

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

PHA Plan

5 Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2003

**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: FULTON COUNTY HOUSING AUTHORITY

PHA Number: IL084

PHA Fiscal Year Beginning: 07/2003

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
- 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 2000 - 2004
[24 CFR Part 903.5]

A. Mission

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

- X 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)

B. Goals

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

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

- X PHA Goal: Expand the supply of assisted housing
Objectives:
 Apply for additional rental vouchers:
X Reduce public housing vacancies:
 Leverage private or other public funds to create additional housing opportunities:
 Acquire or build units or developments
 Other (list below)
- X PHA Goal: Improve the quality of assisted housing
Objectives:
 Improve public housing management: (PHAS score)
X Improve voucher management: (SEMAP score) we do not have our score yet

X Increase customer satisfaction:

Concentrate on efforts to improve specific management functions:
voucher unit inspections

- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

X PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- X Conduct outreach efforts to potential voucher landlords
- X Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

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

X PHA Goal: Provide an improved living environment

Objectives:

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

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

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

Objectives:

Increase the number and percentage of employed persons in assisted families:

- X Provide or attract supportive services to improve assistance recipients' employability:
- X 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

- X PHA Goal: Ensure equal opportunity and affirmatively further fair housing Objectives:
 - X Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - X Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Other: (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

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.

An Executive Summary is not required.

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 2000 Capital Fund Program Annual Statement
- N/A Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- “B”** **Membership of the Resident Advisory Board**
- “C”** **Resident Membership of the PHA Governing Board**
- “D”** **Progress Report**
- “E”** **Voluntary Conversion Required Initial Assessment**

***Annual Statement is not included as an Attachment but is included in Component 7 of this template.**

Optional Attachments:

- PHA Management Organizational Chart
- * FY 2000 Capital Fund Program 5-Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- ** Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

- * **5-Year Action Plan is included in Component 7 of this template**
- ** **comments are included in the PHA plan text**

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
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	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
X	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
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), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	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	
X	Public housing rent determination policies, including the methodology for setting public housing flat rents X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies X check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	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
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	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
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 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	77%	5	5	5	5	5	5
Income >30% but <=50% of AMI	44%	3	3	3	3	5	3

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income >50% but <80% of AMI	32%	2	3	3	3	5	3
Elderly	53%	4	4	4	4	4	4
Families with Disabilities	N/A						
Hispanic	N/A						
Black	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.)

- X Consolidated Plan of the Jurisdiction/s
Indicate year: 1986(This is the most current one the City of Canton has.)
- X U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- X Other sources: (list and indicate year of information) State of Illinois Consolidated Plan 2002

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
--

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
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	11		90%
Extremely low income <=30% AMI	11	100%	
Very low income (>30% but <=50% AMI)	0	0	
Low income (>50% but <80% AMI)	0	0	
Families with children	9	82%	
Elderly families	2	18%	
Families with Disabilities	0	0	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	2		90%
2 BR	8		100%
3 BR	1		100%
4 BR			
5 BR			
5+ BR			

Housing Needs of Families on the Waiting List	
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 (We do not have a waiting list. Our program has not been full for several years.)			
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	32	100%	100%
Extremely low income <=30% AMI	25	78%	
Very low income (>30% but <=50% AMI)	6	19%	
Low income (>50% but <80% AMI)	1	3%	
Families with children	29	84%	
Elderly families	1	3%	
Families with Disabilities	2	6%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing			

Housing Needs of Families on the Waiting List			
Only)			
1BR	5	16%	
2 BR	20	62%	
3 BR	7	22%	
4 BR			
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			

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.
- 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
- X Employ admissions preferences aimed at families with economic hardships
- X 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

- X Employ admissions preferences aimed at families who are working
- X 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)

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
- X 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
- X Affirmatively market to local non-profit agencies that assist families with disabilities
- X Other: (list below)
Carry out the modifications needed in the developments of our non-profit corporation based on the Section 504 requirement.

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
- X 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 (FY 2001 grants)		
a) Public Housing Operating Fund	331,991	
b) Public Housing Capital Fund	376,606	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	762,645	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	N/A	
g) Resident Opportunity and Self-Sufficiency Grants	N/A	
h) Community Development Block Grant	N/A	
i) HOME	N/A	
Other Federal Grants (list below)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Project-Based Income from Rural Economic Development – Hometown Rentals, Inc.	29,500	Hometown Rentals, Inc. Operations
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CF2002	376,606	Public Housing capital improvements
		Public Housing capital improvements
3. Public Housing Dwelling Rental Income	624,450	PH Operations
4. Other income (list below)	7,075	PH Operations
Resident Participation Funding		
Non-Dwelling Rental Income	3,600	PH Operations
Washer/Dryer Revenue	10,200	PH Operations
Tenant Portion of Cable TV	9,840	PH Operations
4. Non-federal sources (list below)		
PH Investment Income	45,490	PH Operations
Total resources	2,201,397	

We specifically reserve the right to change this financial resources statement based on later, better information.

