

U.S.DepartmentofHousingandUrbanDevelopment  
OfficeofPublicandIndianHousing

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# PHAPLans

5YearPlanforFiscalYears2000-2004  
AnnualPlanforFiscalYear2003

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

## **PHA Plan Agency Identification**

**PHAName:** Housing Authority of the City of Marion, Illinois

**PHANumber:** IL126

**PHAFiscalYearBeginning:(mm/yyyy)** 01/2003

### **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**  
**PHAF ISCAL YEARS 2000-2004**  
[24CFR Part 903.5]

**A. Mission**

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

The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

The PHA's mission is: (state mission here)

**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 target sets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the space to the right of or below the stated objectives.

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

PHA Goal: Expand the supply of assisted housing

Objectives:

- Apply for additional rental vouchers:
- Reduce public housing vacancies:
- Leverage private or other public funds to create additional housing opportunities:
- Acquire or build units or developments
- Other (list below)

PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score)
- Improve voucher management: (SEMAP score)
- Increase customer satisfaction:
- Concentrate one effort to improve specific management functions: (list; e.g., public housing finance; 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)

PHAGoal:Increaseassistedhousingchoices

Objectives:

- Providevoucher mobilitycounseling:
- Conductoutreacheffortstopotentialvoucherlandlords
- Increasevoucherpaymentstandards
- Implementvoucherhomeownershipprogram:
- Implementpublichousingorotherhomeownershipprograms:
- Implementpublichousing site-basedwaitinglists:
- Convertpublichousingtovouchers:
- Other:(listbelow)

**HUDStrategicGoal:Improvecommunityqualityoflifeandeconomicvitality**

PHAGoal:Provideanimprovedlivingenvironment

Objectives:

- Implementmeasurestodeconcentratepovertybybringinghigherincomepublichousing householdsintolowerincomedevelopments:
- Implementmeasurestopromoteincomemixinginpublichousingbyassuringaccessfor lowerincomefamiliesinto higherincomedevelopments:
- Implementpublichousingsecurityimprovements:
- Designatedevelopmentsorbuildingsforparticularresidentgroups(elderly, personswith disabilities)
- Other:(listbelow)

**HUDStrategicGoal:Promoteself-sufficiencyandassetdevelopmentoffamiliesandindividuals**

PHAGoal:Promoteself-sufficiencyandassetdevelopmentofassistedhouseholds

Objectives:

- Increasethenumberandpercentageofemployedpersonsinassistedfamilies:
- Provideor attractsupportiveservicestoimproveassistancerecipients'employability:
- Provideor attractsupportiveservicesto increaseindependencefortheelderlyorfamilies withdisabilities.
- Other:(listbelow)

**HUDStrategicGoal:EnsureEqualOpportunityinHousingforallAmericans**

PHAGoal:Ensureequalopportunityandaffirmativelyfurtherfairhousing

Objectives:

- Undertakeaffirmativemeasurestoensureaccesstoassistedhousingregardless ofrace, color, religionnationalorigin, sex, familialstatus, anddisability:
- Undertakeaffirmativemeasurestoprovideasuitablelivingenvironmentforfamilies livinginassistedhousing, regardless ofrace, color, religionnationalorigin, sex, familial status, anddisability:
- Undertakeaffirmativemeasurestoensureaccessiblehousingtopersonswithallvarieties ofdisabilitiesregardless ofunitsizerequired:
- Other:(listbelow)

**OtherPHAGoalsandObjectives:(listbelow)**

**AnnualPHAPlan**  
**PHAFiscalYear2003**  
[24CFRPart903.7]

**i. AnnualPlanType:**

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

**StandardPlan**

**StreamlinedPlan:**

- HighPerformingPHA**
- SmallAgency(<250PublicHousingUnits)**
- AdministeringSection8Only**

**TroubledAgencyPlan**

**ii. ExecutiveSummaryoftheAnnualPHAPlan**

[24CFRPart903.79(r)]

ProvideabriefoverviewoftheinformationintheAnnualPlan,inclodinghighlightsofmajorinitiatives anddiscretionarypoliciessthePHAhasincludedintheAnnualPlan.

OurAgencyPlanhasbeenpreparedincompliancewiththenecessarypartiesandentities asrequiredbyHUDguidelines.TheHousingAuthorityoftheCityofMarion,Illinois, strivestobethearea'saffordablehousingofchoicebyprovidingandmaintainingsafe, qualityhousinginacosteffectivemanner.Bypartneringwithothers,weofferrental assistanceandotherrelatedservicestoourcommunityinanon-discriminatorymanner. WehaveadoptedHUD'smissionstatementasourown,andourAnnualPlanisbasedon thepremisethatifweaccomplishourgoalsandobjectivessetforththerein,weillbe workingtowardtheachievementofourmissionandwillbeconsistentwiththe ConsolidatedPlanoftheStateofIllinois.

**iii. AnnualPlanTableofContents**

[24CFRPart903.79(r)]

ProvideatableofcontentsfortheAnnualPlan ,includingattachments,andalistofsupportingdocuments availableforpublicinspection .

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**Attachments**

Indicatewhichattachmentsareprovidedbyselectingallthatapply.Providetheattachment’sname(A,B, etc.)inthespacetotheleftofthenameoftheattachment.Note:Iftheattachmentisprovidedasa **SEPARATE**files submissionfromthePHAPlansfile,providethefilenameinparenthesesinthespaceto therightofthetitle.

