

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

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# PHA Plans

5 Year Plan for Fiscal Years 2004 - 2008  
Annual Plan for Fiscal Year 2004

Washington County Housing Authority  
Washington, Pennsylvania

**Stephen K. Hall**  
**Executive Director**

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan  
Agency Identification**

**PHA Name:** Washington County Housing Authority

**PHA Number:** PA-17

**PHA Fiscal Year Beginning:** 10/2003

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

PHA development management offices

PHA local offices

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**  
[24 CFR Part 903.5]

**A. Mission**

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

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

**B. Goals**

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

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

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

- Reduce public housing vacancies:
  - ☞ The Housing Authority will continue to attempt to reduce vacancies within the constraints of the existing housing market and current limited interest in Public Housing.
- Leverage private or other public funds to create additional housing opportunities:
  - ☞ The Housing Authority will research the possibility of creating private/public partnerships based upon demand.
- Acquire or build units or developments
- Other (list below)
  - ☞ The Washington County Housing Authority acknowledges the need to comply with HUD performance expectations. To this end a 5-Year goal of the Authority will be to adopt strategies to address operations within the Authority where performance results in low PHAS scores. The current emphasis will be based on strategies to increase Public Housing and Section 8 occupancy rates.
- PHA Goal: Improve the quality of assisted housing Objectives:
  - Improve public housing management: (PHAS score) 86
    - ☞ The Housing Authority is committed to improving public housing management. The long-range goal of the PHA is to strive to increase the PHAS within the constraints of the current difficult housing market.
  - Improve voucher management: (SEMAP score) 88
  - Increase customer satisfaction:
    - ☞ By sustaining preventative and routine maintenance overall livability will be positively impacted. Renewed emphasis will be placed on addressing safety and neighborhood appearance.
  - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
  - Renovate or modernize public housing units:
    - ☞ The Housing Authority will continue its commitment to renovation, rehabilitation and modernization through implementation of the 5-Year Capital Fund planning process and completion of Comprehensive Grant activities as scheduled.

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

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

PHA Goal: Increase assisted housing choices

Objectives:

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

Implement public housing or other homeownership programs:

- ☞ The Authority will continue to research the possibility of developing a pilot Section 8 Homeownership Program starting with 5 or fewer homeownership opportunities.

- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

- ☞ The Washington County Housing Authority intends to pursue opportunities aimed at supporting the upward mobility of our public housing residents. The Authority will continue currently available measures such as instituting flat rents that encourage work and savings. The Authority will continue a pilot program for Public Housing residents interested and able to assume homeownership. A similar effort directed toward Section 8 residents has been initiated. Through these programs the Authority will support efforts that provide downpayment assistance to eligible families.

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

PHA Goal: Provide an improved living environment

Objectives:

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

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
  - Support and cooperate with employment agencies by making PHA facilities available to Job Training Partnership Act (JTPA) and other employment services organizations.
  - Provide meaningful community service opportunities that will encourage full time employment.
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
  - The Housing Authority will continue all measures to insure access to assisted housing regardless of race. The Authority is not contemplating additional efforts in this regard since minorities and other target classes are not underrepresented in Authority units compared to the population as a whole.
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- Other: (list below)
  - The Housing Authority plans to promote greater resident involvement in matters that effect living conditions in our public housing communities and Section 8 programs. To this end, the Authority has established a goal

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

**Other PHA Goals and Objectives: (list below)**

**Annual PHA Plan**  
**PHA Fiscal Year 2000**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

**❖ Executive Summary**

The Quality Housing and Work Responsibility Act of 1998 created the public housing agency Five Year and Annual Plan requirements. The Housing Authority's Five Year Plan describes the mission of the Authority and the long-term goals and objectives for achieving its mission through the period 2004 to 2008. The Annual Plan identifies approaches the Housing Authority will take to manage programs and provide services for the fiscal year beginning in October 2003.

The overall goals and objectives identified in the Five Year Plan remain substantially unchanged from last fiscal year. Emphasis will again be placed on reducing public housing vacancies and completing capital fund improvements within prescribed time frames. Efforts will be increased in the area of demolition while continuing to develop homeownership opportunities aimed at Section 8 tenants.

The Annual Plan identifies specific activities that will be undertaken during the period October 1, 2003 through September 30, 2004.

Specifically this will include exploring the possibility of creating an additional Head Start Center, filing applications for additional demolition as part of an overall vacancy reduction strategy. The Authority will initiate new safety and security measures,

reestablish the previously suspended Community Service Program and the new Section 8 homeownership program should see its first participants during the 2004 Plan year. The Section 8 program now serves as many families in Washington County as the Public Housing program.

One of the goals of the Annual Plan is to reduce the number of reports that must be sent to HUD. The Annual Plan does, to the extent practicable and directed by HUD, consolidate some of the information the Housing Authority is now required to submit to HUD. Principal among these submissions is the Capital Fund Program application and Performance and Evaluation reports that are attached to the Annual Plan.

The QHWRA also requires that the Agency Plan developed by the Washington County Housing Authority be consistent with the Washington County Consolidated Plan. A copy of the Public Housing Agency Plan will be sent to the Washington County Redevelopment Authority for their determination of consistency with the Plan. A copy of their Certificate of Consistency will be sent to the local HUD office along with the other required certifications.

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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### Attachments

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

#### Required Attachments:

- A. Admissions Policy for Deconcentration
- FY 2004 Capital Fund Program Annual Statement (Attachment pa017a01)
- Most recent Board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- B. Implementation of Public Housing Resident Community Service Requirement
- C. Pet Policy
- D. PHA 5-Year Plan Progress Report
- E. Resident Member of the PHA Governing Board
- F. Membership of the Resident Advisory Board/s
- G. Substantial Deviation and Significant Amendment or Modification Definitions
- H. Voluntary Conversions Additional Questions (see page 40)
- I. Section 8 Homeownership Capacity Statement

#### Optional Attachments:

##### PHA Management Organizational Chart

- FY 2004 Capital Fund Program 5 Year Action Plan (Attachment pa017a01)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (See Attachment J)
- Other (List below, providing each attachment name)

## Supporting Documents Available for Review

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

| List of Supporting Documents Available for Review |   |  |
|---|---|--|
| Applicable & On Display                           | Supporting Document   | Applicable Plan Component                                    |
| <input checked="" type="checkbox"/>               | PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations  | 5 Year and Annual Plans                                      |
| <input checked="" type="checkbox"/>               | State/Local Government Certification of Consistency with the Consolidated Plan  | 5 Year and Annual Plans                                      |
| <input checked="" type="checkbox"/>               | Fair Housing Documentation:<br>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                                      |
| <input checked="" type="checkbox"/>               | 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:<br>Housing Needs                                |
| <input checked="" type="checkbox"/>               | Most recent board-approved operating budget for the public housing program  | Annual Plan:<br>Financial Resources;                         |
| <input checked="" type="checkbox"/>               | 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 |
| <input checked="" type="checkbox"/>               | Section 8 Administrative Plan   | Annual Plan: Eligibility, Selection, and Admissions Policies |
| <input checked="" type="checkbox"/>               | Public Housing Deconcentration and Income Mixing Documentation:<br>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<br>2. Documentation of the required deconcentration and income mixing analysis   | Annual Plan: Eligibility, Selection, and Admissions Policies |
| <input checked="" type="checkbox"/>               | Public housing rent determination policies, including the methodology for setting public housing flat rents<br><input checked="" type="checkbox"/> check here if included in the public housing A & O Policy  | Annual Plan: Rent Determination                              |
| <input checked="" type="checkbox"/>               | Schedule of flat rents offered at each public housing development<br><input type="checkbox"/> check here if included in the public housing  | Annual Plan: Rent Determination                              |

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

| <b>List of Supporting Documents Available for Review</b> |   |                                  |
|--|---|----------------------------------|
| <b>Applicable &amp; On Display</b>                       | <b>Supporting Document</b>  | <b>Applicable Plan Component</b> |
| ☞  | The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings | Annual Plan: Annual Audit        |
|  | Troubled PHAs: MOA/Recovery Plan  | Troubled PHAs                    |
|  | Other supporting documents (optional)<br>(list individually; use as many lines as necessary)  | (specify as needed)              |
| ☞  | Policy on Administration of the Community Service Requirement   | Required by Handbook 2000-43     |
| ☞  | Full Pet Policy   | Required by Handbook 2000-43     |
| ☞  | Deconcentration of Poverty and Income Mixing-Income Analysis  | Required by Handbook 2001-26     |
| ☞  | Voluntary Conversion – Initial Assessment   | Required by Handbook 2001-26     |

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

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

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

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

| Housing Needs of Families in the Jurisdiction<br>by Family Type |         |                |        |         |                |      |           |
|---|---------|----------------|--------|---------|----------------|------|-----------|
| Family Type   | Overall | Afford-ability | Supply | Quality | Access-ibility | Size | Loca-tion |
| Race/Ethnicity (Black)  | 137     | 3              | n/a    |         |                |      |           |
| Race/Ethnicity  |         |                |        |         |                |      |           |
| Race/Ethnicity  |         |                |        |         |                |      |           |

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year:
  - U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
  - American Housing Survey data  
Indicate year:
  - Other housing market study  
Indicate year:
  - Other sources: (list and indicate year of information)
- Pennsylvania State University Data Center.  
 U.S. Census Data: Small Income and Poverty Estimates.  
 Washington County Housing Authority Waiting List

### B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

| Housing Needs of Families on the Waiting List        |   |                     |                 |
|--|---|---------------------|-----------------|
| Waiting list type: (select one)                      |   |                     |                 |
| <input type="checkbox"/>                             | Section 8 tenant-based assistance                                       |                     |                 |
| <input checked="" type="checkbox"/>                  | Public Housing  |                     |                 |
| <input type="checkbox"/>                             | Combined Section 8 and Public Housing                                   |                     |                 |
| <input type="checkbox"/>                             | Public Housing Site-Based or sub-jurisdictional waiting list (optional) |                     |                 |
| If used, identify which development/subjurisdiction: |   |                     |                 |
|  | # of families   | % of total families | Annual Turnover |
| Waiting list total                                   | 296   |                     | 82              |

| <b>Housing Needs of Families on the Waiting List</b>  |     |      |  |
|---|-----|------|--|
| Extremely low income <=30% AMI  | 89  | 30.1 |  |
| Very low income (>30% but <=50% AMI)  | 185 | 62.5 |  |
| Low income (>50% but <80% AMI)  | 22  | 7.4  |  |
| Families with children  | 105 | 35.4 |  |
| Elderly families  | 97  | 32.7 |  |
| Families with Disabilities  | 78  | 26.3 |  |
| Race/ethnicity (White)  | 216 | 72.9 |  |
| Race/ethnicity (Black)  | 79  | 27   |  |
| Race/ethnicity (Other)  | 1   | .1   |  |
| Race/ethnicity  |     |      |  |
| Characteristics by Bedroom Size (Public Housing Only)   |     |      |  |
| 1BR   | 191 | 64.6 |  |
| 2 BR  | 74  | 25   |  |
| 3 BR  | 25  | 8.4  |  |
| 4 BR  | 6   | 2    |  |
| 5 BR  |     |      |  |
| 5+ BR   |     |      |  |
| Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes  |     |      |  |
| If yes:   |     |      |  |
| How long has it been closed (# of months)?  |     |      |  |
| Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes   |     |      |  |
| Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes |     |      |  |