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 ©]

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)
3
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)
- 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) Fraud in connection with any Housing Program.
History of disturbing neighbors or destruction of property.
Alcohol abuse that interferes with the health, safety or right to peaceful enjoyment by others.
- 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)
- *The extent of the criminal records search depends on the residence of the applicant for the past three years.

(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
- 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)
- 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? **None**

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)
- X One
 - Two
 - Three or More
- b. X Yes No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

- a. Income targeting:
- Yes X No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
In what circumstances will transfers take precedence over new admissions? (list below)
- X Emergencies
 - Overhoused
 - Underhoused
 - X Medical justification

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

c. Preferences

1. X Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Other preferences: (select below)

- X Working families and those unable to work because of age or disability
Veterans and veterans’ families
- X Residents who live and/or work in the jurisdiction
- X Those enrolled currently in educational, training, or upward mobility programs
- X Households that contribute to meeting income goals (broad range of incomes)
- X Households that contribute to meeting income requirements (targeting)
- X Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- X Other preference(s) (list below)
Victims involved with DCFS who will lose their children due to inadequate housing.

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

7. Working families and those unable to work because of age or disability
- Veterans and veterans' families
8. Residents who live and/or work in the jurisdiction
8. Those enrolled currently in educational, training, or upward mobility programs
9. Households that contribute to meeting income goals (broad range of incomes)
9. Households that contribute to meeting income requirements (targeting)
8. Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- X Other preference(s) (list below)
5. Victims involved with DCFS who will lose their children due to inadequate housing.

4. Relationship of preferences to income targeting requirements:

- X 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)

- X The PHA-resident lease
X The PHA's Admissions and (Continued) Occupancy policy
X PHA briefing seminars or written materials
 Other source (list)

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

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

(6) Deconcentration and Income Mixing

a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing? **N/A Our developments are exempt from this requirement. We have two hi-rises for elderly and persons with disabilities. Our family development has less than 100 units. (Notice PIH 2001-4, Final Rule on Deconcentration)**

b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

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

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

Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

Employing new admission preferences at targeted developments

If selected, list targeted developments below:

Other (list policies and developments targeted below)

d. 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)
- X 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)
- X Not applicable: results of analysis did not indicate a need for such efforts
List (any applicable) developments below:

B. Section 8

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

1) Eligibility

- a) What is the extent of screening conducted by the PHA? (select all that apply)
- X Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
Other (list below)
- b. X Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. X* Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. X * Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

*The extent of the criminal records search depends on the residence of the applicant for the past three years.

- e.) Indicate what kinds of information you share with prospective landlords? (select all that apply)
- X Criminal or drug-related activity
- X Other (describe below) Upon the request of the owner, we will share any factual or third-party written information relevant to the history or ability to, comply with the lease or any history of drug trafficking.

(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 The Section 8 Program has not had a waiting list for years.

- 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)

(3) Search Time

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

If yes, state circumstances below: If the family documents their efforts and additional time can reasonably be expected to result in success or the family contains a person with a disability.

(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

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

Other preferences (select all that apply)

- X Working families and those unable to work because of age or disability
- Veterans and veterans' families
Residents who live and/or work in your jurisdiction
- X Those enrolled currently in educational, training, or upward mobility programs
- X Households that contribute to meeting income goals (broad range of incomes)
- X Households that contribute to meeting income requirements (targeting)
- X Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- X Other preference(s) (list below)
 - X Victims involved with DCFS who will lose their children due to inadequate housing.
 - X People who work in our jurisdiction.

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

6. 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
6. 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)
6. Those previously enrolled in educational, training, or upward mobility programs

- Victims of reprisals or hate crimes
Other preference(s) (list below)
5. Victims involved with DCFS who will lose their children due to inadequate housing.
8. People who work in our jurisdiction.
4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)
- X Date and time of application
- Drawing (lottery) or other random choice technique
5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)
- This preference has previously been reviewed and approved by HUD
- X The PHA requests approval for this preference through this PHA Plan
6. Relationship of preferences to income targeting requirements: (select one)
- X 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

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
- X The Section 8 Administrative Plan
- X Briefing sessions and written materials
- Other (list below)
- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
- X Through published notices
- Other (list below)

3. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

- a. **When the family has lost eligibility for or is waiting for an eligibility determination for a Federal, State, or local assistance program.**
- b. **When the family would be evicted as a result of the imposition of the minimum rent requirement.**
- c. **The income of the family has decreased because of changed circumstances, including loss of employment.**
- d. **When the family has an increase in expenses because of changed circumstances, for medical costs, childcare, transportation, education or similar items.**
- e. **When a death has occurred in the family.**

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

1. Yes X No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?
2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

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

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

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- Yes for all developments
- Yes but only for some developments
- X No

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

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments

- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

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

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

f. Rent re-determinations:

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

- X Never
- X At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below)

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

(2) Flat Rents

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

- X The Section 8 rent reasonableness study of comparable housing
- X Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood

X Other (list/describe below) Also, analyzed the current rents in each of our developments and determined an average.

