Categories</b>	<b>EstimatedCost</b>	<b>Development Name/Number</b>	<b>MajorWork Categories</b>	<b>EstimatedCost</b>
JohnsonburgFamily Units—PA54-2	PatioWoodCurbing	20,000	JohnsonburgFamily Units—PA54-2	ReplaceGasStoves	20,000
	ReplaceGypsumBoards (walls)	30,000		ReplaceUnit Connectors	5,000
	ReplaceWoodStair Treads(patios)	3,000		Replace220 Circuits	3,000
	RegradeNewTopSoil	8,000		InteriorLighting	6,000
				ReplacePatioSurrounds	40,000
ElkCountyHousing PHAWide	A/EFees	15,000	ElkCountyHousing PHAWide	A/EFees	15,000
	Operations	26,000		Operations	26,500
	Contingency	13,000		Contingency	18,700
	<b>TotalCFPEstimatedCost</b>	\$260,000			\$265,000

**CapitalFundProgramFive -YearActionPlan**  
**PartII:SupportingPages —WorkActivities**

Activitiesfor Year1	ActivitiesforYear: __4__ FFYGrant:2005 PHAFY:2006			ActivitiesforYear: __5__ FFYGrant:2006 PHAFY:2007		
	<b>Development Name/Number</b>	<b>MajorWork Categories</b>	<b>EstimatedCost</b>	<b>Development Name/Number</b>	<b>MajorWork Categories</b>	<b>EstimatedCost</b>
See	RidgwayHi -Rise PA54-1	PaintStairways	5,000	RidgwayHi -Rise PA54-1	OutsideWindowTrim	10,000
Annual						
Statement		PlasterWalls	40,000		ExhaustFans	5,000
		HandRails,Bumper Guards,CornerGuards	30,000		Floors	10,000
		ReplaceRefrigerators	40,000		Windows	30,000
					AirExchange&Coolers	1,000
					BathtubLiners	25,000
	JohnsonburgHi -Rise PA54-2	ReplaceRefrigerators	20,000	JohnsonburgHi -Rise PA54 -2	ReplaceHotWater Tanks	5,000
		RefinishD oors	20,000		ReplaceWindows	45,000
		MainEntranceDoors	2,000		ParkingLot -repave,seal	3,000
					ReplaceBoilers	7,000
		<b>TotalCFPEstimatedCost</b>	\$			\$

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

Activities for Year: __ 4 __ FFY Grant: 2005 PHAFY: 2006			Activities for Year: __ 5 __ FFY Grant: 2006 PHAFY: 2007		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
			Johnsonburg Hi - Rise PA54-2(cont.)	Relocate Electrical Supply Box	3,000
Johnsonburg Family Units—PA54-2	Replace Refrigerators	16,000	Johnsonburg Family Units—PA54-2	Replace Hot Water Tanks	7,000
	Replace Exterior Doors/Hallway	32,000		Replace Boilers	10,000
	Top Soil & Regrade	10,000			
Elk County Housing PHAWide	A/E Fees	15,000	Elk County Housing PHAWide	Fees & Costs	15,000
	Operations	27,000		Operations	27,000
	Contingency	13,000		Contingency	7,000
				Replace Office Furniture, Equipment, & Carpeting PHAWide	60,000
<b>Total CFPE Estimated Cost</b>		\$270,000			\$270,000

**CAPITAL FUND PROGRAM TABLES START HERE**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHAName:</b> Elk County Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA28PO5450102 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2002
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )					
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	25,664		0	0
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	15,000		0	0
8	1440 Site Acquisition				
9	1450 Site Improvement	4,000		0	0
10	1460 Dwelling Structures	156,000		0	0
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	24,000		0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				

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

<b>PHAName:</b> Elk County Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: PA28PO5450102 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2002
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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
20	1502 Contingency	31,984		0	0
21	Amount of Annual Grant: (sum of lines 2 – 20)	256,648		0	0
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**