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

### Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance  
 Public Housing  
 Combined Section 8 and Public Housing  
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

|   | # of families | % of total families | Annual Turnover |
|---|---------------|---------------------|-----------------|
| Waiting list total                                    | 507           |                     | 244             |
| Extremely low income <=30% AMI                        | 59            | 11.6                |                 |
| Very low income (>30% but <=50% AMI)                  | 440           | 86.7                |                 |
| Low income (>50% but <80% AMI)                        | 7             | 1.3                 |                 |
| Families with children                                | 292           | 57.6                |                 |
| Elderly families                                      | 215           | 42.4                |                 |
| Families with Disabilities                            | 148           | 29.1                |                 |
| Race/ethnicity (White)                                | 392           | 77.3                |                 |
| Race/ethnicity (Black)                                | 109           | 21.4                |                 |
| Race/ethnicity (Hispanic)                             | 1             | .1                  |                 |
| Race/ethnicity (Other)                                | 5             | 1                   |                 |
| Characteristics by Bedroom Size (Public Housing Only) |               |                     |                 |
| 1BR   |               |                     |                 |
| 2 BR  |               |                     |                 |
| 3 BR  |               |                     |                 |
| 4 BR  |               |                     |                 |
| 5 BR  |               |                     |                 |
| 5+ BR   |               |                     |                 |

### Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)?  No  Yes

If yes:

How long has it been closed (# of months)? 3 months as of May 1, 2003

Does the PHA expect to reopen 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.
  - ☞ In 1999 the Housing Authority created the New Eagle Housing Development Corporation. This Corporation, along with partner agencies using various state and federal housing programs was committed to developing a 42 unit elderly complex in the Borough of New Eagle. Groundbreaking took place in April 2001. Construction proceeded into 2002, occupancy began in May 2002 and was completed shortly thereafter. The facility is now under PHA management. (Goal Accomplished)
  
  - ☞ The Housing Authority will continue to pursue additional elderly housing resources if/when viable opportunities develop. During the 2003/2004 Plan Years the Housing Authority in cooperation with the Redevelopment Authority will examine the possibility of developing additional elderly units in Burgettstown. A non-profit entity similar to the New Eagle model will be explored.
- Other: (list below)

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

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

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

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

Select if applicable

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

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

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

| <b>Financial Resources:<br/>Planned Sources and Uses</b>                              |                   | <b>As of April 2003</b>  |
|---|-------------------|--|
| <b>Sources</b>  | <b>Planned \$</b> | <b>Planned Uses</b>  |
| <b>1. Federal Grants (FY 2000 grants)</b>   |                   | Public Housing Operations, Capital Improvements and Section 8 Operations |
| a) Public Housing Operating Fund  | 1,860,000         |  |
| b) Public Housing Capital Fund  | 1,575,000         |  |
| c) HOPE VI Revitalization   | 0                 |  |
| d) HOPE VI Demolition   | 0                 |  |
| e) Annual Contributions for Section 8 Tenant-Based Assistance                         | 3,352,000         |  |
| f) Public Housing Drug Elimination Program (including any Technical Assistance funds) | 0                 |  |
| g) Resident Opportunity and Self-Sufficiency Grants                                   | 0                 |  |
| h) Community Development Block Grant  | 0                 |  |
| i) HOME   | 0                 |  |
| Other Federal Grants (list below)   |                   |  |
| Replacement Housing   | 23,000            | Replacement Housing  |
| <b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>             |                   |  |
| 2001 Capital Fund   | 751,746           | Public Housing Capital Improvements                                      |
| 2002 Capital Fund   | 905,863           | Public Housing Capital Improvements                                      |
| 2001 Replacement Housing Grant_   | 21,269            | Replacement Housing  |
| 2002 Replacement Housing Grant  | 23,469            |  |
| <b>3. Public Housing Dwelling Rental Income</b>                                       | 1,595,895         | Public Housing Operations  |
|   |                   |  |
|   |                   |  |
| <b>4. Other income (list below)</b>   |                   |  |
|   |                   |  |

| Financial Resources:<br>Planned Sources and Uses |            | As of April 2003                                   |
|--|------------|--|
| Sources  | Planned \$ | Planned Uses                                       |
| Vending  | 60,000     | Public Housing Operations and Capital Improvements |
| Public Housing Investments                       | 15,000     | Public Housing Operations and Capital Improvements |
|  |            |  |
| <b>4. Non-federal sources</b> (list below)       |            |  |
|  |            |  |
| <b>Total resources</b>                           |            |  |
|  |            |  |
|  |            |  |

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

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

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)
- Eligibility is initially determined at the time of a preliminary application. Following criminal, credit and landlord screening a full application is prepared. Generally in less than 30 days of the full application an interview is conducted and full eligibility for admission is determined.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)
- Credit check

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

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

**(2)Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- ☞ The Authority currently uses 5 sub-jurisdictional family waiting lists and 4 sub-jurisdictional elderly waiting lists.

| Family                   | Elderly            |
|--------------------------|--------------------|
| 1. California            | 1. Washington      |
| 2. Washington/Canonsburg | 2. Bentleyville    |
| 3. Fredericktown         | 3. California      |
| 4. Donora                | 4. North Charleroi |
| 5. Monongahela           |                    |

- Site-based waiting lists
- Other (describe)

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

- PHA main administrative office
- PHA development site management office
- Other (list below)
- ☞ Applications are available through Connect Inc., a non-profit emergency housing provider; the Washington Hospital and the Washington County Human Services Agency. Persons with computer access can obtain an application over the Housing Authority's internet web site.

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

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

3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- PHA main administrative office
  - All PHA development management offices
  - Management offices at developments with site-based waiting lists
  - At the development to which they would like to apply
  - Other (list below)

**(3) Assignment**

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

**(4) Admissions Preferences**

- a. Income targeting:
- Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
- In what circumstances will transfers take precedence over new admissions? (list below)
- Emergencies
  - Overhoused
  - Underhoused
  - Medical justification
  - Administrative reasons determined by the PHA (e.g., to permit modernization work)
  - Resident choice: (state circumstances below)
  - Other: (list below)

c. Preferences

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

☞ 2 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

#### **(5) Occupancy**

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

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- The Authority will begin distributing an updated version of the "Resident Handbook". A separate handbook is available for new family and elderly residents. These "Plain English" booklets explain the lease as well as the rules and regulations associated with living in public housing.
- Other source (list)
  - "Things You Should Know" booklet
  - Packet of information on lead based paint, housekeeping and rental payments.
  - "Danger in the Home" booklet

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

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

#### **(6) Deconcentration and Income Mixing**

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

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

Deconcentration Policy for Covered Developments

| Development Name: | Number of Units | Explanation (if any) | Deconcentration policy (if no explanation)<br>[see step 5 at 903.2(c)(1)(v)] |
|-------------------|-----------------|----------------------|--|
| Highland Terrace  | 84              | Below 85%            | Target higher Income   |
|                   |                 |                      |  |
|                   |                 |                      |  |

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

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

The Washington County Housing Authority has performed the above calculations and determined the average income of tenants in all occupied family units is \$10,722.00. The established income range was determined to be between \$9,114.00 and \$12,330.00. In comparing the average incomes for each individual family development against the established income range and taking into consideration the August 6, 2002 "30%" rule, no development is categorized as higher income. Highland Terrace with an average income of \$8,815.00 is below the established range.

☞ No project designated higher income (at or above 115% of the EIR) is at or below 30% of area median income. The FY 2003 median income is \$54,100, 30% of the median income is \$16,230.00.

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

Adoption of site-based waiting lists

If selected, list targeted developments below:

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

If selected, list targeted developments below:

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

- Other (list policies and developments targeted below)

- d.  Yes  No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

- e. If the answer to d was yes, how would you describe these changes? (select all that apply)

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

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

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

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

**(1) Eligibility**

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
  - Criminal and drug-related activity, more extensively than required by law or regulation
  - More general screening than criminal and drug-related activity (list factors below)
  - Other (list below)
- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
  - Other (describe below)
    - ☞ The Housing Authority provides prior address and former landlord's name.

**(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
  - Federal public housing
  - Federal moderate rehabilitation
  - Federal project-based certificate program
  - Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

PHA main administrative office

Other (list below)

Application can be made at any public housing site office. Application forms are available on the Housing Authority's web site or can be requested by phone or mail.

### (3) Search Time

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

The Housing Authority currently gives one extension of 30 days, an additional 30 day extension is granted for extreme situations and circumstances.

If yes, state circumstances below:

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

### (4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Victims of domestic violence

Substandard housing

Homelessness

High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

Working families and those unable to work because of age or disability

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

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

☞ 1      Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

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

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

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

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

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

- Through published notices
- Other (list below)

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

## A. Public Housing

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

### (1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

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

For specified general occupancy developments

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

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

Other (list below)

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- Other (list below)
  - ☞ When the resident's source of income changes.

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

**(2) Flat Rents**

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

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

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

**WASHINGTON COUNTY HOUSING AUTHORITY**

## FLAT RENT SCHEDULE FOR PUBLIC HOUSING RENTALS

The Washington County Housing Authority has established the following Flat Rent schedule, by property and bedroom size, in accordance with HUD guidelines and based upon a market analysis and comparability. In applicable properties, the figures listed have been reduced by a differential (utility allowance) for the tenant payment of utilities.

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

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

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

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

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

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)  
 The Housing Authority utilizes 3 separate payment standards, based on income, throughout the County. The low payment standard (90% of FMR) applies to the Coal Center Borough area, the high (110% of FMR) applies to the Peters Township, North Strabane Township and the Greenhills Borough areas, the remainder of the County falls within the 100% of FMR payment standard.

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

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

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

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

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

- Annually
- Other (list below)

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

- Success rates of assisted families
- Rent burdens of assisted families

Other (list below)

## **(2) Minimum Rent**

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

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

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

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows:
- ☞ The Authority is generally divided into five Departments; Public Housing Management, Public Housing Maintenance, Section 8, Accounting, and Purchasing. The five Department heads report directly to the Executive Director or Deputy Executive Director. The Executive Director is responsible to the appointed Board of Directors.