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
100% of FMR
- X Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

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

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

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

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

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

- X Annually
- X Other (list below) The payment standards may be adjusted at times other than the annual review when circumstances warrant --- when the FMR changes.

- e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)
- X Success rates of assisted families
 - Rent burdens of assisted families
 - X Other (list below)
 - Area market rents compared to published FMR

(2) Minimum Rent

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

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

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

1. When the family has lost eligibility for or is waiting on eligibility determination for a Federal, State or local assistance program.
2. When the family would be evicted as a result of the imposition of the minimum rent requirement.
3. When the income of the family has decreased because of changed circumstances, including loss of employment.
4. When the family has an increase in expenses because of changed circumstances, for medical costs, childcare, transportation, education, or similar items.
5. When a death has occurred in the family.

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)

We are High Performers and are not required to complete this section.

A. PHA Management Structure

Describe the PHA’s management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	275	275
Section 8 Vouchers	241	93
Section 8 Certificates	NA	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs(list individually)	N/A	

B. 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)
 - Admissions and Continued Occupancy Policy
 - Blood Borne Disease Policy
 - Capitalization Policy
 - Check Signing Policy
 - Criminal Records Management Policy
 - Disposition Policy
 - Drug Free Policy
 - Equal Housing Opportunity Policy
 - Ethics Policy

Facilities Use Policy
Fund Transfer Policy
Hazardous Materials Policy
Investment Policy
Key Policy
Maintenance Policy (including pest control)
Natural Disaster Policy
One Strike and You're Out Policy
Personnel Policy
Procurement Policy
Public Housing Lease
Repayment Agreement Policy
Satellite Dish Policy
Travel Policy

(2) Section 8 Management: (list below)
Section 8 Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

We are High Performers and are not required to complete this component.

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 X 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)

-or-

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

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

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

Capital Fund Grant Number IL06P08450103 FFY of Grant Approval: (07/2003)

X Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	100,438.00
3	1408 Management Improvements	3,877.00
4	1410 Administration	50,220.00
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	26,400.00
8	1440 Site Acquisition	
9	1450 Site Improvement	150,445.00
10	1460 Dwelling Structures	135,811.00
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	35,000.00
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	502,191.00
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	164,768.00
24	Amount of line 20 Related to Energy Conservation Measures	

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
IL84-1 Oaklawn Apts.	Replace Closet Shelving	1460	56,068.00
	Replace Site Lights, Revamp Pkg. Lgtg.	1450	150,445.00
	Repair Stairs/Provide Full Width Stair Tread	1460	40,000.00
IL84-2 Longview Apts.	Replace Building Intercom/Door Control	1460	25,420.00
	Install Larger Mailboxes	1470	25,000.00
	Install Door Viewers in Apt. Doors	1460	14,323.00
IL84-4 Maple Manor Apartments	Replace Mailboxes with Larger Ones	1470	10,000.00
PHA Wide	Administration Costs	1410	50,220.00
	Mgmt. Impr. – Copier, Accounting, Etc.	1408	3,877.00
	Operations	1406	100,438.00
PHA Wide Prof. A/E Fees	Prepare Construction Documents & Monitor Work	1430	26,400.00
	Page Totals		502,191.00

Annual Statement
Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
IL84-1	06/30/2005	06/30/2007
IL84-2	06/30/2005	06/30/2007
IL84-4	06/30/2005	06/30/2007
PHA Wide	06/30/2005	06/30/2007

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				

<p>Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</p>
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PHA Name: FULTON COUNTY HOUSING AUTHORITY		Grant Type and Number			Federal FY of Grant:
		Capital Fund Program Grant No: IL06P08450101 / 02-06-03			2001
		Replacement Housing Factor Grant No:			
<input 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: 12/31/2002 <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 Soft Costs	8,872.00		8,872.00	7,817.64
	Management Improvements Hard Costs				
4	1410 Administration	53,165.00		53,165.00	29,976.23
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	45,436.00		45,436.00	42,997.68
8	1440 Site Acquisition				
9	1450 Site Improvement	112,883.00		112,883.00	64,246.25
10	1460 Dwelling Structures	285.00		285.00	285.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	311,005.00		311,005.00	311,005.00
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	531,646.00		531,646.00	456,327.80
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs	32,883.00		32,883.00	22,883.00
	Amount of line XX Related to Energy Conservation				

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

PHA Name: FULTON COUNTY HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: IL06P08450101 / 02-06-03 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: 12/31/2002 Final Performance and Evaluation Report