**RequiredAttachments:**

- AdmissionsPolicyforDeconcentration(AttachmentF)
- FY2003CapitalFundProgramAnnualStatement(AttachmentA)
- Mostrecentboard-approvedoperatingbudget(RequiredAttachmentforPHAsthataretroubled oratriskofbeingdesignatedtroubledONLY)

**OptionalAttachments:**

- PHAManagementOrganizationalChart
- FY2000CapitalFundProgram5YearActionPlan(AttachmentB)
- PublicHousingDrugEliminationProgram(PHDEP)Plan
- CommentsofResidentAdvisoryBoardorBoards(mustbeattachedifnotincludedinPHAPlan text)
- Other(Listbelow,providingeachattachmentname)
- ResidentBoardMemberInformation(AttachmentC)
- ListofResidentAdvisoryBoardMembers(AttachmentD)
- Statementofprogressinmeetingmissionandgoals(AttachmentE)
- Performance&EvaluationReportsforperiodending06/30/02forCFPFY2000,CFPFY2001& CFPFY2002(AttachmentsG,H&I)

**SupportingDocumentsAvailableforReview**

Indicatewhichdocumentsareavailableforpublicreviewbyplacingamarkinthe“Applicable&On Display”columnintheappropriaterows.Alllisteddocumentsmustbeondisplayifapplicabletothe programactivitiesconductedbythePHA.

<b>ListofSupportingDocumentsAvailableforReview</b>		
<b>Applicable &amp; OnDisplay</b>	<b>SupportingDocument</b>	<b>ApplicablePlan Component</b>
X	PHAPlanCertificationsofCompliancewiththePHAPlans andRelatedRegulations	5YearandAnnualPlans
X	State/LocalGovernmentCertificationofConsistencywith theConsolidatedPlan	5YearandAnnualPlans

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
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered each public housing development check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies 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 check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures 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 HOPEVI applications or, if more recent, approved or submitted HOPEVI 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 home ownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program 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

[24CFR Part 903.79(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.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	608	5	4	4	1	2	2
Income > 30% but <= 50% of AMI	384	5	4	3	1	2	2
Income > 50% but < 80% of AMI	281	4	3	3	1	2	2
Elderly	593	4	2	2	2	3	3
Families with Disabilities	N/A*						
Race/Ethnicity	N/A*						
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

\*No data was available for this category.

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

Consolidated Plan of the Jurisdiction/s

Indicate year:

U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset

American Housing Survey data

Indicate year:

Other housing market study

Indicate year:

Other sources: (list and indicate year of information)

## **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.

<b>Housing Needs of Families on the Waiting List</b>
--

Waitinglisttype:(selectone) Section8tenant-basedassistance PublicHousing CombinedSection8andPublicHousing PublicHousingSite-Basedorsub-jurisdictionalwaitinglist(optional) Ifused,identifywhichdevelopment/subjurisdiction:			
	#offamilies	%oftotalfamilies	AnnualTurnover
Waitinglisttotal	84		
Extremelylowincome <=30%AMI	78	93%	
Verylowincome (>30%but<=50% AMI)	4	5%	
Lowincome (>50%but<80%AMI)	2	2%	
Familieswithchildren	58	69%	
Elderlyfamilies			
Familieswith Disabilities	11	13%	
White	73	87%	
Black	11	13%	
Hispanic	1	1%	
Non-Hispanic	83	99%	
Characteristicsby BedroomSize(Public HousingOnly)			
1BR	26	31%	
2BR	34	40%	
3BR	18	21%	
4BR	6	7%	
5BR			
5+BR			
Isthewaitinglistclosed(selectone)? No Yes Ifyes: Howlonghasitbeenclosed(#ofmonths)? DoesthePHAexpecttoreopenhelistinthePHAPlanyear? No Yes DoesthePHApermitspecificcategoriesoffamiliesontothewaitinglist,evenifgenerallyclosed? No Yes			

<b>HousingNeedsofFamiliesontheWaitingList</b>			
Waitinglisttype:(selectone) Section8tenant-basedassistance PublicHousing CombinedSection8andPublicHousing PublicHousingSite-Basedorsub-jurisdictionalwaitinglist(optional) Ifused,identifywhichdevelopment/subjurisdiction:			
	#offamilies	%oftotalfamilies	AnnualTurnover
Waitinglisttotal	101		
Extremelylow income<=30% AMI	89	88%	
Verylowincome (>30%but<=50% AMI)	12	12%	
FY2003AnnualPlanPage Expires:07/31/2002			HUD50075 OMBApprovalNo:2577-0226

Low income (>50% but <80% AMI)	0	0	
Families with children	84	83%	
Elderly families			
Families with Disabilities	21	21%	
White	81	80%	
Black	20	20%	
Hispanic	2	2%	
Non-Hispanic	99	98%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2BR			
3BR			
4BR			
5BR			
5+BR			
Is the waiting list closed (select one)?      No    Yes If yes: How long has it been closed (# of months)?      Since 8/1/02 Does the PHA expect to open the list in the PHA Plan year?      No    Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No    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  
 Employ admissions preferences aimed at families with economic hardships  
 Adopt rent policies to support and encourage work  
 Other: (list below)

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

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

Select all that apply

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

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

Seek designation of public housing for the elderly  
Apply for special-purpose voucher 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  
Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing  
Apply for special-purpose voucher targeted to families with disabilities, should they become available  
Affirmatively market to local non-profit agencies that assist families with disabilities  
Other: (list below)