### **B. HUD Programs Under PHA Management**

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

| <b>Program Name</b>   | <b>Units or Families Served at Year Beginning</b> | <b>Expected Turnover</b> |
|---|---|--------------------------|
| Public Housing  | 959   | 82                       |
| Section 8 Vouchers  | 880   | 244                      |
| Section 8 Certificates  |   |                          |
| Section 8 Mod Rehab   | 8   | 1                        |
| Special Purpose Section 8 Certificates/Vouchers (list individually) |   |                          |
| Public Housing Drug Elimination Program (PHDEP)                     |   |                          |
|   |   |                          |
|   |   |                          |
| Other Federal Programs(list individually)                           |   |                          |
| Section 8 New Construction  | Monongahela –72 units                             | 7                        |
|   |   |                          |

### **C. Management and Maintenance Policies**

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

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

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

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

- Washington County Housing Authority Labor Management Agreement
  
- ☞ Housing Authority Maintenance staff perform pest control. Annual and move-in/move-out inspections are performed. Spraying and fumigating is performed every 4 months or as needed. Termite spraying is performed by a private contractor on a complaint basis.
  
- (2) Section 8 Management: (list below)
  - ☞ Section 8 Administrative Plan
  - ☞ Housing Quality Standards
  - ☞ “A Good Place to Live” publication
  - ☞ “Housing Choices”, a Voucher Guide Book by Nan McKay

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

**A. Public Housing**

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- PHA main administrative office
  - PHA development management offices
  - Other (list below)

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

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

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)
- PHA main administrative office
  - Other (list below)

**7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

### **A. Capital Fund Activities**

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

#### **(1) Capital Fund Program Annual Statement**

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

Select one:

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

-or-

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

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

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

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

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

b. If yes to question a, select one:

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

-or-

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

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

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

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

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

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

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

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

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

☞ During FY 2004 the Housing Authority will consider additional demolition activities. New demolition activities will be explored in Maple Terrace, Valley View Terrace and Frederick Terrace.

☞ In Maple Terrace the demolition of up to 3 substandard buildings will be examined.

☞ In Valley View Terrace demolition of a building to support the Head Start program will be initiated.

☞ In Frederick Terrace up to 3 obsolete, unoccupied buildings will be examined for possible demolition to reduce density.

Application(s) to obtain HUD approve to undertake partial demolition in the above developments may be submitted to HUD following feasibility analysis and required resident consultation.

☞ A Hope IV application to fund the demolition of a 6 unit building in Frederick Terrace has been submitted to HUD. HUD approval to undertake this demolition was received Sept. 2001. Demolition will take place when funding is available.

☞ As discussed in the 2003 Plan, following analysis and discussion applications seeking approval to demolish a building in Maple Terrace (to support the Head Start Center) and Highland Terrace (to demolish a structurally unsafe building) will be submitted to HUD.

☞ Lastly, the Housing Authority is reserving its option to demolish units under the de minimus exception for demolition provided by the QHWRA.

## 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: Frederick Terrace<br>1b. Development (project) number: PA02817003  |
| 2. Activity type: Demolition <input checked="" type="checkbox"/><br>Disposition <input type="checkbox"/>   |
| 3. Application status (select one)<br>Approved <input checked="" type="checkbox"/><br>Submitted, pending approval <input type="checkbox"/><br>Planned application <input type="checkbox"/> |
| 4. Date application approved, submitted, or planned for submission:<br><u>September 13, 2001</u>   |
| 5. Number of units affected: 6<br>6. Coverage of action (select one)<br><input checked="" type="checkbox"/> Part of the development<br><input type="checkbox"/> Total development          |
| 7. Timeline for activity:<br>a. Actual or projected start date of activity: <u>When funding becomes available.</u><br>b. Projected end date of activity:                                   |

| <b>Demolition/Disposition Activity Description</b>  |
|---|
| 1a. Development name: Frederick Terrace<br>1b. Development (project) number: PA02817003   |
| 2. Activity type: Demolition <input checked="" type="checkbox"/><br>Disposition <input type="checkbox"/>  |
| 3. Application status (select one)<br>Approved <input type="checkbox"/><br>Submitted, pending approval <input type="checkbox"/><br>Planned application <input checked="" type="checkbox"/>        |
| 4. Date application approved, submitted, or planned for submission:<br><u>PHA Fiscal Year 2004</u>  |
| 5. Number of units affected: Up to 3 buildings<br>6. Coverage of action (select one)<br><input checked="" type="checkbox"/> Part of the development<br><input type="checkbox"/> Total development |
| 7. Timeline for activity:<br>a. Actual or projected start date of activity: <u>Date not established</u><br>b. Projected end date of activity:   |

| <b>Demolition/Disposition Activity Description</b> |
|--|
|--|

|  |
|--|
| 1a. Development name: Maple Terrace<br>1b. Development (project) number: PA02817001  |
| 2. Activity type: Demolition <input checked="" type="checkbox"/><br>Disposition <input type="checkbox"/>   |
| 3. Application status (select one)<br>Approved <input type="checkbox"/><br>Submitted, pending approval <input type="checkbox"/><br>Planned application <input checked="" type="checkbox"/> |
| 4. Date application approved, submitted, or planned for submission: <u>PHA Fiscal Year 2004.</u>   |
| 5. Number of units affected: Up to 3 buildings   |
| 6. Coverage of action (select one)<br><input checked="" type="checkbox"/> Part of the development<br><input type="checkbox"/> Total development  |
| 7. Timeline for activity:<br>a. Actual or projected start date of activity: <u>Date not established.</u><br>b. Projected end date of activity:   |

| <b>Demolition/Disposition Activity Description</b>   |
|--|
| 1a. Development name: Highland Terrace<br>1b. Development (project) number: PA02817004   |
| 2. Activity type: Demolition <input checked="" type="checkbox"/><br>Disposition <input type="checkbox"/>   |
| 3. Application status (select one)<br>Approved <input type="checkbox"/><br>Submitted, pending approval <input type="checkbox"/><br>Planned application <input checked="" type="checkbox"/> |
| 4. Date application approved, submitted, or planned for submission:<br><u>July 2003</u>  |
| 5. Number of units affected: 1 building - 6 units  |
| 6. Coverage of action (select one)<br><input checked="" type="checkbox"/> Part of the development<br><input type="checkbox"/> Total development  |
| 7. Timeline for activity:<br>a. Actual or projected start date of activity: <u>Date not established</u><br>b. Projected end date of activity:  |

|  |
|--|
|  |
|--|

| <b>Demolition/Disposition Activity Description</b>                  |   |
|---|---|
| 1a. Development name:   | Valley View Terrace   |
| 1b. Development (project) number:                                   | PA02817005  |
| 2. Activity type:   | Demolition <input checked="" type="checkbox"/><br>Disposition <input type="checkbox"/>  |
| 3. Application status (select one)                                  | Approved <input type="checkbox"/><br>Submitted, pending approval <input type="checkbox"/><br>Planned application <input type="checkbox"/> |
| 4. Date application approved, submitted, or planned for submission: | <u>PHA Fiscal Year 2004.</u>  |
| 5. Number of units affected:  | 1 building - 6 units  |
| 6. Coverage of action (select one)                                  | <input checked="" type="checkbox"/> Part of the development<br><input type="checkbox"/> Total development                                 |
| 7. Timeline for activity:   | a. Actual or projected start date of activity: <u>Date not established</u><br>b. Projected end date of activity:                          |

| <b>Demolition/Disposition Activity Description</b>                  |  |
|---|--|
| 1a. Development name:   | Maple Terrace  |
| 1b. Development (project) number:                                   | PA02817001   |
| 2. Activity type:   | Demolition <input checked="" type="checkbox"/><br>Disposition <input type="checkbox"/>   |
| 3. Application status (select one)                                  | Approved <input type="checkbox"/><br>Submitted, pending approval <input type="checkbox"/><br>Planned application <input checked="" type="checkbox"/> |
| 4. Date application approved, submitted, or planned for submission: | <u>PHA fiscal Year 2003</u>  |
| 5. Number of units affected:  | 1 buildings to suport Head Start Center  |
| 6. Coverage of action (select one)                                  | <input checked="" type="checkbox"/> Part of the development<br><input type="checkbox"/> Total development  |
| 7. Timeline for activity:   | a. Actual or projected start date of activity: <u>Date not established.</u><br>b. Projected end date of activity:                                    |

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

[24 CFR Part 903.7 9 (i)]

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

1.  Yes  No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10).

2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

| <b>Designation of Public Housing Activity Description</b>  |
|--|
| 1a. Development name:<br>1b. Development (project) number:   |
| 2. Designation type:<br>Occupancy by only the elderly <input type="checkbox"/><br>Occupancy by families with disabilities <input type="checkbox"/><br>Occupancy by only elderly families and families with disabilities <input type="checkbox"/> |
| 3. Application status (select one)<br>Approved; included in the PHA’s Designation Plan <input type="checkbox"/><br>Submitted, pending approval <input type="checkbox"/><br>Planned application <input type="checkbox"/>                          |
| 4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)  |
|  |
|  |

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1.  Yes  No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

- Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

| <b>Conversion of Public Housing Activity Description</b>  |  |
|---|--|
| 1a. Development name:   |  |
| 1b. Development (project) number:   |  |
| 2. What is the status of the required assessment?   |  |
| <input type="checkbox"/> Assessment underway<br><input type="checkbox"/> Assessment results submitted to HUD<br><input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question)<br><input type="checkbox"/> Other (explain below)   |  |
| 3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)  |  |
| 4. Status of Conversion Plan (select the statement that best describes the current status)  |  |
| <input type="checkbox"/> Conversion Plan in development<br><input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY)<br><input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY)<br><input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway |  |
| 5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)   |  |
| <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved):  |  |

- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: )
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: )
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

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

- a. How many of the PHA’s developments are subject to the Required Initial Assessments? 11
- b. How many of the PHA’ developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not generally occupancy projects)? 0
- c. How many assessments were conducted for the PHA’s covered developments? 11
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessment:

❖ **No development was identified for conversion**

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

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

☞ Based upon the Housing Authority's September 21, 2001 Required Initial Assessment, conversion of any of the 11 family projects is inappropriate at this time. The Housing Authority's Certification relative to the Required Initial Assessment is shown in the 2003 PHA Plan.