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

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

PHA Name: FULTON COUNTY HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No: IL06P08450101 / 2-06-03 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		
IL84-1 Oaklawn	Replace Closet Shelving	1460	80	-0-		-0-	-0-	Delayed	
	Repl. Site Lgt., Revamp Prkg. Lot Lgt.	1470	1 site	-0-		-0-	-0-	Delayed	
	Install Wiring & Lgt. Fixture in LR	1460	80	-0-		-0-	-0-	Delayed	
IL84-2 Longview Apts.	Install Door Viewers in Apartment Doors	1460	108	-0-		-0-	-0-	Delayed	
	Replace Bldg. Intercom/Door Control	1460	108	285.00		285.00	285.00	Completed	
	Repair Roof	1470	1	110,000.00		110,000.00	110,000.00	In Progress	
	Repair Horizontal Beams	1470	1 Bldg.	117,005.00		117,005.00	117,005.00	In Progress	
	Resurface Vertical Pillar's Façade	1470	1 Bldg.	84,000.00		84,000.00	84,000.00	In Progress	
IL84-4 Maple Manor Apts.	Replace Emergency Call System in Apts.	1460	98	-0-		-0-	-0-	Deleted	
	Replace Site Lighting	1450	1 site	32,883.00		32,883.00	22,883.00	In Progress	
	Provide Additional Parking	1450	10	80,000.00		80,000.00	41,363.25	In Progress	
PHA Wide	Administration Costs	1410	N/A	53,165.00		53,165.00	29,976.23	In Progress	
PHA Wide	Mgmt. Impr. – Copier, Internet, etc.	1408	N/A	8,872.00		8,872.00	7,817.64	In Progress	
PHA Wide Prof. A/E Fees	Prepare Construction Documents & Monitor Work	1430	N/A	45,436.00		45,436.00	42,997.68	In Progress	

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

PHA Name: FULTON COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: IL06P08450101 / 2-06-03 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	
Totals					531,646.00		531,646.00	456,327.80	Pending

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

PHA Name: FULTON COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program No: IL06P08450101 / 2-06-03 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	
IL84-1	09/30/2003		10/31/2002	09/30/2004			No revision made.
IL84-2	09/30/2003		10/31/2002	09/30/2004			No revision made.
IL84-4	09/30/2003		10/31/2002	09/30/2004			No revision made.
PHA Wide	09/30/2003		10/31/2002	09/30/2004			No revision made.

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP)**

PHA Name: FULTON COUNTY HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: IL06P08450102 / 02-0 Replacement Housing Factor Grant No:
<input 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: 12/31/2002 <input type="checkbox"/> Final Performance and Evaluation Report	

Line No.	Summary by Development Account	Total Estimated Cost	
		Original	Revised
1	Total non-CFP Funds		
2	1406 Operations		
3	1408 Management Improvements Soft Costs	51,323.00	
	Management Improvements Hard Costs		
4	1410 Administration	50,220.00	
5	1411 Audit		
6	1415 Liquidated Damages		
7	1430 Fees and Costs	30,000.00	
8	1440 Site Acquisition		
9	1450 Site Improvement	8,000.00	
10	1460 Dwelling Structures	184,888.00	
11	1465.1 Dwelling Equipment—Nonexpendable		
12	1470 Nondwelling Structures	64,760.00	
13	1475 Nondwelling Equipment	113,000.00	
14	1485 Demolition		
15	1490 Replacement Reserve		
16	1492 Moving to Work Demonstration		
17	1495.1 Relocation Costs		
18	1499 Development Activities		
19	1502 Contingency		
	Amount of Annual Grant: (sum of lines.....)	502,191.00	
	Amount of line XX Related to LBP Activities		
	Amount of line XX Related to Section 504 compliance	120,000.00	
	Amount of line XX Related to Security –Soft Costs		
	Amount of Line XX related to Security-- Hard Costs		
	Amount of line XX Related to Energy Conservation Measures	17,000.00	
	Collateralization Expenses or Debt Service		