PHAName: Elk County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA28PO5450102 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	
Ridgway Hi -Rise PA54-1	Install Air Conditioning (Central)	1460		120,000				
	Install Outside Hand Rails	1450		4,000				
Johnsonburg Hi-Rise PA54-2	Install Bathtub Liners	1460	36	30,000				
Johnsonburg Family Units PA54-2	Replace Bathroom Cupboards	1460	40	6,000				
PHAWide	Replace 2 Xerox 5034 Copiers	1475	2	24,000				
	A&E Fees	1430		15,000				
	Operations	1406		25,664				

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

PHAName: Elk County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA28PO5450102 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	
PHAWide (continued)	Contingency	1502		31,984				
<b>Total</b>				<b>256,648</b>				







**CAPITAL FUND PROGRAM TABLES START HERE**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHAName: ELK COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA28PO5450101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )					
X- <input type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/02 <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	50,792	29,132	0	0
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	16,023	16,023	0	0
8	1440 Site Acquisition				
9	1450 Site Improvement	64,000	2,000	0	0
10	1460 Dwelling Structures	133,500	226,053	70,110	0
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency	27,006	18,113		

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

PHAName: ELK COUNTY HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: PA28PO5450101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement  
 Reserve for Disasters/Emergencies  
 Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 3/02  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
21	Amount of Annual Grant: (sum of lines 2 – 20)	291,321	291,321	70,110	0
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**

PHAName: ELK COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA28PO5450101 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	
RIDGWAYHI -RISE PA 54-1								



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

PHAName: ELK COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA 28PO5450101 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	
JOHNSONBURGHI - RISEPA54 -2								

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

PHAName: ELK COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA28PO5450101 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	
JOHNSONBURG FAMILY UNITS								
PA54 -2								
	REPLACE UNIT CONNECTORS IN ALL LAUNDRY AND BOILER ROOMS	1460	10	5,000	0	0	0	MOVED TO FUTURE YEAR
	REPLACE ALL 220 CIRCUITS FOR DRYERS IN ALL LAUNDRY ROOMS	1460	10	3,000	0	0	0	MOVED TO FUTURE YEAR
	REPLACE ALL GYPSUM BOARD IN STAIRWAYS IN ALL APARTMENTS	1460	40	30,000	0	0	0	MOVED TO FUTURE YEAR
	REPLACE ALL EXTERIOR LIGHT FIXTURES @ ALL APARTMENT ENTRANCES	1460	40	8,000	0	0	0	MOVED TO PA28PO5450101
	REGRADE/SPREAD TOP SOIL FOR INSTALLATION OF PLAYFIELD	1450		60,000	0	0	0	MOVED TO FUTURE YEAR
	REPLACE UPSTAIRS FLOORS IN ALL APARTMENTS - EXCLUDING BATHROOMS	1460	40	47,500	70,110	70,110	0	APPROXIMATELY 60% COMPLETE

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

PHAName: ELK COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA28PO5450101 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	
JOHNSONBURG FAMILY UNITS								
	REPLACE INTERIOR LIGHT FIXTURES IN LIVING ROOMS - ALL APARTMENTS	1460	40	0	10,000	0	0	MOVED FROM PA28PO545010 0
	REPLACE BATHROOM FLOOR IN ALL APARTMENTS	1460	40	0	55,000	0	0	MOVED FROM PA28PO545010 0
	INSTALL TUB LINERS IN ALL UNITS	1460	40	0	30,000	0	0	MOVED FROM PA28PO545010 0





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

PHAName: ELK COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA28PO5450101 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	
PHAWIDE ACTIVITIES								

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

PHAName: ELK COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program No: PA28PO540101 Replacement Housing Factor No:				Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
RIDGWAYHI -RISE PA54 -1	9/30/03			9/30/04			
JOHNSONBURGHI -RISE PA54 -2	9/30/03			9/30/04			
JOHNSONBURGFAMILY UNITS PA54 -2	9/30/03			9/30/04			
PHA -WIDE ACTIVITIES	9/30/03			9/30/04			



## CAPITAL FUND PROGRAM TABLES START HERE

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHAName:</b> Elk County Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA28PO5450100 Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b> 2000	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/02 <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	28,560	33,914	33,914	0
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	15,780	15,950	15,950	4,450
8	1440 Site Acquisition				
9	1450 Site Improvement	48,000	195,354	195,354	177,204
10	1460 Dwelling Structures	177,000	40,377	40,377	35,977
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Non Dwelling Structures				
13	1475 Non Dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency	16,255			