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

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

**A. Public Housing**

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

1.  Yes  No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

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

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

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

## B. Section 8 Tenant Based Assistance

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

2. Program Description:

☞ The Housing Authority has initiated the Section 8 Homeownership Program through the preparation of a program outline. This outline includes discussions on: participation qualifications, time frame for utilization, portability, permitted ownership arrangements, contract for sale and inspection, financing, length and continuation of assistance, family obligations, assistance payments, lease to purchase and defaults. The program outline supports the Authority’s capacity to successfully operate a Section 8 homeownership program. Regulatory changes have slowed the implementation of the start of this activity. The program is now planned to be implemented in late FY 2003 to early FY 2004.

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

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

[24 CFR Part 903.7 9 (I)]

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

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

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

As a result of the defunding the Housing Authority notified the affected residents on December 12, 2001 that enforcement of the community service requirement was suspended.

In April 2003, the Housing Authority learned that the 2003 HUD Appropriations Act permits funding of the Community Service Program. Upon official notification of this change, affected public housing residents will be notified of the requirement to complete 8 hours of Community Service each month.

### **A. PHA Coordination with the Welfare (TANF) Agency**

#### 1. Cooperative agreements:

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

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

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

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

- Client referrals
  - ☞ If appropriate and requested, clients are referred by the Authority to the TANF Agency at the time a housing application is received. Referrals from the TANF to the Authority usually take place at the time assistance is requested by the family from the TANF.
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
  - ☞ The Housing Authority has and will continue to serve as an intake and referral agency for all of the social services provided by the TANF Agency.
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

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

- Public housing rent determination policies
  - ☞ The Housing Authority no longer automatically increases tenant rents when an unemployed person gains employment or an employed resident receives an increase in income. Increases in income are disregarded for the first 12 months. For the following 12 months only 50% of the increase in income is considered in calculating rent. Following this 24 month period rent is calculated using the residents income at that time.
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation

- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

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

☞ The Deputy Executive Director serves on Community Action Southwest’s Head Start and Early Head Start Policy Council. Through this Council comprehensive child development programs throughout Washington and Greene counties are coordinated. In addition, the Deputy has been appointed to serve on the Council’s Personnel Committee.

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

| Services and Programs  |                |   |   |  |
|--|----------------|---|---|--|
| Program Name & Description (including location, if appropriate)                                    | Estimated Size | Allocation Method (waiting list/random selection/specific criteria/other) | Access (development office / PHA main office / other provider name) | Eligibility (public housing or section 8 participants or both) |
| Addiction Recovery: drug and alcohol, eating, gambling, debt addiction, sexual addiction, tobacco. | varies         | specific criteria/need  | development Office/provider   | both   |
| Adult Education: basic reading and math, GED classes and testing, college prep.                    | varies         | specific criteria/need  | development office/provider   | both   |
| Aging Services: adult protective services, health insurance  | varies         | specific criteria/need  | development office/provider   | both   |

|   |        |                        |                              |      |
|---|--------|------------------------|------------------------------|------|
| counseling, postal carrier alert, domiciliary care, family caregiver support, health promotion, legal services, respite care, senior employment, ombudsman, care management, home delivered meals, home support, personal care, attendant care, adult day care. |        |                        |                              |      |
| Basic Subsistence Needs: cash assistance, medical assistance, energy assistance clothing, food, furniture, medical transportation.  | varies | specific criteria/need | development office/provider  | both |
| Consumer Services: consumer protection, charitable organizations, credit counseling.  | varies | specific criteria/need | development office/provider  | both |
| Dental Services: dental services for handicapped, homebound, terminally ill, general dental services, dental fears clinic, dental education.  | varies | specific criteria/need | development office/provider  | both |
| Disability Services: technology, employment training, life skills training, sheltered workshops, disability management, residential programs, social events, information, transportation, advocacy.   | varies | specific criteria      | development office/provider  | both |
| Emergency Services: disaster, homelessness, housing, food, finances, shelter for victims of domestic violence   | varies | specific criteria/need | development office/provider. | both |
| Independent Living Facilities: Apartments for elderly/disabled who meet HUD income guidelines, including PHA owned.   | varies | specific criteria/need | development office/provider  | both |
| Legal Related Services: legal advise and representation, crime victims and crime witness services, protection from abuse assistance.  | varies | specific criteria/need | development office/provider  | both |
| Libraries: availability to tenants  | varies | all                    | development office/provider  | both |
| Medical Services: medical service providers and resources, medical information, evaluation, referrals, support groups.  | varies | need                   | development office/provider  | both |
| Mental Health/Mental Retardation Services: service providers and resources, housing resources, support groups.  | varies | need                   | development office/provider  | both |
| Social, Recreational, Cultural, and Enrichment Services:  | varies | specific criteria/need | development office/provider  | both |

|  |        |                   |                             |      |
|--|--------|-------------------|-----------------------------|------|
| companionship for the elderly, multi-cultural resources, social opportunities for handicapped, HIV social opportunities, transportation, social opportunities for recovering addicts,  |        |                   |                             |      |
| Transportation Services: air ambulance, medical, work related, elderly, handicapped transportation.  | varies | need              | development office/provider | both |
| Veterans Services: acute care, adult day care, mental health clinic, respite care, homeless chronically ill, domestic relations, Ex-POW, substance abuse treatment, disabled veterans, outreach, paralyzed veterans, financial assistance, support group, employment counseling, transportation. | varies | specific criteria | development office/provider | both |
| Volunteer Resources: senior volunteers, senior companionship, volunteer resources.   | varies | all               | development office/provider | both |

**(2) Family Self Sufficiency program/s**

a. Participation Description

| <b>Family Self Sufficiency (FSS) Participation</b> |  |  |
|--|--|--|
| Program  | Required Number of Participants<br>(start of FY 2004 Estimate) | Actual Number of Participants<br>(As of: 01/05/03) |
| Public Housing                                     |  |  |
| Section 8  | 10   | 4  |

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

If no, list steps the PHA will take below:

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

### **C. Welfare Benefit Reductions**

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

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

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

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

[24 CFR Part 903.7 9 (m)]

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

- ☞ With the signing of the FY 2002 HUD Appropriations Act, drug elimination grants for low-income housing provided through the Public Housing Drug Elimination Program (PHDEP) was not funded. As a result the PHDEP has been merged with the Housing Authority's Operating and Capital Funds. Despite the elimination of this program, the Housing Authority is attempting to continue to provide some of the activities developed under the PHDEP.

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

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

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
  - ☞ Varies significantly by development.
- Observed lower-level crime, vandalism and/or graffiti
  - ☞ Graffiti and other vandalism are generally aimed at vacant units.
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
  - ☞ This is most prevalent in Maple Terrace and Lincoln Terrace located in the City of Washington and Valley View Terrace located in Canonsburg.
- Other (describe below)

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

- Safety and security survey of residents
  - ☞ The Housing Authority will use the results and information from the Resident Service and Satisfaction Survey that is annually sent to the residents by HUD. The annual survey of resident's safety and security undertaken by the Authority will be discontinued.
- Analysis of crime statistics over time for crimes committed "in and around" public Housing Authority

☞ The Authority regularly receives and reviews Police Incident Reports from the Boroughs of Canonsburg and Donora and the City of Washington. In addition PA Constable Service Reports are provided for the City of Washington. Other reports are obtained as necessary.

- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- ☞ Resident Managers and maintenance staff

- Police reports
- ☞ See above comment

- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

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

- ☞ Lincoln Terrace
- Maple Terrace
- Valley View Terrace
- Highland Terrace

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

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

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
  - ☞ In past years the Housing Authority has contracted with a private service provider (Judy Baker), to assist at-risk individuals with training in computer operation, G.E.D., educational upgrading, and after school tutoring. With funding provided through the Capital Fund this activity will continue through the 2004 Plan Year.
- Crime Prevention Through Environmental Design
  - ☞ In prior years improvements (increased illumination, reduction of trees and shrubbery etc.) designed to prevent crime were initiated and completed using both PHDEP and Capital funding. The maintenance and upkeep of these improvements will hold priority in the foreseeable future. New additional lighting at Jollick Manor represents the most significant crime prevention effort through environmental design during the 2004 Plan year.

- ☞ Security and safety improvements including additional lighting, improved door locks and increased security at the Manager's Offices has been completed.
- ☞ Entrance to the elderly developments is gained through the use of a security card. During the 2004 Plan year the Authority will upgrade the security card system. This security enhancement will better control the distribution and use of the entrance cards.

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

Volunteer Resident Patrol/Block Watchers Program

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

Other (describe below)

- ☞ The installation of security cameras will serve as a new crime prevention initiative in the 2004 Plan Year. The Authority plans to install security cameras at 6 developments. The projected cost is approximately \$22,000. The following developments are projected to receive security cameras: Valley View Terrace, Crumrine Tower, Riverview Apartments, California Apartments, Nathan Goff Apartments and Bentley Towers.

- ☞ Continued implementation of 1 Strike and You Are Out Policy.
- ☞ Strict enforcement of NO TRESPASS NOTICE (on all PHA property).
- ☞ Continued implementation of above base level police patrols and the addition of PA Constable Services.
- ☞ Interaction with tenants where credibility/confidentiality is established and submission of "Silent Complaint Forms" increases.

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

(Other than security cameras)

- ☞ Lincoln Terrace
- Maple Terrace
- Highland Terrace
- Jollick Manor
- Bentley Tower
- Bassettown Manor

### C. Coordination between PHA and the police

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- ☞ Most meetings with PHA operations staff are informal and incident related. Meeting between police and Resident Councils are by request.
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☞ Formal agreements with local law enforcement agencies have been established in Donora (Jan. 1993) and Canonsburg (Sept. 1995). These Agreements will be continued through the 2004 program year.
- ☞ The Authority has had considerable success using the safety and security services provided by the Pennsylvania Constable Service. Based upon the availability of funds, the use of constable patrols in the Housing Authority's developments in the City of Washington will again be considered.
- Other activities (list below)

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

- ☞ Highland Terrace
- Donora Scattered Sites
- Bentley Tower
- Valley View Terrace
- Canonsburg Scattered Sites
- Lincoln Terrace
- Maple Terrace
- Maple Terrace View
- Highland Avenue Apartments
- Crumrine Tower/Jollick Manor

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

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

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

[24 CFR Part 903.7 9 (n)]

- ☞ A copy of the Washington County Housing Authority Pet Policy is included as part of this Plan as a Supporting Document Available for Review.
- ☞ A one page Statement (synopsis) of the Pet Policy is included as Attachment C to this Plan.