Table for 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	
IL84-1	Oaklawn Apartments	1	1%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Provide Halogen light on work stand for painting			150	2004
Make playground equipment handicap accessible			3,500	2004
Upgrade Security Cameras			20,000	2004
Replace bad concrete in Parking Areas			91,616.80	2004
Widen several sidewalks and provide additional			5,385	2004
Revise thermostat height in entry for ADA in Community Room			100	2004
Replace Community Building gas stove			500	2004
Make 2% of units for hearing and vision impaired			1,000	2004
Provide secure access to attic by rebuilding access panels.			1,500	2004
Test for Lead in water lines to determine need for abatement			2,000	2004
Replace Smoke Detectors in Units			24,000	2004
Replace Apartment light fixtures			32,000	2004
Provide barrier to keep playground sand in place			21,000	2005
Provide changing tables in restrooms			500	2005
Replace base cove in units and repair the walls before reapplying			3,240	2005
Repair moisture damage on vanities			4,000	2005
Replace apartment stoops (75% of 126 @ 20 SF each)			6,785.10	2005
Replace exterior wood siding on lower half of units			19,136	2005
Replace bathroom ventilators			21,000	2005
Replace all light switches			7,800	2005
Replace Washing Machine Supply & Drain Lines			20,000	2005
Relight Community Room			1,800	2005
Replace all electrical receptacles			17,250	2006
Connect concrete porches to eliminate mud holes			12,000	2006
Replace Stairway Handrails			20,000	2007
Replace Gutters on 20 Buildings			38,850	2007
Replace Closet Doors in Community Building			5,000	2007
Raise storm drain (top of manhole) along west drive			1,500	2007
Provide LED Exit light for energy efficiency in Community Building			300	2007
Replace windows in apartments			195,600	2007
Total estimated cost over next 5 years			577,512.90	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL84-2	Longview Hi-Rise	4	3%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Provide emergency communications for elevator		1,500	2004
Make 2% of units for hearing and vision impaired		2,000	2004
Revise FA devices for ADA		9,000	2004
Provide accessible range hoods in handicap units		2,400	2004
Replace/Relocate Smoke Detectors in Apartments		33,000	2004
New Laundry Room Rack Tables		825	2005
Provide H/C automatic clothes washers		1,800	2005
Upgrade telephone lines for computer system		3,300	2005
Install pump on Domestic Water System to boost pressure		12,200	2005
Install Dormitory Locks with Handicap levers on all units		18,000	2005
Upgrade television cable in the building and add additional for more options		30,000	2005
Replace Base Cove in Apartments		54,000	2005
Provide Security Camera coverage in Laundry		3,000	2006
Replace all light switches		21,840	2006
Replace drain lines at kitchen sinks and bathroom vanities		54,000	2006
Replace all electrical receptacles		59,823	2006
Replace Circuit Breakers		60,000	2006
Clean Flue Pipe		2,000	2006
Purchase Floor Care Machine		5,000	2007
Motion Activated dual-level lighting in stair towers		3,300	2007
Replace kitchen lighting in units		24,000	2007
Total estimated cost over next 5 years		400,988	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL84-4	Maple Manor Hi-Rise	0	0%
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
			Planned Start Date (HA Fiscal Year)
Revise Brick Wall at Gas Regulator			2,000
Install fence around generator			2,000
Provide Fire Alarm Pull station at North exterior Community Room door			300
Add module to Fire Alarm System for trash chute sprinkler flow switch			500
Provide nameplate with hydraulic design information on Fire Riser			500
Repair exterior local alarm bell for sprinkler flow			500
Rehabilitate Boiler Room combustion air system controls			1,000
Provide emergency communications for elevator			2,000
Make Laundry Room Bathroom ADA compliant			4,000
Upgrade Fire Alarm for ADA			10,000
Install alternate floor on Fireman's Recall on New Elevator Equipment			40,000
Upgrade Trash Compactor			10,000
Install GFI's in Kitchens			13,818
Repair Sidewalks and add additional			2,154
Install dormitory locks with handicap levers on all units			14,700
Replace shower valves and add lever handle for each			49,000
Repair laundry room dryer vent system			3,000
Replace flooring of upper balcony			4,032
Replace all light switches			17,836
Replace Danfoss heater controls in building			19,600
Replace all electrical receptacles			40,572
Main drain on Fire Pump needs piped to the exterior of the building			3,000
Motion Activated dual-level lighting in stair towers			3,300
Replace building core A/C Unit and revise distribution system			15,000
Total estimated cost over next 5 years			258,812

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)
- Activities pursuant to an approved Revitalization Plan
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
n 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 X No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

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

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

[24 CFR Part 903.7 9 (I)]

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

1. Yes X 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:	<input type="checkbox"/> 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
3. Application status (select one)	<input type="checkbox"/> Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
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: _____)

- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

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

Included in this template is the required attachment, "Attachment E", Component (10B) Voluntary Conversion Initial 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.)

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:

<p>2. Federal Program authority:</p> <p><input type="checkbox"/> HOPE I</p> <p><input type="checkbox"/> 5(h)</p> <p><input type="checkbox"/> Turnkey III</p> <p><input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)</p>
<p>3. Application status: (select one)</p> <p><input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program</p> <p><input type="checkbox"/> Submitted, pending approval</p> <p><input type="checkbox"/> Planned application</p>
<p>4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)</p>
<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>

B. Section 8 Tenant Based Assistance

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

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 (l)]

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

As a High Performer, we are not required to complete this component.

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

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

Client referrals

Information sharing regarding mutual clients (for rent determinations and otherwise)

Coordinate the provision of specific social and self-sufficiency services and programs to eligible families

Jointly administer programs

Partner to administer a HUD Welfare-to-Work voucher program

Joint administration of other demonstration program

Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-sufficiency Policies

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

Public housing rent determination policies

Public housing admissions policies

Section 8 admissions policies

Preference in admission to section 8 for certain public housing families

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (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)

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		

Section 8		

- 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:

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© 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.