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

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

Select if applicable

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

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

## **2. Statement of Financial Resources**

[24CFR Part 903.79(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 support services, Section 8 tenant-based assistance, Section 8 support services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2003 grants)</b>		
a) Public Housing Operating Fund	\$928,074	
b) Public Housing Capital Fund	\$569,917	
c) HOPEVI Revitalization		
d) HOPEVI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$441,354	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
CFPFY 2001	\$193,365	
CFPFY 2002	\$597,598	
<b>3. Public Housing Dwelling Rental Income</b>	\$543,540	
<b>4. Other income (list below)</b>		
Interest	\$105,000	
Laundry	\$10,500	
Excess Utilities	\$8,000	
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	<b>\$3,397,348</b>	

### **3.PHAPoliciesGoverningEligibility,Selection,andAdmissions**

[24CFRPart903.79(c)]

#### **A.PublicHousing**

Exemptions:PHAsthatdonotadministerpublichousingarenotrequiredto completesubcomponent3A.

##### **(1)Eligibility**

a. WhendoesthePHAverifyeligibilityforadmissiontopublichousing?(selectallthat apply)

- Whenfamiliesarewithinacertainnumberofbeingofferedaunit:(statenumber)
- Whenfamiliesarewithinacertaintimeofbeingofferedaunit:(statetime)
- Other:(describe)Atapplicationandagainwhentheyarewithintop5on WaitingList.

b. Whichnon-income(screening)factorsdoesthePHAusetoestablisheligibilityforadmissiontopublic housing(selectallthatapply)?

- CriminalorDrug-relatedactivity
- Rentalhistory
- Housekeeping
- Other(describe)Credithistory;personalreferences

- c. Yes No:DoesthePHArequestcriminalrecordsfromlocallawenforcementagenciesforscreening purposes?
- d. Yes No:DoesthePHArequestcriminalrecordsfromStatelawenforcementagenciesforscreening purposes?
- e. Yes No:DoesthePHAaccessFBIcriminalrecordsfromtheFBIforscreeningpurposes?(either directlyorthroughanNCIC-authorizedsource)

##### **(2)WaitingListOrganization**

a. WhichmethodsdoesthePHApplantouseitoorganizeitspublichousingwaitinglist (selectallthatapply)

- Community-widelist
- Sub-jurisdictionallists
- Site-basedwaitinglists
- Other(describe)

b. Wheremayinterestedpersonsapplyforadmissiontopublichousing?

- PHAmainadministrativeoffice
- PHAdevelopmentssitemanagementoffice
- Other(listbelow)

c. IfthePHApplanstooperateoneormoresite-basedwaitinglistsinthecomingyear,answereachofthe followingquestions;ifnot,skiptosubsection **(3)Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?
2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously HUD-approved site-based waiting list plan)? If yes, how many lists?
3. Yes No: May families be on more than one list simultaneously? If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
  - PHA main administrative office
  - All PHA development management offices
  - Management offices at developments with site-based waiting lists
  - At the development to which they would like to apply
  - Other (list below)

**(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
  - One
  - Two
  - Three or More
- b. Yes No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

5 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

requirements

**(5)Occupancy**

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

- ThePHA-residentlease
- ThePHA’sAdmissionsand(Continued)Occupancypolicy
- PHAbriefingseminarsorwrittenmaterials
- Othersource(list)HouseRules(whichareattachedasapartofthelease)

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

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

**(6)DeconcentrationandIncomeMixing**

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?

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 development targeted below)

d. Yes No: Did the PHA adopt any changes to its **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

Actionstoimprovethemarketabilityofcertaindevelopments  
Adoptionoradjustmentofceilingrentsforcertaindevelopments  
Adoptionoffrentincentivestoencourageconcentrationofpovertyandincome-mixing  
Other(listbelow)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

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

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

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

## **B. Section 8**

Exemptions: PHA that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### **(1) Eligibility**

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

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

b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

Criminal or drug-related activity  
Other (describe below)

### **(2) Waiting List Organization**

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

None  
Federal public housing

Federal moderate rehabilitation  
Federal project-based certificate program  
Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

PHA main administrative office  
Other (list below)

### (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 family documents their efforts, and additional time can reasonably be expected to result in success.

### (4) Admissions Preferences

a. Income targeting

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

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent (5) **Special purpose section 8 assistance programs**)

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

5 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

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

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

- The Section 8 Administrative Plan
- Briefing sessions and written materials

Other(listbelow)

- b. HowdoesthePHAannouncetheavailabilityofanyspecial-purposesection8 programstothepublic?  
Throughpublishednotices  
Other(listbelow)

#### **4.PHARentDeterminationPolicies**

[24CFRPart903.79(d)]

#### **A.PublicHousing**

Exemptions:PHAsthatdonotadministerpublichousingarenotrequiredto completesub-component4A.