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
2.  Yes  No: Was the most recent fiscal audit submitted to HUD?
3.  Yes  No: Were there any findings as the result of that audit?
  - ☞ There were no audit findings related to the financial activities of the Housing Authority. The auditor identified as an audit finding the lack of documentation in resident files concerning the flat rent and the lack of signatures on a Privacy Form.
4.  Yes  No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_\_
5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
- Not applicable
- Private management
- The Housing Authority has under management a 42 unit elderly complex in the Borough of New Eagle developed by the New Eagle Housing Development Corp.
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)
- The scheduled replacement of boilers/heat plants in Nathan Goff Jr. Apts. (2) and Jollick Manor (18) by the Redevelopment Authority originally scheduled for completion in early FY 2003 has been delayed due to contractor difficulties. Completion is now scheduled for late FY 2003 or early FY 2004.
- The previously scheduled undertaking of the replacement of carpeting and vinyl flooring in various parts of Monongahela Manor during the 2003 Plan year is on target. Completion is projected in late FY 2003 or early FY 2004 The project is being financed by the Redevelopment Authority using federal Community Development Block Grant funds.
- During the 2003 Plan year the Housing Authority explored the feasibility of establishing a Day Care Center in the Jollick Manor development. After further analysis and discussion the initiative has been changed. During the 2004 Plan year the Authority will pursue the creation of a Head Start Program at Jollick Manor. The model used in establishing the Head Start Center in Highland Terrace will be followed.
- In an effort to assure that all public housing developments are handicapped accessible the Housing Authority contracted with Mavrovic Architects to undertake an accessibility analysis. The study, completed in FY 2003, identifies deficiencies and non-compliant elements throughout the various public housing developments. Housing Authority staff will review the Mavrovic report and prioritize the recommended improvements. Implementation of high priority

deficiencies will be programmed into the 5 Year Capital Fund Plan. The principal recommendations of the analysis deal with installing lever door handles, lever type faucets and similar types of improvements. Housing Authority developments meets the HUD requirement that 10% of all units must be handicapped accessible.

3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?  
Demolition activities only, pages 35-37.

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

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

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name)
- Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments  
List changes below:
- Other: (list below)

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

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

### 3. Description of Resident Election Process

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

a. Nomination of candidates for place on the ballot: (select all that apply)

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

### **C. Statement of Consistency with the Consolidated Plan**

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

1. Consolidated Plan jurisdiction: (provide name here)

☞ Washington County, Pennsylvania

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

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)  
(Consolidated Plan objectives are underlined)

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

☞ Improving the Quality of Life of Residents of Public Housing. - Through the implementation of the Authority's Capital Improvements Program and continued maintenance efforts, the overall livability and quality of life of residents has been positively impacted. The creation of a Head Start Programs in Valley View Terrace and Maple Terrace are positive examples of improved community life. Additionally, the completion of demolition activities at Frederick Terrace as well as additional proposed demolition initiatives, all aimed at reducing density and eliminating obsolete buildings, will add to the quality of life of residents living in these developments.

☞ Homebuyers Assistance - By establishing a Section 8 homeownership program and the continuation of a local PHA effort of providing up to \$1000 in closing costs or a second mortgage to eligible and interested public housing and Section 8 tenants, the most needy will have an opportunity to explore homeownership.

☞ Tenant Based Rental Assistance – The Housing Authority's commitment to continuing to administer the Section 8 Program serves as the principal mechanism to meet the Consolidated Plan objective of providing Tenant Based Assistance. The Housing Authority's Section 8 program now serves more Washington County residents than the public housing program.

Other: (list below)

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

☞ Transitional Housing - The County's substantial financial commitment to Transitional Housing supports the efforts of the Housing Authority's Plan.

☞ The Consolidated Plan supports the PHA's efforts in meeting low income housing needs through the expanded use of the Section 8 tenant based rental assistance program.

- ☞ The technical assistance and grantsmanship provided by the County Redevelopment Authority in assisting with the creation of the New Eagle Housing Development Corporation and the development of 42 elderly housing units have created additional housing opportunities for low income individuals.
  
- ☞ The County, through the Redevelopment Authority, has a history of supporting PHA activities including establishing Head Start Programs at Valley View Terrace and Maple Terrace, parking assistance at Monongahela Manor, air conditioning at Bassettown Manor and numerous other improvements substantially improve the livability of the Housing Authority's public housing developments.

## **D. Other Information Required by HUD**

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

### **Attachments**

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

## **Attachment A**

### **Admission Policy for Deconcentration**

#### **Washington County Housing Authority Economic Deconcentration Program and Policy**

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

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

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

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

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

In August 2002 HUD's Deconcentration rules changed to indicate that developments with an average family income at or below 30% of the area median income should not be categorized as higher income.

PHAs are permitted to consider a number of approaches in designing an Admission Policy to achieve the goals of deconcentration and income mixing, included are the use of skipping over certain families on the waiting lists based on incomes; the establishment of certain preferences such as worker preferences; appropriate affirmative marketing efforts; additional applicant consultation and information; provision of additional supportive services and amenities; and rent incentives authorized by the QHWRA. Site based waiting lists may also be used as an integral part of the Admissions Policy to promote deconcentration.

### **Washington County Housing Authority**

To implement these requirements Housing Authorities must:

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

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

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

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

3. The Housing Authority will continue to allow those on the waiting list to request to be included on any of the 5 sub-jurisdictional waiting lists.
4. The Housing Authority will employ positive and affirmative advertising methods in local newspaper and radio stations.
5. Applicants who are interested will be supplied with appropriate information regarding income and developments that may be available because of deconcentration efforts.

### **Washington County Housing Authority**

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

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

The Washington County Housing Authority has performed (April 2003) the above calculations and determined the average income of tenants in all occupied family units is \$10,722.00. The established income range was determined to be between \$9,114.00 and \$12,330.00. In comparing the average incomes for each individual family development against the established income range and taking into consideration the August 6, 2002 "30%" rule, no development is categorized as higher income. Highland Terrace with an average income of \$8,815.00 is below the established range.

No project designated higher income (at or above 115% of the EIR) is at or below the 30% of area median income. The FY 2003 median income is \$54,100, 30% of the median income is \$16,230.00.

### **Targeted for higher income residents**

Highland Terrace

## **Attachment B.**

### **Implementation of Public Housing Resident Community Service**

- ⌘ Although all federally assisted Community Service programs were suspended for the 2002 Federal Fiscal Year, the Federal Fiscal Year 2003 HUD Appropriations Act again provided for the expense of funds to administer this program. Upon official notification from HUD of the end of the suspension of this program, affected residents will be notified of the requirement to undertake 8 hours of Community Service each month.

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

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

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

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

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

## **Attachment C.**

### **Pet Policy Statement**

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

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

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

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

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

## **Attachment D.**

### **PHA 5-Year Progress Report**

Vacancy reduction continues to hold a high priority with the Housing Authority. Despite recent marketing attempts the Authority is plagued with an older housing stock that despite ongoing renovations has drawn little interest from the community. This is particularly evident in the family public housing communities. In an effort to eliminate some of these obsolete vacant units the Authority has developed a successful and ongoing demolition program. Demolition activities have and will continue to play a significant roll in vacancy reduction.

In establishing a goal of building new units in selected situations, the Authority was relying on using the Replacement Housing Grant provided annually by HUD. Originally believed to be an ongoing program the Authority anticipated on accumulating up to 10 years of its \$22,000 annual grant authorization. Unfortunately HUD regulations issued in April 2003 put a 2-year time limit on accumulating these funds. With only \$44,000 in accumulated grant authorization and no partner agency or organization, the probability of advancing this goal is remote.

Authority staff efforts to increase customer satisfaction have shown positive results. The most recent annual Resident Satisfaction Survey conducted by HUD resulted in no score that requires the Authority to take follow-up action.

The recent hiring of a design professional is expected to positively impact the modernization and renovation of existing units. By instituting new procedures with contractors it is anticipated that construction and renovation times can be reduced.

As detailed in the 5 Year Plan the development of a Section 8 homeownership program is well underway. Program guidelines have been developed and pending HUD regulatory modifications to allow for the downpayment expense, the program should see its first participants in 2003 or 2004.

Resident safety issues continue to maintain a high priority. Despite the elimination of the Public Housing Drug Elimination Program, the authority has been able to continue above base line police services to public housing residents in Donora and Canonsburg. In addition the use of PA Constables in the public housing communities in City of Washington has shown to be a detriment to criminal activities. The anticipated 2004 installation of security cameras, additional lighting and improvements to the security card entrance system will further enhance security measurers.

## **Attachment E.**

### **Resident Member of the PHA Governing Board**

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

**Attachment F.**

**Resident Advisory Board Members -Washington County Housing Authority**

Ms. Linda Bergman  
Ms. Jean Brown  
Ms. Rhonda Butler  
Ms. Gwen Gordon  
Ms. Elizabeth Hanna  
Ms. Elsie Jester  
Ms. Delores McCartney  
Ms. Diane Perkins  
Ms. Prestine Robinson  
Mr. Samuel Smith  
Ms. Jean Strauss  
Mr. Richard Sunday

## Attachment G.

### Substantial Deviation/Significant Amendment Modification Definition

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

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

#### B. Significant Amendment or Modification to the Annual Plan:

The PHA has established the following definition for Significant Amendment or Modification". Changes other than those specified below will be undertaken by the PHA staff and reported in the 2005 Annual Plan.

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

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

## **Attachment H:**

### **Voluntary Conversion**

24 CFR Part 972.200 Subpart B requires Housing Authorities to undertake an assessment of all family developments to determine if conversion is appropriate. Para. (e) requires that the Certification associated with the Initial Assessment be included in the PHA Plan following completion of the assessment. The Washington County Certification appeared in the 2003 PHA Plan.

## **Attachment I.**

### **Section 8 Homeownership Capacity Statement**

As stated in Component 11, Page 44 of the PHA Plan:

The Housing Authority has initiated the Section 8 Homeownership Program through the preparation of a program outline. This outline includes discussions on: participation qualifications, time frame for utilization, portability, permitted ownership arrangements, contract for sale and inspection, financing, length and continuation of assistance, family obligations, assistance payments, lease to purchase and defaults. The program outline supports the Authority's capacity to successfully operate a Section 8 homeownership program. Regulatory changes have slowed the implementation of the start of this activity. The program is now planned to be implemented in late FY 2003 to early FY 2004.

In addition the following has been added to the program outline to further meet the Homeownership Capacity Statement Requirement, of 24 CFR part 982.625 (D) (3), effective October 12, 2000:

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

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

## **Attachment J.**

### **Comments of Resident Advisory Board**

**Minutes**  
**Meeting With the Washington County Housing Authority**  
**Resident Advisory Board (RAB)**  
**2004 Annual Plan and the 5-Year Plan**  
**June 6, 2003**  
**William E. Davis Community Room**  
**Jollick Manor - Washington, PA**

#### List of Attendees Attached

Mr. Stephen Hall, Executive Director of the Housing Authority called the meeting to order at 11:00 am. Mr. Hall thanked the residents for attending and introduced James Robinson a consultant assisting the Authority in the preparation the Annual and 5 Year Plans. Mr. Hall noted that all members of the RAB had been mailed copies of the draft Plan in early May 2003.