As a High Performer, we are not required to complete this component.

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

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

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

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

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

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
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

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
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

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.

- 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. PET POLICY

[24 CFR Part 903.7 9 (n)]

As a **High Performer** we are not required to address the pet policy in our streamlined PHA plan. We do have a Pet Policy available as a supporting document to our PHA Plan. The Final Rule for Pet Ownership in Public Housing was put into effect on August 9, 2000. We gave a written notice regarding this policy to each resident in our public housing family development in September 2000.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. X Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. X Yes No: Was the most recent fiscal audit submitted to HUD?
3. X Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

As a High Performer, we are not required to complete this component.

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
 Development-based accounting
 Comprehensive stock assessment
 Other: (list below)
3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

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.

As a result of our meetings with Resident Advisory Board, we received the following comments:

Comment #1: One Board member attended RAB training recently in Peoria. She reported that she enjoyed the training and thought that it was informative. It gave her a better idea of what the Housing Authority is all about. She stated that she thinks all RAB members should attend this training if it is ever offered again.

Comment #2: A Board member suggested using Resident Participation Funds to rent an apartment in the hi-rise for the tenants to use as a storage unit. She stated that each tenant could use a part of the unit to store Christmas decorations and other items that they do not have space for in their own apartment.

Comment #3: Comment was made to use the Resident Participation Funds for resident training; for instance, money management, time management, grocery shopping, housekeeping, and other living skills.

Comment #4: No one will attend the classes because WIC requires its participants to take a Nutrition course and everybody groans about taking it. If you gave them an incentive, more tenants would attend the classes.

Comment #5: A Board member who lives in the Longview Hi-Rise stated that she hated to see the Adult Life Center move out of the hi-rise. She stated that tenants in the building used their services for blood sugar and blood pressure testing. There were three nurses on duty. It makes you feel good knowing they're right there in the building.

Comment #6: A Board member stated that the Housing Authority staff should only have to go back a second time to give a tenant a chance to pass the annual housekeeping inspection. The tenants are notified well in advance that the annual inspection is going to take place; and, they should be ready for it.

Comment #7: Another Board member suggested using part of the Resident Participation Funds to provide classes on housekeeping and require those who continually fail the annual inspection to take the class.

Comment #8: A Section 8 RAB member had no complaints with the Sec. 8 Program.

Comment #9: The tenants with carts or scooters cannot get onto the landing to enter the Maple Manor Hi-Rise building on the north entrance.

Comment #10: Some of the elderly tenants would like to have an exercise class.

Comment #11: Two members agreed that a large family could be permitted to rent a small apartment (if they are willing) depending on the situation; i.e. ages of children, sex, etc.

Comment #12: If an applicant claims no income, he/she should have to fill out a form explaining how his/her monthly bills are being paid.

Comment #13: In determining whether an applicant should be approved for admission, a person's behavior toward the Housing Authority staff should be considered. If they abuse the staff, they'll abuse the residents also. It's protection for everybody.

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) **Considered comments and responded as follows:**

Response #1: I'm glad Nellie was able to go to the training. The instructor was a retired HUD employee and was easy to talk to. I wish that more of you could have attended the training. I ordered manuals for each of you. A second class will be available in the future. You must attend the first class before going to the second one. I will let you know when the classes are presented again. The Housing Authority will pay for the registration out of the Resident Participation Funding. I will make travel arrangements for anyone who wants to go.

Response #2: One apartment would not be big enough for 107 tenants to share as a storage unit. It would also be time-consuming monitoring the unit and a problem keeping some tenants from bothering other tenant's belongings. The unit would have to be kept locked. All RAB members agreed.

Response #3: The Housing Authority receives Resident Participation Funding which can be used for training or educating Public Housing residents. The Home Extension office in Lewistown provides different Living Skills classes. I also spoke to Spoon River College about their adult courses, such as, home economics, computers, etc. Perhaps the Housing Authority could pay for job training courses at the junior college.

Response #4: We could provide each resident who participates in a living skills class a free bucket of cleaning supplies or something similar. Perhaps this would appeal to some of them.

Response #5: I'm glad we were able to accommodate the Graham Hospital for the Adult Life Center for as long as we did. The Center eventually served too many clients for the size of their space in the hi-rise, and was required by the Fire Marshall to find a bigger place for safety reasons. One good thing about their moving is that we will have more parking spaces available for our residents now which had been a big problem.

Response #6: I agree. I think a family should be given two opportunities to pass the annual housekeeping inspection. They are told what the deficiencies are after the first

inspection. They are given at least two weeks before the re-inspection is performed. This is adequate time to correct the deficiencies. It takes up valuable time plus additional paperwork for our employees when the inspections have to be done over and over again. Special consideration should be given if the resident fails the inspection due circumstances beyond his control.

Response #7: That's something to consider.

Response #8: That's great to hear.

Response #9: I will talk to the Maintenance Director today about making the sidewalk more accessible.