#### **(1)IncomeBasedRentPolicies**

DescribethePHA'sincomebasedrentsettingpolicy/iesforpublichousingusing,includingdiscretionary (thatis,notrequiredbystatuteorregulation)incomedisregardsandexclusions,intheappropriatespaces below.

a. Useofdiscretionarypolicies:(selectone)

ThePHAwillnotemployanydiscretionaryrent-settingpoliciesforincomebasedrentinpublic housing.Income-basedrentsaresetatthehigherof30%ofadjustedmonthlyincome,10%of unadjustedmonthlyincome,thewelfare rent,orminimumrent(lessHUDmandatorydeductions andexclusions).(Ifselected,skiptosub-component(2))

---or---

ThePHAemploysdiscretionarypoliciesfordeterminingincomebasedrent(Ifselected,continue toquestionb.)

b. MinimumRent

1. WhatamountbestreflectsthePHA'sminimumrent?(selectone)

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

2. Yes No:Has thePHAadoptedanydiscretionaryminimumrenthardshipexemptionpolicies?

3. Ifyestoquestion2, listthesepoliciesbelow :

d. Rentssetatlessthan30%thanadjustedincome

1. Yes No:DoesthePHAplantochargerentsatafixedamountor percentagelessthan30%ofadjustedincome?

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)

Deduction of Social Security and Medicare being withheld from paychecks of working residents.

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

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

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

For certain size units; e.g., larger bedroom sizes

Other (list below)

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

Market comparability study

Fair market rents (FMR)

95th percentile rents

75 percent of operating costs

100 percent of operating costs for general occupancy (family) developments

Operating costs plus debt service

The "rental value" of the unit  
Other (list below)

f. Rentre-determinations :

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

Never

At family option

Anytime the family experiences an income increase

Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \_\_\_\_\_

Other (list below)

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

**(2) Flat Rents**

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

This section 8 rent reasonableness study of comparable housing

Survey of rents listed in local newspaper

Survey of similar unassisted units in the neighborhood

Other (list/describe below)

Fair Market Rents

**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

Above 100% but at or below 110% of FMR

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

- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)
- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
  - The PHA has chosen to serve additional families by lowering the payment standard
  - Reflects market or submarket
  - Other (list below)
- c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)
- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
  - Reflects market or submarket
  - To increase housing options for families
  - Other (list below)
- d. How often are payment standards reevaluated for adequacy? (select one)
- Annually
  - Other (list below)
- e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)
- Success rates of assisted families
  - Rent burdens of assisted families
  - Other (list below)

**(2) Minimum Rent**

- a. What amount best reflects the PHA's minimum rent? (select one)
- \$0
  - \$1-\$25
  - \$26-\$50
- b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

**5. Operations and Management**

[24CFR Part 903.79(e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

**A. PHA Management Structure**

Describe the PHA's management structure and organization. (select one)

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

**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.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs (list individually)		

**C. Management and Maintenance Policies**

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

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

(2) Section 8 Management: (list below)

**6. PHA Grievance Procedures**

[24CFR Part 903.79(f)]

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

**A. Public Housing**

1. Yes No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list addition to federal requirements below:

2. Which PHA offices should residents or applicant to public housing contact to initiate the PHA grievance process? (select all that apply)

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

**B. Section 8 Tenant-Based Assistance**

1. Yes No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list addition to federal requirements below:

2. Which PHA offices 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 903.79(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 A

-or-

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

**(2) Optional 5-Year Action Plan**

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment B

-or-

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

**B. HOPEVI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPEVI 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 HOPEVI 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 HOPEVI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

Yes No: c) Does the PHA plan to apply for a HOPEVI revitalization grant in the Plan year?

If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed-financed 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**

[24CFR Part 903.79(h)]

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

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", 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.)

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. Activity type: Demolition Disposition	
3. Application status (select one) Approved Submitted, pending approval Planned application	
4. Date application approved, submitted, or planned for submission:	(DD/MM/YY)
5. Number of units affected:	
6. Coverage of action (select one) Part of the development 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**

[24CFR Part 903.79(i)]

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

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families

with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If "No", skip to component 10. If "yes", complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHA 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

<b>Designation of Public Housing Activity Description</b>	
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**

[24CFR Part 903.79(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 FY1996 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. PHA 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.

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	Assessment underway Assessment results submitted to HUD Assessment results approved by HUD (if marked, proceed to next question) Other (explain below)
3. Yes 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)	Conversion Plan in development Conversion Plan submitted to HUD on: (DD/MM/YYYY) Conversion Plan approved by HUD on: (DD/MM/YYYY) 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)	Units addressed in a pending or approved demolition application (date submitted or approved: ) Units addressed in a pending or approved HOPEVI demolition application (date submitted or approved: ) Units addressed in a pending or approved HOPEVI 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. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**11. Homeownership Programs Administered by the PHA**

[24CFR Part 903.79(k)]

**A. Public Housing**

Exemptions from Component 11 A: Section 8 only PHAs are not required to complete 11 A.

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 HOPEI program (42 U.S.C. 1437aaa) or has the PHA

applied or plan to apply to administer any home ownership programs under section 5(h), the HOPEI 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 as streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

**2. Activity Description**

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 12. If "No", complete the Activity Description table below.)

<b>Public Housing Homeownership Activity Description (Complete for each development affected)</b>	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	
	HOPEI 5(h) Turnkey III Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	
	Approved; included in the PHA's Homeownership Plan/Program Submitted, pending approval Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission:	(DD/MM/YYYY)
5. Number of units affected:	
6. Coverage of action: (select one)	
	Part of the development Total development

**B. Section 8 Tenant Based Assistance**

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

- 26-50participants
- 51to100participants
- morethan100participants

b.PHA-establishedeligibilitycriteria

Yes No:WillthePHA'sprogramhaveeligibilitycriteriaforparticipationinitsSection8 HomeownershipOptionprograminadditiontoHUDcriteria? Ifyes,listcriteriabelow:

## **12. PHA Community Service and Self-sufficiency Programs**

[24CFRPart903.79(l)]

ExemptionsfromComponent12:HighperformingandsmallPHAsarenotrequiredto completethis component.Section8-OnlyPHAsarenotrequiredto completesub-componentC.