Mr. Robinson explained the 2004 Annual Plan (for the period October 1, 2003 to September 30, 2004 and the 5-Year Plan. This included a brief discussion of the Quality Housing and Work Responsibility Act, the organization of the Plan and an overall view of the Plan contents and the fact that this is the 4 th. Annual Plan and 5 Year Plan update the Housing Authority has prepared. Mr. Robinson then explained the significant differences between the 2003 Plan and the 2004 Plan and commented in depth on 4 areas. This included a discussion on the (1) Financial Resources (without exact dollar amounts from HUD we are using estimates from last year). (2) Demolition, discussion including a review of the overall demolition program including a comment on vacancies and the specifics of Plan Component 8. He indicated that a further discussion on a specific demolition activity would be held at the end of the meeting. Mr. Robinson also discussed the reactivation of the (3) Community Service Requirement and the implications of this change and (4) the elimination of the Public Housing Drug Elimination Program and how successful activities are being continued.

Mr. Hall commented on the fact that the Section 8 program is also discussed in the Plan. He then opened the meeting to discussion of the Plan including the viewpoints from those present on the overall operation of the Housing Authority. He asked the RAB members to identify some things they would like to see happen in the Housing Authority in the coming year.

(All questions were asked by a member of the RAB and all responses were provided by Mr. Hall. Each Resident Question or Comment is followed by the Housing Authority's Response)

1. Question or Comment (Q/C). Security at the Bassettown Manor elderly development is a problem. A younger disabled woman is bring guys into the building and cannot control them. She is manipulating the system.

Response: Local police and Constables are used at various developments to control these types of problems. If problems develop when police are not on site, please call the local police. In this situation since it is the same person creating a disturbance, discuss the problem with the resident manager and the Authority will take action. Mr. Hall then discussed the relationship between the police and the Housing Authority and how information is obtained on troublesome residents.

2. Q/C. Will residents that are required to perform Community Service receive a notice of this requirement. Requiring Community Service is forced servitude, non-constitutional and women that care for ailing husbands should be considered to be employed and therefore exempt. Younger people that do not want to work should be targeted.

Response: Mr. Hall explained the Community Service Requirement and the permitted exemptions. He explained that the Authority's trade organization, The Pennsylvania Association of Housing and Redevelopment Agencies opposed the Community Service Requirement for many of the same reasons being discussed. Never the less it is the law and the Authority will enforce using the full range of discretion available. Based on last years experience he would expect about 20 persons to be required to perform Community Service. Effected residents will be notified.

3. Q/C. Is the demolition of the buildings in Highland Terrace (Public Housing Development, Washington, PA) as discussed in the Plan to be done to add parking for the proposed Head Start Center? There are other buildings in Maple Terrace that should be considered for demolition before those near the proposed Head Start Center. Discussion ensued on exactly what buildings were being considered for demolition and other buildings in poor condition.

Response: Your opinion is respected. Converting a building to a Head Start Center is up in the air. The building originally designated for the Center is, due to the poor condition, now in question. A decision will be made shortly as to what building will be used for the Center. In order to attract Head Start to Maple Terrace we agreed to meet their requirements. They require drop-off/ pickup and employee parking adjacent to the Center. Demolishing a building away from the Center would not work. Maple Terrace is generally in below average condition and developing alternate housing on the site would be the best course. Money is the problem.

4.Q/C. There is no light outside of building D-1 in Maple Terrace. Kids (non-residents) drink beer and hangout on the steps near the building late at night.

Response: The Housing Authority will check the problem and install a light if necessary.

5.Q/C. Security lighting at Valley View Terrace (Family Public Housing Development, Canonsburg, PA) is also a problem, especially around the Head Start Center Playground. Inoperative lighting or lighting obscured by heavy tree growth has resulted in increased drug trade.

Response: The Housing Authority will check the problem and provide additional lighting is warranted. The local power company, Allegheny Power owns and is responsible for the maintenance of the lights in that part of Valley View Terrace. They have been slow to respond to our requests for maintenance. Although we use Constables in some communities; in Canonsburg the Borough receives funding from the Housing Authority to provide additional police services in Valley View. Please call the police if you believe something improper is taking place. You may also call the management office during the day if you see a problem.

6.Q/C. When will the security cameras be installed in Valley View Terrace?

Response: Security cameras will be installed at Valley View as well as Crumrine Tower, Riverview Apartments, California Apartments, Nathan Goff Apartments and Bentley Towers as soon as the rainy spring weather stops.

7.Q/C. The Annual Capital Fund Budget identifies a \$500,000 façade improvement to Bentley Towers (Bentleville Elderly Development, Bentleville, PA.), is this necessary? We would prefer new carpeting and increased security.

Response: The original façade was installed in 1984, water has gotten behind the façade and it is separating from the building. It is critical that the façade be removed and a new exterior reinstalled using improved construction techniques.

8. Q/C. Why was Bentley Towers built without balconies?

Response: Cost, HUD would not allow public housing to be built with balconies.

9. Q/C. At one time we had PA Constables at Bentley Towers. Why has the service been dropped?

Response: The Constables at Bentley Towers were funded through the PHDEP. As was discussed earlier the PHDEP was eliminated. The Authority is only funding increased security at the more crime prone developments. New security cameras at Bentley Towers will monitor front door access through each resident's TV set.

10.Q/C. Will the security cameras at Bentley Towers be hooked up to one of the two cable systems or the roof antenna?

Response: The roof antenna unless the Resident Council would recommend otherwise to the Authority. The Authority has no specific policy.

11.Q/C. When will new stoves and refrigerators be installed at Valley View Terrace?

Response: The Capital Fund Budget indicates that stoves and refrigerators will be replaced next fiscal year, which begins on 10/1/03.

12.Q/C. Has HUD changed its rules that no one can be turned down for housing for any reason? Must those coming off the street or out of rehab be allowed to occupy public housing? We have a drunk in our building that has sold his furniture to buy alcohol.

Response: The Authority screens applicants for criminal behavior and credit worthiness. If a person passes these screens they will be offered housing. Unfortunately, many times we get people that are not good residents. Over many years of experience we have learned to deal with problem tenants and will continue to do so in the future. Please identify problem residents to the Resident Manager and we will respond.

13. Q/C. What authority do resident Courtesy Patrols have during the daytime when Authority staff is on the premises?

Response: Be safe - the Courtesy Patrols should call the police any time they see a problem. Do not wait for Housing Authority management staff to respond.

14.Q/C. Can persons evicted from public housing return to the project to visit relatives?

Response: If eviction was for nonpayment of rent there should be no problem returning for a visit. If eviction was for drugs or other criminal behavior that person or family is not permitted on Housing Authority property. We do not want them back anywhere - anytime. Suggest family leaves the development to visit the evicted person/family. If necessary, the Housing Authority will have persons arrested for defiant trespass.

15.Q/C. Can a girl who is pregnant and been removed from public housing by the parent (kicked out and now homeless) be offered a vacant apartment as opposed to going to an available but unsafe shelter?

Response: The Housing Authority will provide housing to anyone that qualifies. Our admittance system is not set up to respond to emergency situations. Our admission

process treats everyone the same. For as much as we would like to shortcut the system in some cases this is how we can get tenants that will create problems for everyone.

16.Q/C. The playground at Maple Terrace is frequented by the "brats of the neighborhood". Children, with unconcerned parent, fight and run wild in the playground. Should these children be reported to the Resident Manager as a problem child?

Response: Yes, residents must respect the peaceful enjoyment of others. Parents will be held accountable for the actions of their children. This has become a problem in other communities, we are in the process of notifying parents of their responsibilities relative to their children and the possible consequence. We do not want to stifle kids play but we will deal with those with repetitive problems.

17.Q/C. We have 2 ladies that lock their five children outside when the boyfriends arrive. This happens in all weather conditions. What can be done?

Response: We try to enforce lease violations and walk a fine line in mandating social responsibility. In this situation Children and Youth Services should be contacted concerning the abuse of the children. If it happens again notify the Resident Manager. Perhaps a friend of these women could explain that the problem is out of control and must stop.

18.Q/C. A resident asked for a private conversation with Mr. Hall then opened a conversation on the Housing Authority's Pet Policy. A discussion ensued on the pros and cons of having pets in any high-density housing complex. Items discussed included Section 526 of the QHWRA, the Pet Policy synopsis contained as attachment C to the PHA Plan, The Pet Policy as contained in the Housing Authority Occupancy Handbook (which was previously sent to the RAB member), poor people being discriminated against due to the required pet deposit, pets being less disruptive than children, the age of pets permitted in public housing (no young animals), the anatomy associated with declawing cats, the comfort given to the elderly by animals, pet owner responsibilities and carpeting and animals in elderly units.

Response: In developing our Pet Policy we have made it difficult to own pets. Properly caring for a pet in high-density public housing is difficult. Pets and people do not always mix well. We want to make sure that pets are taken care of and do not become a problem for neighbors. The Housing Authority is receptive to discussing some modification of the Pet Policy with the RAB. Trying to make policy changes based on individual problems is difficult. We clearly do not want a policy that allows loose animals, residents being bitten, residents not cleaning up after their pets and property being destroyed.

19.Q/C. When will the gutters in my building be cleaned? (unit 519 in Maple Terrace). A work order was submitted.

Response: I will look into the problem.

Mr. Robinson then discussed the proposed application and demolition of building A-10 in the Highland Terrace Development in Donora. He explained that the building contains 6 vacant units, was built in 1951 and has structural problem caused by an adjacent unstable hillside. The problem has become worse over the past 3 years. The Housing Authority had an independent engineer look at the building and determined that extensive repairs are necessary. (Photographs were distributed showing the cracking and settling problems). Mr. Robinson explained that the Authority believes that demolition of this obsolete building is the most economical course to follow. Of the 84 units in Highland Terrace 41 are vacant. The demolition will not deny housing to anyone. He asked if there are any comments concerning the application and demolition.

Comments: If engineers have determined that a structural problem exists then the building should be torn down. There seems to be no economical alternative.

As a final item Mr. Robinson asked if communicating through the mail with the members of the RAB would be possible when the Authority would like to solicit comments on specific items such as the demolition application just discussed. All agreed, indicating that work, other time commitments and securing rides would be a problem for only a short meeting.