Response #10: That's a good idea for our senior citizens especially in the winter months when they aren't able to get outside to walk. I will try to locate an instructor who will come to the hi-rise buildings to teach a fitness/exercise class. Some of the Resident Participation Funding can be used for this also.

Response #11: If a large family needs an apartment and we only have small units available, they can rent the small unit if they are willing to do so. However, they must agree in writing that they will not request to transfer to a larger one later on; unless their family size changes.

Response #12: The Housing Authority already follows this procedure.

Response #13: In determining an applicant's eligibility, consideration will be given of his/her behavior toward Housing Authority personnel; for example, verbal abuse, threats, etc.)

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.) **He was appointed by the County Board which is the same procedure used for all Commissioners.**

3. Description of Resident Election Process
 - a. Nomination of candidates for place on the ballot: (select all that apply)
 - Candidates were nominated by resident and assisted family organizations
 - Candidates could be nominated by any adult recipient of PHA assistance
 - Self-nomination: Candidates registered with the PHA and requested a place on ballot
 - Other: (describe)

 - b. Eligible candidates: (select one)
 - Any recipient of PHA assistance
 - Any head of household receiving PHA assistance

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: City of Canton Comprehensive Plan
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)
 - Other: (list below)
3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: The Mayor of the city of Canton expressed his appreciation for the efforts of the Fulton County Housing Authority. He stated that the City will work with us in addressing the housing needs of this community.

1. Consolidated Plan jurisdiction: State Consolidated Plan

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)

 - Other: (list below)
3. The Consolidated Plan of the State supports the PHA Plan with the following actions and commitments: We received certification signed by Peter R. Dwars, the Executive Director, IHDA, stating that the ThirdYear PHA Plan of the Fulton County Housing Authority is consistent with the Consolidated Plan of the State of Illinois prepared pursuant to 24 CFR Part 91.

D. Other Information Required by HUD

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

19. Definition of “Substantial Deviations” and “Significant Amendments or Modifications” are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners.

Attachments

ATTACHMENT "A"

DECONCENTRATION POLICY (see updated information below under Deconcentration and Income Mixing)

According to Notice PIH 2001-4, Final Rule, our public housing developments are not subject to deconcentration.

However, if in the future we are required to enforce a Deconcentration Policy; our procedure will be as follows: Our deconcentration concern is limited to our development occupied predominantly by families with children (Oaklawn Apartments). It is FULTON COUNTY HOUSING AUTHORITY's policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The FULTON COUNTY HOUSING AUTHORITY will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, we will compare the income levels of families residing in our family development and determine the average household income. Higher-income families in the development will be defined as those over this housing authority-wide average and lower-income families will be defined as those under this housing authority-wide average. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement.

DECONCENTRATION INCENTIVES

The FULTON COUNTY HOUSING AUTHORITY may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development.

Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and nondiscriminatory manner.

Component 3, (6) Deconcentration and Income Mixing

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

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

**Required Attachment: Attachment “B”
Membership of the Resident Advisory Board**

The members of the **Resident Advisory Board** are as follows:

Marilyn Widger
Sally White
Martha Hunt
Ruth Ann Blickem
Nellie Westerfield
Hometown Rentals, Inc. (all twenty residents)

**Required Attachment: Attachment “C”
Resident Member on the PHA Governing Board**

On January 12, 2000 Carl Day, a resident of the Maple Manor Hi-Rise, was appointed to the Fulton County Housing Authority Board of Commissioners by Bernard J. Oaks, Chairman of the Fulton County Board for a term of five years.

Required Attachment: Attachment “D”

Progress Report

March 3, 2003

We have succeeded in promoting adequate and affordable housing, economic opportunity, and a suitable living environment free from discrimination.

We continue to see a huge decrease in vacancies in the Longview Hi-Rise. By setting the smaller single-occupancy units at a low flat monthly rent of \$250.00, applicants are more willing to rent these smaller units.

We have improved the living environment in our public housing developments by installing additional surveillance cameras in the common areas of the two hi-rises and in the parking lots. Surveillance cameras have also been installed in the following areas of our Oaklawn family development: parking lots, mailboxes, Community Building, and playground. This has made our properties safer, and hopefully will decrease crime. Installation of the surveillance equipment is our attempt to encourage more people to live in our developments; and, therefore, reduce vacancies. Installation of this equipment was done in January 2001. We continue to further improve the safety measures in all of our developments by upgrading our surveillance equipment as necessary.