### **A.PHA CoordinationwiththeWelfare(TANF)Agency**

1.Cooperativeagreements:

Yes No:HasthePHAhasenteredintoacooperativeagreementwiththeTANFAgency,toshare informationand/ortargetsupportiveservices(ascontemplatedbysection12(d)(7) oftheHousingActof1937)?

Ifyes,whatwasthedatethatagreementwassigned? DD/MM/YY

2.OthercoordinationeffortsbetweenthePHAandTANFagency(selectallthatapply)

- Clientreferrals
- Informationsharingregardingmutualclients(forrentdeterminationsandotherwise)
- Coordinatetheprovisionofspecificsocialandself-sufficiencyservicesandprogramstoeligible families
- Jointlyadministerprograms
- PartnertoadministeraHUDWelfare-to-Workvoucherprogram
- Jointadministrationofotherdemonstrationprogram
- Other(describe)

### **B. Servicesandprogramsofferedtoresidentsandparticipants**

#### **(1)General**

a.Self-SufficiencyPolicies

Which,ifanyofthefollowingdiscretionarypolicieswillthePHAemployto enhancetheeconomicandsocialself-sufficiencyofassistedfamiliesinthe followingareas?(selectallthatapply)

- Publichousingrentdeterminationpolicies
- Publichousingadmissionspolicies
- Section8admissionspolicies
- Preferenceinadmissiontosection8forcertainpublichousingfamilies
- Preferencesforfamiliesworkingorengagingintrainingoreducationprogramsfor non-housingprogramsoperatedorcoordinatedbythePHA
- Preference/eligibilityforpublichousinghomeownershipoptionparticipation
- Preference/eligibilityforsection8homeownershipoptionparticipation
- Otherpolicies(listbelow)

b. Economic and Social self-sufficiency programs

Yes No: Does the PHA coordinate, promote or provide any program 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 plan to take to achieve at least the minimum program size? If no, list the 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 training 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)

### **13. PHA Safety and Crime Prevention Measures**

[24CFR Part 903.79(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.

#### **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 area 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
- Policer reports
- Demonstrable, quantifiable success with previous or ongoing anti-crime/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 plan to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plan 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**

PHA eligible for FY2000 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 FY2000 in this PHA Plan?

Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_)

## **14. RESERVED FOR PET POLICY**

[24CFR Part 903.79(n)]

## **15. Civil Rights Certifications**

[24CFR Part 903.79(o)]

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

## **16. Fiscal Audit**

[24CFRPart903.79(p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
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**

[24CFRPart903.79(q)]

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?
3. 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 Housing Asset Management Table? **optional** Public

## **18. Other Information**

[24CFRPart903.79(r)]

### **A. Resident Advisory Board Recommendations**

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)  
Attached at Attachment (Filename)  
Provided below:
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:(listbelow)

## **B.DescriptionofElectionprocessforResidentsonthePHABoard**

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

### **3.DescriptionofResidentElectionProcess**

#### **a.Nominationofcandidatesforplaceontheballot:(selectallthatapply)**

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.Eligiblecandidates:(selectone)**

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.Eligiblevoters:(selectallthatapply)**

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.StatementofConsistencywiththeConsolidatedPlan**

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

### **1.ConsolidatedPlanjurisdiction:(providenamehere)**

### **2.ThePHAhas takenthefollowingsteps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction:(selectallthatapply)**

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.(listbelow)

Other:(listbelow)

4.TheConsolidatedPlanofthejurisdictionssupportsthePHAPlanwiththefollowingactionsand commitments:(describebelow)

**D.OtherInformationRequiredbyHUD**

UsethissectiontoprovideanyadditionalinformationrequestedbyHUD.

## Attachments

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

- Attachment A: FY2003 Capital Fund Program Annual Statement
- Attachment B: FY2003 Capital Fund Program 5-Year Action Plan
- Attachment C: Resident Member on the PHA Governing Board
- Attachment D: Membership of the Resident Advisory Board
- Attachment E: Statement of Progress in Meeting Mission & Goals
- Attachment F: Deconcentration
- Attachment G: Performance & Evaluation Report – CF PFY 2000
- Attachment H: Performance & Evaluation Report – CF PFY 2001
- Attachment I: Performance & Evaluation Report – CF PFY 2002



**CAPITAL FUND PROGRAM**

**Attachment A**

<b>Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Housing Authority of the City of Marion, Illinois		Grant Type and Number Capital Fund Program Grant No: IL06P12650103 Replacement Housing Factor Grant No:		Federal FY of Grant: 2003	
Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no: ) Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	1,500			
4	1410 Administration	55,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	45,000			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	451,000			
11	1465.1 Dwelling Equipment—Nonexpendable	8,500			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				