Mr. Hall thanked everyone for attending and adjourned the meeting at 1:30 pm

PHA Response to All Comments:

The Washington County Housing Authority has considered all comments made by the Resident Advisory Board at the June 6, 2003 meeting. No additions or corrections to the proposed 2004 Annual or 5 Year Plans are necessary.

# WASHINGTON COUNTY HOUSING AUTHORITY

## DIRECTORS

John Tignetti, Chairman  
James Z. McDonald  
William R. Hayes  
Oliver M. Krizan  
Tony Merenczer

100 CRUMBINE TOWER, FRANKLIN STREET  
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PURCHASING DEPT. FAX NUMBER: 724-228-6154  
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STEPHEN K. HALL  
Exec. Vice Director

ERIC J. AKELD  
Solicitor

## Sign-In Sheet

Resident Advisory Board Meeting for the Annual Plan  
Friday, June 6, 2003 @ 11:00 a.m.

|                             |                     |
|-----------------------------|---------------------|
| <u>John Tignetti</u>        | <u>Jim Robinson</u> |
| <u>James Z. McDonald</u>    | _____               |
| <u>William R. Hayes</u>     | _____               |
| <u>Oliver M. Krizan</u>     | _____               |
| <u>Tony Merenczer</u>       | _____               |
| <u>Stephen K. Hall</u>      | _____               |
| <u>Eric J. Akeld</u>        | _____               |
| <u>Richard P. Sandberg</u>  | _____               |
| <u>Brandon Smith</u>        | _____               |
| <u>Richardson M. Matney</u> | _____               |
| _____                       | _____               |
| _____                       | _____               |
| _____                       | _____               |
| _____                       | _____               |
| _____                       | _____               |
| _____                       | _____               |
| _____                       | _____               |

**Insert File Attachment pa017a01 – 2003 Capital Fund Program Original Annual Statement.**

**Insert File Attachment pa017a01 – Capital Fund Program 5-Year Action Plan.**

**Insert File Attachment pa017b01 thru pa017g01 – Performance and Evaluation Reports and Replacement Housing Factor.**

**Table Library**

**CAPITAL FUND PROGRAM TABLES START HERE**

| <b>Annual Statement/Performance and Evaluation Report</b>  |   |  |         |   |          |
|--|---|--|---------|---|----------|
| <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>             |   |  |         |   |          |
| <b>PHA Name:</b> Washington County Housing Authority<br>100 Crumrine Tower, Franklin Street<br>Washington, PA 15301-6995 |   | <b>Grant Type and Number</b><br>Capital Fund Program Grant No: PA28PO1750103<br>Replacement Housing Factor Grant No: |         | <b>Federal FY of Grant:</b> 2003                |          |
| <b>X Original Annual Statement</b>   |   | <b>Reserve for Disasters/ Emergencies:</b>   |         | <b>Revised Annual Statement (revision no: )</b> |          |
| <b>Performance and Evaluation Report for Period Ending:</b>  |   | <b>Final Performance and Evaluation Report:</b>  |         |   |          |
| Line No  | Summary by Development Account                            | Total Estimated Cost   |         | Total Actual Cost                               |          |
|  |   | Original   | Revised | Obligated                                       | Expended |
| 1  | Total non-CFP Funds                                       |  |         |   |          |
| 2  | 1406 Operations   | \$272,097.00   |         |   |          |
| 3  | 1408 Management Improvements                              | \$147,000.00   |         |   |          |
| 4  | 1410 Administration                                       | \$155,612.00   |         |   |          |
| 5  | 1411 Audit  |  |         |   |          |
| 6  | 1415 Liquidated Damages                                   |  |         |   |          |
| 7  | 1430 Fees and Costs                                       | \$95,506.00  |         |   |          |
| 8  | 1440 Site Acquisition                                     |  |         |   |          |
| 9  | 1450 Site Improvement                                     |  |         |   |          |
| 10   | 1460 Dwelling Structures                                  | \$688,844.00   |         |   |          |
| 11   | 1465.1 Dwelling Equipment—Nonexpendable                   | \$121,000.00   |         |   |          |
| 12   | 1470 Nondwelling Structures                               | \$17,000.00  |         |   |          |
| 13   | 1475 Nondwelling Equipment                                | \$15,000.00  |         |   |          |
| 14   | 1485 Demolition   | \$65,000.00  |         |   |          |
| 15   | 1490 Replacement Reserve                                  |  |         |   |          |
| 16   | 1492 Moving to Work Demonstration                         |  |         |   |          |
| 17   | 1495.1 Relocation Costs                                   | \$0.00   |         |   |          |
| 18   | 1499 Development Activities                               |  |         |   |          |
| 19   | 1501 Collateralization or Debt Service                    |  |         |   |          |
| 20   | 1502 Contingency  |  |         |   |          |
| 21   | <b>Amount of Annual Grant: (sum of lines 2 – 20)</b>      | \$1,577,059.00   |         |   |          |
| 22   | Amount of line 21 Related to LBP Activities               |  |         |   |          |
| 23   | Amount of line 21 Related to Section 504 compliance       |  |         |   |          |
| 24   | Amount of line 21 Related to Security – Soft Costs        |  |         |   |          |
| 25   | Amount of Line 21 Related to Security – Hard Costs        |  |         |   |          |
| 26   | Amount of line 21 Related to Energy Conservation Measures |  |         |   |          |

**Annual Statement/Performance and Evaluation Report**

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

**Part II: Supporting Pages**

|  |   |                                  |
|--|---|----------------------------------|
| <b>PHA Name:</b> Washington County Housing Authority<br>100 Crumrine Tower, Franklin Street<br>Washington, PA 15301-6995 | <b>Grant Type and Number:</b><br>Capital Fund Program Grant No: PA28PO1750103<br>Replacement Housing Factor Grant No: | <b>Federal FY of Grant:</b> 2003 |
|--|---|----------------------------------|

| Development Number Name /<br>HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost |         | Total Actual Cost |                | Status of Work |
|---|--|---------------|----------|----------------------|---------|-------------------|----------------|----------------|
|   |  |               |          | Original             | Revised | Funds Obligated   | Funds Expended |                |
| PA17-01 Maple Terrace                           | Replace Entry Doors                          | 1460          | 200      | \$155,000.00         |         |                   |                |                |
|   | Replace Storm Doors                          | 1460          | 200      | \$65,000.00          |         |                   |                |                |
| PA17-03 Frederick Terrace                       | Demolish Building B-1                        | 1485          | 1        | \$32,500.00          |         |                   |                |                |
| PA17-04 Highland Terrace                        | Demolish Building A-10                       | 1485          | 1        | \$32,500.00          |         |                   |                |                |
| PA17-05 Valley View Terrace                     | Replace Stoves                               | 1465          | 120      | \$48,500             |         |                   |                |                |
|   | Replace Refrigerators (MOVE TO FY 2002)      | 1465          | 120      | 0                    |         |                   |                |                |
| PA17-08 Jollick Manor<br>Crumrine Tower         | Replace Refrigerators                        | 1465          | 100      | \$41,500.00          |         |                   |                |                |
| PA17-09 Calif Terrace and<br>Riverview Apts     | Replace Stoves                               | 1465          | 44       | \$22,000.00          |         |                   |                |                |
|   | Replace Refrigerators                        | 1465          | 20       | \$9,000.00           |         |                   |                |                |
|   | Install Backsplashes                         | 1460          | 44       | \$9,000.00           |         |                   |                |                |
| PA17-10 Calif Manor and<br>California Apts.     |  |               |          |                      |         |                   |                |                |
| PA17-12 Canonsburg Sites                        |  |               |          |                      |         |                   |                |                |
| PA17-14 Highland Ave Apts                       |  |               |          |                      |         |                   |                |                |

**Annual Statement/Performance and Evaluation Report**

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

**Part II: Supporting Pages**

|  |  |                                  |
|--|--|----------------------------------|
| <b>PHA Name:</b> Washington County Housing Authority<br>100 Crumrine Tower, Franklin Street<br>Washington, PA 15301-6995 | <b>Grant Type and Number</b><br>Capital Fund Program Grant No: PA28PO1750103<br>Replacement Housing Factor Grant No: | <b>Federal FY of Grant:</b> 2003 |
|--|--|----------------------------------|

| Development Number Name /<br>HA-Wide Activities | General Description of Major Work Categories       | Dev. Acct No. | Quantity | Total Estimated Cost |         | Total Actual Cost |                | Status of Work |
|---|--|---------------|----------|----------------------|---------|-------------------|----------------|----------------|
|   |  |               |          | Original             | Revised | Funds Obligated   | Funds Expended |                |
| PA17-15 Maple Terrace View                      |  |               |          |                      |         |                   |                |                |
|   | Upgrade Landscape (MOVE TO FY2007)                 | 1450          | 100%     | \$0.00               |         |                   |                |                |
|   | Replace Storm Doors (MOVE TO FY2005)               | 1460          | 70       | \$0.00               |         |                   |                |                |
| PA17-16 Donora Townhouses                       | Replace Entry Doors                                | 1460          | 52       | \$49,000.00          |         |                   |                |                |
|   | Replace Storm Doors                                | 1460          | 34       | \$14,500.00          |         |                   |                |                |
|   | Replace Building Roofs (MOVE TO FY2002)            | 1460          | 100%     | \$0.00               |         |                   |                |                |
| PA17-17 Nathan Goff Apartmen                    | Refurbish Community Room                           | 1470          |          | \$17,000.00          |         |                   |                |                |
|   | Replace Water Heater (MOVE TO FY2002)              | 1460          |          | \$0.00               |         |                   |                |                |
| PA17-19 Monongahela Townho                      | Replace Entry Doors and Hardware                   | 1460          | 54       | \$48,500.00          |         |                   |                |                |
|   | Replace Storm Doors                                | 1460          | 36       | \$14,500.00          |         |                   |                |                |
| PA17-20 Bentley Towers                          | Replace Building Façade                            | 1460          | 50%      | \$210,344.00         |         |                   |                |                |
|   | Replace Chillers and Valves                        | 1460          | 100%     | \$30,000.00          |         |                   |                |                |
| PA17-21 Bassettown Manor                        | Replace Boilers and Wtr Heaters (MOVE FROM FY2002) | 1460          | 100%     | \$93,000.00          |         |                   |                |                |
|   | Replace Door Locks and Hardware (MOVE to 2005)     | 1460          | 100%     | \$0.00               |         |                   |                |                |
|   |  |               |          |                      |         |                   |                |                |
|   |  |               |          |                      |         |                   |                |                |
|   |  |               |          |                      |         |                   |                |                |
|   |  |               |          |                      |         |                   |                |                |