To further improve the living environment in our hi-rise buildings, we are working with the local Fire Department in an effort to increase fire prevention and safety measures. In November 2000, at the suggestion of the Fire Department we installed a security Knox-Box on the outside of each hi-rise building. A Knox-Box is a locked box attached to the outside of the building. A key to the entrance of the building is stored in the box. The firemen hold the only key to this box and are able to assure immediate entry to the building in emergency situations when our hi-rise offices are left unattended. We also provide the Fire Department with a current list of our residents in the hi-rises, their apartment numbers and phone numbers. We indicate on the list those residents who require assistance in mobility. This list is kept in a locked container near the fire alarm panel and accessible only by the firemen. Also, in cooperation with the Canton Fire Department, each apartment number has also been placed about eighteen inches off the floor. This enables the firemen to see the room numbers at eye level while crawling during heavy smoke conditions. The Fulton County Housing Authority provided all the materials and labor necessary to set up this numbering system.

In our Section 8 Program we continue to seek ways to increase landlord and tenant participation. We work closer with other community service agencies in an effort to inform the public and to promote the housing rental assistance program. On Saturday, August 11, 2001, the Canton Police Department sponsored a Landlord Training Program in cooperation with the Illinois Attorney General's Office. This

training program was held at the Maple Manor Hi-Rise, 250 South Main Street, Canton, Illinois. The training was attended by 29 landlords who were assisted with tenant/landlord relations, tenant screening, Section 8 housing and other similar matters. Also participating in the program were the Fulton County State's Attorney's Office, Fulton County Housing Authority, and Attorney John Clark.

On September 20, 2001 the Fulton County Housing Authority received additional valuable information through a Landlord Training Program presented by John H. Campbell, Campbell DeLong Resources, Inc.

The Cooperation Agreement for Economic Self-Sufficiency with the Fulton County Department of Human Services is still in effect. We meet quarterly, and we target services to mutual clients. We work together to help these families become self-sufficient.

To ensure opportunity in housing, we have focused on accessing our housing to all individuals, and we offer the same opportunities to all residents.

In an effort to promote resident participation and to enhance their lives, on December 4, 2002 we used part of our resident participation funds to set up a small computer room for the residents in the Community Building. One of the tenants has been appointed the Resident Initiatives Coordinator. She is responsible for monitoring the computer room and maintains the weekly sign-in sheet for those using the computers.

We also used Resident Participation Funds to provide a Living Skills class to the residents in the family site. On October 17, 2002 the Fulton County Cooperative Extension Office presented a Family Nutrition and Basic Cleaning class. We had a small turn-out; but those who participated enjoyed the class. As an incentive to get the residents involved, we provided each participant with a bucket of cleaning supplies. We will provide other basic skill classes in the future.

The Resident Initiatives Coordinator also teaches a children's craft program in the Community Building weekly. This program has been successful.

On November 4, 2002, we started an Exercise/Fitness Program for the residents in the two hi-rises. An instructor from the YWCA teaches this class weekly at each hi-rise. The class will run through the winter months only. The class has had a good response. We plan to offer it next winter also.

In an effort to improve our work environment and to motivate our staff, each employee attended training this past fiscal year which made them more comfortable in doing their jobs. The training made the employees more knowledgeable and efficient; thus more helpful to our applicants and residents.

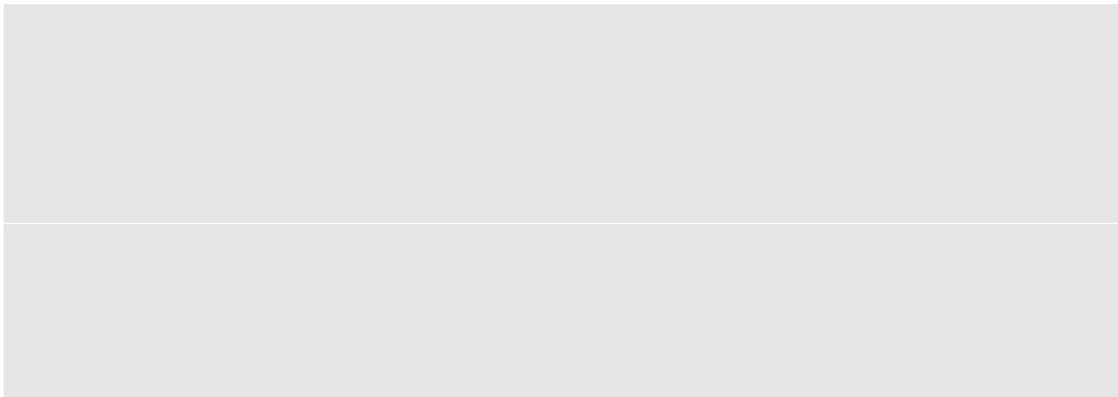
Our PHAS Advisory score for fiscal year ending June 30, 2002 is 97%. Through a team effort, we have been able to maintain the status of High Performer which is our primary goal.

**Required Attachment: Attachment "E"
Component (10 B) Voluntary Conversion Initial Assessments**

- a. How many of the PHA's developments are subject to the Required Initial Assessments? 1
- 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 general occupancy projects)? 2
- c. How many Assessments were conducted for the PHA's covered developments? 1
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

Development Name	Number of Units
none	

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



**PHA Plan
Table Library**

Table Library