19	1501 Collateralization or Debt Service				
20	1502 Contingency	8,917			
21	Amount of Annual Grant: (sum of lines 2-20)	569,917			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of Line 21 Related to Security - Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Housing Authority of the City of Marion			Grant Type and Number Capital Fund Program Grant No: IL06P12650103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003		
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	
IL-126-001	Replace Roof	1460	1	75,000				
IL-126-004	Replace Drain Lines	1460	80 units	200,000				
	Replace Furnaces - Install AC	1460	80 units	176,000				
IL-126-005	Ranges and Range Hoods	1465	21	8,500				
PHA-Wide	Training, Digital Camera, Color Printer	1408		1,500				
	Mod Coordinator's Salary & Benefits	1410		55,000				
	A/E Fees, Notices, etc.	1430		45,000				
	Contingency	1502		8,917				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule					
PHA Name: Housing Authority of the City of Marion, Illinois		Grant Type and Number Capital Fund Program No: IL06P12650103 Replacement Housing Factor No:		Federal FY of Grant: 2003	

DevelopmentNumber Name/HA-Wide Activities	AllFundObligated (QuarterEndingDate)			AllFundsExpended (QuarterEndingDate)			ReasonsforRevisedTargetDates
	Original	Revised	Actual	Original	Revised	Actual	
IL-126-001	05/31/05			05/31/07			
IL-126-004	05/31/05			05/31/07			
IL-126-005	05/31/05			05/31/07			
PHA-Wide	05/31/05			05/31/07			

**AttachmentB**  
**CapitalFundProgramFive-YearActionPlan**  
**PartI:Summary**

PHANameHousingAuthority OftheCityofMarion,Illinois		<b>Original5-YearPlan RevisionNo:</b>			
Development Number/Name/HA- Wide	Year1 2003	WorkStatementforYear2 FFYGrant:2004 PHAFY:2004	WorkStatementforYear3 FFYGrant:2005 PHAFY:2005	WorkStatementforYear4 FFYGrant:2006 PHAFY:2006	WorkStatementforYear5 FFYGrant:2007 PHAFY:2007
	Annual Statement				
IL-126-001		170,000	193,167	192,917	130,000
IL-126-002		50,000	155,000	50,000	50,000
IL-126-004		2,500	12,000	105,000	50,000
IL-126-005		30,000	5,000	30,000	10,000
IL-126-006		40,000	94,000	10,000	110,000
IL-126-007		161,917	0	75,000	115,000
PHA-Wide		115,500	110,750	107,000	104,917
CFPFundsListedfor 5-yearplanning		569,917	569,917	569,917	569,917
ReplacementHousing FactorFunds					

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

Activitiesfor Year1	ActivitiesforYear:2 FFYGrant:2004 PHAFY:2004			ActivitiesforYear:3 FFYGrant:2005 PHAFY:2005		
	<b>Development Name/Number</b>	<b>MajorWork Categories</b>	<b>EstimatedCost</b>	<b>Development Name/Number</b>	<b>MajorWork Categories</b>	<b>EstimatedCost</b>
See	IL-126-001	Bathrooms	125,000	IL-126-001	Boilers	40,000
Annual	IL-126-001	HallCarpet	45,000	IL-126-001	HallLighting	14,167
Statement	IL-126-002	InteriorLighting	50,000	IL-126-001	LEDExitSigns	4,000
	IL-126-004	Com.Rm.Lighting	2,500	IL-126-001	Flooring	135,000
	IL-126-005	Int.ElectricUpgrade	30,000	IL-126-002	Roofs	155,000
	IL-126-006	HallCarpet	40,000	IL-126-004	PaintExt.Doors	12,000
	IL-126-007	Kitchens	60,000	IL-126-005	PaintExt.Doors	5,000
	IL-126-007	Flooring	101,917	IL-126-006	HallCeilings	20,000
				IL-126-006	HallLighting	30,000
				IL-126-006	TileStairs	40,000
				IL-126-006	LEDExitSigns	4,000
	PHA-Wide	Training	1,500	PHA-Wide	Training	2,000
		ModCoordinatorSalary	55,000		ModCoordinatorSalary	55,000
		A/EFees	45,000		A/EFees	50,000
		OfficeFlooring	10,000		Printer	2,500
		OfficeFurniture	4,000		DoorOpeners(Shop)	1,250
	<b>TotalCFPEstimatedCost</b>		\$569,917			\$569,917

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

ActivitiesforYear4 FFYGrant:2006 PHAFY:2006			ActivitiesforYear:5 FFYGrant:2007 PHAFY:2007		
Development Name/Number	MajorWork Categories	EstimatedCost	Development Name/Number	MajorWork Categories	EstimatedCost
IL-126-001	FrontEntry	5,000	IL-126-001	Generator	30,000
IL-126-001	SealExteriorofBldg	187,917	IL-126-001	PaintApts.	100,000
IL-126-002	Bathrooms	50,000	IL-126-002	PlaygroundEquipment	50,000
IL-126-004	UtilityRooms	80,000	IL-126-004	PlaygroundEquipment	50,000
IL-126-004	WaterHeaters	25,000	IL-126-005	SecurityScreens	10,000
IL-126-005	UtilityRooms	30,000	IL-126-006	InteriorDoors	80,000
IL-126-006	StairWindows	5,000	IL-126-006	OutsideLighting	30,000
IL-126-006	ParkingLot	5,000	IL-126-007	PlaygroundEquipment	75,000
IL-126-007	Bathrooms	25,000	IL-126-007	Furnaces/AC	40,000
IL-126-007	Roofs	50,000			
PHA-Wide	Training	2,000	PHA-Wide	Training	2,000
	ModCoordinatorSalary	55,000		ModCoordinatorSalary	55,000
	A/EFees	50,000		A/EFees	47,917
<b>TotalCFPEstimatedCost</b>		<b>\$569,917</b>			<b>\$569,917</b>

## Required Attachment C: Resident Member on the PHA Governing Board

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

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

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

C. The term of appointment is (include the date term expires): Appointment effective  
01/11/99 through 12/29/04

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

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

B. Date of next term expiration of a governing board member: 12/29/03

C. Name and title of appointing official(s) for governing board:  
Robert L. Butler, Mayor, City of Marion, Illinois

**Required Attachment D:            Membership of Resident Advisory Board**

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

Doris Fisher  
Minnie Calbroth  
Tracy Newman  
Rosemary Arroyo  
Sharon Lowe  
Rhonda O'Connor  
Tanya Stewart  
Wanda Baker  
Nora Hightower

Members volunteered to serve on the Resident Advisory Board.