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

<b>PHAName:</b> Elk County Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: PA28PO5450100 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2000
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Original Annual Statement  
  Reserve for Disasters/Emergencies  
  Revised Annual Statement (revision no:    )  
  Performance and Evaluation Report for Period Ending: 3/02  
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
21	Amount of Annual Grant: (sum of lines 2 – 20)	285,595	285,595	285,595	217,631
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**

PHAName: Elk County Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA28PO5450100 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 2000</b>		
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	
Ridgway Hi -Rise PA54-1	Patch and Reseal Parking Lot	1450	1	3,000	25,894	25,894	25,894	100% Complete
	Replace Hot Water Heating Units in Stairways	1560	2	10,000	0	0	0	Moved to Future Year
	Repair Existing Hand Railings in Stairways	1460	16	2,000	0	0	0	Moved to Future Year
	Repair and Paint Stairways	1460	2	5,000	0	0	0	Moved to Future Year
	Install Automatic Door Opener on Front Door	1460	1	6,000	0	0	0	Completed w/Operating Fund
	New Aluminum Handicap Service Ramp	1460	1	1,300	0	0	0	Completed w/Ope rating Fund

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

PHAName:ElkCountyHousingAuthority		<b>GrantTypeandNumber</b> CapitalFundProgramGrantNo: PA28PO5450100 ReplacementHousingFactorGrantNo:				FederalFYofGrant: 2000		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories	Dev.AcctNo.	Quantity	TotalEstimatedCost		TotalActualCost		Statusof Work
				Original	Revised	Funds Obligated	Funds Expended	
Johnsonburg Hi-Rise PA54-2	ReplaceMainEntranceDoor	1460	1	6,000	0	0	0	Completed w/Operating Fund
	InstallBathroomLiners	1460	36	30,000	0	0	0	Movingto FutureYear
	RefinishAllDoorsLeadingtoPublic AreaCorri dor	1460		20,000	0	0	0	Movingto FutureYear
	ReplaceAllConcreteSidewalksand Patio	1450	ALL	0	18,150	18,150		MovedFrom PA28PO545 0101
Johnsonburg FamilyUnits PA54-2	SecurityBoundryFence	1450	1	21,000	0	0	0	Completed w/Operating Funds
	ReplaceDeterioratingSidewalksand Back-Fill	1450	ALL	22,000	134,623	134,623	134,623	100% Completed

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

PHAName: Elk County Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA28PO5450100 Replacement Housing Factor Grant No:				<b>Federal FY of Grant:</b> 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	
Johnsonburg Family Units PA54-2(cont.)	Replace Fence Along Existing Concrete Steps	1450	ALL	5,000	16,687	16,687	16,687	100% Completed
	Replace Bathroom Floors	1450		55,000		0	0	Moving to Future Year
	Provide Mechanical Ventilation in All Bathrooms (Roof Fans)	1460	15	15,000	25,162	25,162	25,162	100% Completed
	Replace Interior Light Fixtures, Living Rooms (All Apartments)	1460	40	10,000	0	0	0	Moved to Future Year
	Install Bathtub Liners in All Apartments	1460	40	30,000	0	0	0	Moved to Future Year
	Replace Exterior Light Fixtures in All Apartment Entrances	1460	40	0	10,815	10,815	10,815	Moved from PA28PO545 0101
	Install New Patio Gates — All Apartments	1460		0	4,400	4,400	0	



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

PHAName: Elk County Housing Authority	<b>Grant Type and Number</b> Capital Fund Program No: PA28PO5450100 Replacement Housing Factor No:	Federal FY of Grant: 2000
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Ridgway Hi -Rise PA54-1	9/30/02		3/31/02	9/30/03			
Johnsonburg Mid -Rise PA54-2	9/30/02		3/31/02	9/30/03			
Johnsonburg Family Units—PA54-2	9/30/02		3/31/02	3/30/03			
PHAWide Activities	9/30/02		3/31/02	3/30/03			