## Required Attachment F: Deconcentration

### 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:

<b>Deconcentration Policy for Covered Developments</b>			
<b>Development Name :</b>	<b>Number of Units</b>	<b>Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]</b>	<b>Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]</b>
East Marion 15	15	This is a small scattered site development with 6 units each at two sites, and one single unit	An excerpt from our deconcentration policy is set forth below.

#### “9.4 **DECONCENTRATION**

It is the policy of the Housing Authority of the City of Marion, Illinois, 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 may 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 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.”

**CAPITAL FUND PROGRAM**

**Attachment G**

<b>Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Housing Authority of the City of Marion, Illinois		Grant Type and Number Capital Fund Program Grant No: IL06P12650100 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000
Original Annual Statement Reserve for Disasters/Emergencies		Revised Annual Statement (revision no: )			
Performance and Evaluation Report for Period Ending: 06/30/2002 Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration	32,878.46	37,887.05	37,887.05	26,334.97
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	15,374.80	15,876.30	15,876.30	15,374.80
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	537,444.74	531,934.65	531,934.65	257,924.07
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				

19	1501 Collateralization or Debt Service				
20	1502 Contingency	0	0		
21	Amount of Annual Grant: (sum of lines 2-20)	585,698.00	585,698.00	585,698.00	299,633.84
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of Line 21 Related to Security - Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHAName: Housing Authority of the City of Marion, Illinois			Grant Type and Number Capital Fund Program Grant No: IL06P12650100 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
IL-126-001	Kitchen Cabinets	1460	102	115,579.07	115,579.07	115,579.07	115,579.07	Completed	
IL-126-002	Interior Doors	1460	49	119,475.00	119,475.00	119,475.00	0.00	In Progress	
IL-126-005	Flooring	1460	21	98,395.67	92,885.58	92,885.58	0.00	In Progress	
	Interior Doors	1460	21	23,850.00	23,850.00	23,850.00	0.00	In Progress	
IL-126-006	Access Control/Intercom	1460	1	0.00	0.00	0.00	0.00	Completed	
	Bathrooms	1460	64	102,345.00	102,345.00	102,345.00	102,345.00	Completed	
IL-126-007	Exterior Doors	1460	15	40,000.00	40,000.00	40,000.00	40,000.00	Completed	
	Interior Doors	1460	15	37,800.00	37,800.00	37,800.00	0.00	In Progress	
PHA-Wide	Training	1408		0.00	0.00	0.00	0.00		
	Mod Coordinator Salary & Benefits	1410		32,878.46	37,887.05	37,887.05	26,334.97		
	A/E Fees, Notices, etc.	1430		15,374.80	15,876.30	15,876.30	15,374.80		
	Contingency	1502		0.00	0.00	0.00	0.00		
				585,698.00	585,698.00	585,698.00	299,633.84		

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>							
PHA Name: Housing Authority of the City of Marion, Illinois			<b>Grant Type and Number</b> Capital Fund Program No: IL06P12650100 Replacement Housing Factor No:			<b>Federal FY of Grant:</b> 2000	
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	
IL-126-001	03/18/02	03/18/02	06/26/01	09/30/03	09/30/03	03/08/02	
IL-126-002	03/18/02	03/18/02	03/12/02	09/30/03	09/30/03		
IL-126-004	03/18/02	03/18/02	03/12/02	09/30/03	09/30/03		
IL-126-005	03/18/02	03/18/02	06/26/01	09/30/03	09/30/03		
IL-126-006	03/18/02	03/18/02	03/12/01	09/30/03	09/30/03	03/08/02	
IL-126-007	03/18/02	03/18/02	03/18/02	09/30/03	09/30/03		
PHA-Wide	03/18/02	03/18/02	03/18/02	09/30/03	09/30/03		

**CAPITAL FUND PROGRAM**

**Attachment H**

<b>Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Housing Authority of the City of Marion, Illinois		Grant Type and Number Capital Fund Program Grant No: IL06P12650101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001
Original Annual Statement Reserve for Disasters/Emergencies		Revised Annual Statement (revision no: )			
Performance and Evaluation Report for Period Ending: 06/30/02		Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit	50,000	50,000	0.00	0.00
6	1415 Liquidated Damages				
7	1430 Fees and Costs	50,000	70,000	69,055.33	13,370.33
8	1440 Site Acquisition				
9	1450 Site Improvement	51,000	45,735	0.00	0.00
10	1460 Dwelling Structures	446,598	428,143	1,943.42	0.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	0	3,720	0.00	0.00
18	1499 Development Activities				

19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2-20)	597,598	597,598	70,998.75	13,370.33
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of Line 21 Related to Security - Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHAName: Housing Authority of the City of Marion, Illinois			Grant Type and Number Capital Fund Program Grant No: IL06P12650101 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	
IL-126-001	Kitchen Cabinets	1460		0	0.00	0.00	0.00	
	Site Work	1450		51,000	45,375.00	0.00	0.00	
	Closet Doors	1460		90,000	80,000.00	0.00	0.00	
IL-126-002	Interior Doors	1460		0	0	0.00	0.00	
	Hot Water Heaters	1460		22,000	0	0.00	0.00	
	Storm Doors	1460		38,000	24,500.00	0.00	0.00	
IL-126-004	Storm Doors	1460		57,000	57,000.00	0.00	0.00	
IL-126-005	Flooring	1460		0	7,140.64	1,943.42	0.00	
	Storm Doors	1460		15,000	15,000.00	0.00	0.00	
	Relocation Expense	1460		0	3,120.00	0.00	0.00	
IL-126-006	Flooring	1460		115,000	100,000.00	0.00	0.00	
	Exterior Upgrade	1460		98,598	133,502.36	0.00	0.00	
	Relocation Expense	1460		0	600.00	0.00	0.00	
IL-126-007	Storm Doors	1460		11,000	11,000.00	0.00	0.00	
PHA-Wide	Training	1408		0	0.00	0.00	0.00	
	Mod Coordinator Salary & Benefits	1410		50,000	50,000.00	0.00	0.00	
	A/E Fees, Notices, etc.	1430		50,000	70,000.00	69,055.33	13,370.33	
	Contingency	1502		0	0.00	0.00	0.00	

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>							
PHA Name: Housing Authority of the City of Marion, Illinois		<b>Grant Type and Number</b> Capital Fund Program No: IL06P12650101 Replacement Housing Factor No:				<b>Federal FY of Grant:</b> 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	
IL-126-001	06/30/03			09/30/04			
IL-126-002	06/30/03			09/30/04			
IL-126-004	06/30/03			09/30/04			
IL-126-005	06/30/03			09/30/04			
IL-126-006	06/30/03			09/30/04			
IL-126-007	06/30/03			09/30/04			
PHA-Wide	06/30/03			09/30/04			

**CAPITAL FUND PROGRAM**

**Attachment I**

<b>Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Housing Authority of the City of Marion, Illinois		Grant Type and Number Capital Fund Program Grant No: IL06P12650102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002
Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no: ) Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	2,500	1,500	0.00	0.00
4	1410 Administration	55,000	55,000	0.00	0.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	45,000	45,000	0.00	0.00
8	1440 Site Acquisition				
9	1450 Site Improvement	30,000	368,417	0.00	0.00
10	1460 Dwelling Structures	365,000	75,000	0.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable	35,000	0	0.00	0.00
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	42,500	25,000	0.00	0.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				

19	1501 Collateralization or Debt Service				
20	1502 Contingency	22,598	0	0.00	0.00
21	Amount of Annual Grant: (sum of lines 2-20)	597,598	569,917	0.00	0.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of Line 21 Related to Security - Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHAName:		Grant Type and Number Capital Fund Program Grant No: IL06P12650102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
IL-126-001	Com.Rm./Lounge Furniture	1475	3 Areas	10,000	0	0.00	0.00	
IL-126-001	Circulating Pumps/Storage Tanks	1475		25,000	25,000	0.00	0.00	
IL-126-002	Site Work/Parking Areas	1450	9 Areas	30,000	15,767	0.00	0.00	
IL-126-004	Utility Room Upgrade	1460	80 Units	80,000	0	0.00	0.00	
IL-126-004	Site Work	1450	2 Areas	0	345,150	0.00	0.00	
IL-126-005	Utility Room Upgrade	1460	20 Units	20,000	0	0.00	0.00	
IL-126-005	Replace Interior Doors	1460	20 Units	30,000	0	0.00	0.00	
IL-126-006	Com.Rm./Lounge Furniture	1475	2 Areas	7,500	0	0.00	0.00	
IL-126-006	Building Exterior Renovation	1460	64 Units	75,000	75,000	0.00	0.00	
IL-126-006	Appliances	1465	64 Units	35,000	0	0.00	0.00	
IL-126-007	Interior Doors	1460	15 Units	60,000	0	0.00	0.00	
IL-126-007	Floor Tile	1460	15 Units	100,000	0	0.00	0.00	
IL-126-007	Site Work	1450	3 Areas	0	7,500	0.00	0.00	
PHA-Wide	Training	1408		2,500	1,500	0.00	0.00	
	Mod Coordinator Salary & Benefits	1410		55,000	55,000	0.00	0.00	
	A/E Fees, Notices, etc.	1430		45,000	45,000	0.00	0.00	
	Contingency	1502		22,598	0	0.00	0.00	

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>							
PHA Name:		<b>Grant Type and Number</b> Capital Fund Program No: IL06P12650102 Replacement Housing Factor No:				Federal FY of Grant: 2002	
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	
IL-126-001	06/30/03	05/31/04		12/31/04	05/31/06		
IL-126-002	06/30/03	05/31/04		12/31/04	05/31/06		
IL-126-004	06/30/03	05/31/04		12/31/04	05/31/06		
IL-126-005	06/30/03	05/31/04		12/31/04	05/31/06		
IL-126-006	06/30/03	05/31/04		12/31/04	05/31/06		
IL-126-007	06/30/03	05/31/04		12/31/04	05/31/06		
PHA-Wide	06/30/03	05/31/04		12/31/04	05/31/06		