**Annual Statement/Performance and Evaluation Report**

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

**Part II: Supporting Pages**

|  |  |                                  |
|--|--|----------------------------------|
| <b>PHA Name:</b> Washington County Housing Authority<br>100 Crumrine Tower, Franklin Street<br>Washington, PA 15301-6995 | <b>Grant Type and Number</b><br>Capital Fund Program Grant No: PA28PO1750103<br>Replacement Housing Factor Grant No: | <b>Federal FY of Grant:</b> 2003 |
|--|--|----------------------------------|

| Development Number Name /<br>HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity  | Total Estimated Cost |         | Total Actual Cost |                | Status of Work |
|---|--|---------------|-----------|----------------------|---------|-------------------|----------------|----------------|
|   |  |               |           | Original             | Revised | Funds Obligated   | Funds Expended |                |
| HA-Wide Activities                              |  |               |           |                      |         |                   |                |                |
| 1406 Operations                                 | Salaries                                     | 1406          |           | \$59,525.00          |         |                   |                |                |
|   | Benefits                                     | 1406          |           | \$28,572.00          |         |                   |                |                |
|   | Constable Patrols                            | 1406          |           | \$32,000.00          |         |                   |                |                |
|   | Canonsburg Police                            | 1406          |           | \$32,000.00          |         |                   |                |                |
|   | Donora Police                                | 1406          |           | \$90,000.00          |         |                   |                |                |
|   | General Operations                           | 1406          |           | \$30,000.00          |         |                   |                |                |
|   |  |               | Total     | \$272,097.00         |         |                   |                |                |
| 1408 Mgmnt. Improvements                        |  |               |           |                      |         |                   |                |                |
|   | Communications Support                       | 1408          |           | \$0.00               |         |                   |                |                |
|   | Development Coordinator                      | 1408          |           | \$60,000.00          |         |                   |                |                |
|   | Computer Software                            | 1408          |           | \$15,000.00          |         |                   |                |                |
|   | Computer Training                            | 1408          |           | \$10,000.00          |         |                   |                |                |
|   | Computer Consultant                          | 1408          |           | \$30,000.00          |         |                   |                |                |
|   | Management Update Consultant                 | 1408          |           | \$12,000.00          |         |                   |                |                |
|   | Computer Maintenance Agreement               | 1408          |           | \$20,000.00          |         |                   |                |                |
|   |  |               | Total     | \$147,000.00         |         |                   |                |                |
| 1410 Administration                             |  |               |           |                      |         |                   |                |                |
|   | Salaries                                     | 1410          |           |                      |         |                   |                |                |
|   | Executive Director                           | 1410          |           | \$9,037.00           |         |                   |                |                |
|   | Inspector                                    | 1410          |           | \$22,718.00          |         |                   |                |                |
|   | Maintenance Aide                             | 1410          |           | \$14,881.00          |         |                   |                |                |
|   | Comptroller                                  | 1410          |           | \$8,498.00           |         |                   |                |                |
|   | Maintenance Aide                             | 1410          |           | \$14,881.00          |         |                   |                |                |
|   | Mod. Payroll Clerk                           | 1410          |           | \$21,845.00          |         |                   |                |                |
|   | Stock Clerk                                  | 1410          |           | \$0.00               |         |                   |                |                |
|   | Purchasing Agent                             | 1410          |           | \$3,545.00           |         |                   |                |                |
|   | Accountant                                   | 1410          |           | \$9,738.00           |         |                   |                |                |
|   |  |               | Sub-Total | \$105,143.00         |         |                   |                |                |

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

**Part II: Supporting Pages**

|  |  |                                  |
|--|--|----------------------------------|
| <b>PHA Name:</b> Washington County Housing Authority<br>100 Crumrine Tower, Franklin Street<br>Washington, PA 15301-6995 | <b>Grant Type and Number</b><br>Capital Fund Program Grant No: PA28PO1750103<br>Replacement Housing Factor Grant No: | <b>Federal FY of Grant:</b> 2003 |
|--|--|----------------------------------|

| Development Number Name /<br>HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity  | Total Estimated Cost |         | Total Actual Cost |                | Status of Work |
|---|--|---------------|-----------|----------------------|---------|-------------------|----------------|----------------|
|   |  |               |           | Original             | Revised | Funds Obligated   | Funds Expended |                |
| 1410 Administration                             | Fringe Benefits                              |               |           |                      |         |                   |                |                |
|   | Executive Director                           | 1410          |           | \$4,338.00           |         |                   |                |                |
|   | Inspector                                    | 1410          |           | \$10,904.00          |         |                   |                |                |
|   | Maintenance Aide                             | 1410          |           | \$7,143.00           |         |                   |                |                |
|   | Comptroller                                  | 1410          |           | \$4,079.00           |         |                   |                |                |
|   | Maintenance Aide                             | 1410          |           | \$7,143.00           |         |                   |                |                |
|   | Mod. Payroll Clerk                           | 1410          |           | \$10,485.00          |         |                   |                |                |
|   | Stock Clerk                                  | 1410          |           | \$0.00               |         |                   |                |                |
|   | Purchasing Agent                             | 1410          |           | \$1,703.00           |         |                   |                |                |
|   | Accountant                                   | 1410          |           | \$4,674.00           |         |                   |                |                |
|   |  |               | Sub-Total | \$50,469.00          |         |                   |                |                |
|   |  |               | Total     | \$155,612.00         |         |                   |                |                |
| A& E Costs and Fees                             | A/E Fees                                     | 1430          |           | \$75,000.00          |         |                   |                |                |
|   | Sundry Expenses                              | 1430          |           | \$10,000.00          |         |                   |                |                |
|   | Surevey Fees                                 | 1430          |           | \$10,506.00          |         |                   |                |                |
|   |  |               | Total     | \$95,506.00          |         |                   |                |                |
| Non-Dwelling Equipment                          | Computer hardware                            | 1475          |           | \$15,000.00          |         |                   |                |                |

**Annual Statement/Performance and Evaluation Report**

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

**Part III: Implementation Schedule**

**PHA Name: Washington County Housing Authority**

**Grant Type and Number**

Capital Fund Program Grant No: PA28PO1750103

Replacement Housing Factor Grant No:

**Federal FY of Grant:**

**2003**

| Development Number / Name<br>HA-Wide Activities | All Funds Obligated<br>(Quarter Ending Date) |         |        | All Funds Expended<br>(Quarter Ending Date) |         |        | Reasons for Revised Target Dates |
|---|--|---------|--------|---|---------|--------|----------------------------------|
|   | Original                                     | Revised | Actual | Original                                    | Revised | Actual |                                  |
| PA17-01 Maple Terrace                           | 9/30/2005                                    |         |        | 9/30/2007                                   |         |        |                                  |
| PA17-02 Lincoln Terrace                         | 9/30/2005                                    |         |        | 9/30/2007                                   |         |        |                                  |
| PA17-04 Highland Terrace                        | 9/30/2005                                    |         |        | 9/30/2007                                   |         |        |                                  |
| PA17-05 Valley View Terrace                     | 9/30/2005                                    |         |        | 9/30/2007                                   |         |        |                                  |
| PA17-08 Crumrine Tower                          | 9/30/2005                                    |         |        | 9/30/2007                                   |         |        |                                  |
| PA17-09 California Terrace                      | 9/30/2005                                    |         |        | 9/30/2007                                   |         |        |                                  |
| PA17-17 Nathan Goff Jr. Apts                    | 9/30/2005                                    |         |        | 9/30/2007                                   |         |        |                                  |
| 1406 Operations                                 | 9/30/2005                                    |         |        | 9/30/2007                                   |         |        |                                  |
| 1408 Mgmt. Improvements                         | 9/30/2005                                    |         |        | 9/30/2007                                   |         |        |                                  |
| 1410 Administration                             | 9/30/2005                                    |         |        | 9/30/2007                                   |         |        |                                  |
| 1430 Fees and Costs                             | 9/30/2005                                    |         |        | 9/30/2007                                   |         |        |                                  |
| 1475 Nondwelling Equipment                      | 9/30/2005                                    |         |        | 9/30/2007                                   |         |        |                                  |
| 1495 Relocation                                 | 9/30/2005                                    |         |        | 9/30/2007                                   |         |        |                                  |
|   |  |         |        |   |         |        |                                  |
|   |  |         |        |   |         |        |                                  |

**Capital Fund Program Five-Year Action Plan**

**Part I: Summary**

PHA Name: Washington County Housing Authority

X Original 5-Year Plan

| Development Number / Name               |                    | Work Statement for Year 2       |                                 | Work Statement for Year 3       |                                 | Work Statement for Year 4       |                                 | Work Statement for Year 5       |                                 |
|---|--------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|
| HA-Wide Activities                      | Year 1 Annual Stmt | Revision No.                    |                                 | Revision No.                    |                                 | Revision No.                    |                                 | Revision No.                    |                                 |
|   |                    | FFY Grant: 2004<br>PHA FY: 2005 | FFY Grant: 2005<br>PHA FY: 2006 | FFY Grant: 2006<br>PHA FY: 2007 | FFY Grant: 2007<br>PHA FY: 2008 |
| PA17-01 Maple Terrace                   |                    | \$0.00                          | \$0.00                          | \$405,000.00                    | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          |
| PA17-02 Lincoln Terrace                 |                    | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          |
| PA17-03 Frederick Terrace               |                    | \$23,700.00                     | \$0.00                          | \$345,000.00                    | \$0.00                          | \$0.00                          | \$0.00                          | \$65,000.00                     | \$0.00                          |
| PA17-04 Highland Terrace                |                    | \$30,000.00                     | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$481,621.00                    | \$0.00                          |
| PA17-05 Valley View Terrace             |                    | \$105,000.00                    | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$105,000.00                    | \$0.00                          |
| PA17-08 Jollick Manor                   |                    | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$120,000.00                    | \$0.00                          |
| Crumrine Tower                          |                    | \$318,544.00                    | \$0.00                          | \$25,000.00                     | \$0.00                          | \$0.00                          | \$0.00                          | \$30,000.00                     | \$0.00                          |
| PA17-09 California Terrace              |                    | \$0.00                          | \$415,000.00                    | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$65,000.00                     | \$0.00                          |
| Riverview Apts.                         |                    | \$10,000.00                     | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          |
| PA17-10 California Manor                |                    | \$10,000.00                     | \$0.00                          | \$45,741.00                     | \$0.00                          | \$0.00                          | \$0.00                          | \$15,000.00                     | \$0.00                          |
| California Apts                         |                    | \$10,000.00                     | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$29,000.00                     | \$0.00                          |
| PA17-12 Canonsburg Sites                |                    | \$0.00                          | \$174,241.00                    | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          |
| PA17-14 Highland Ave Apts               |                    | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          |
| PA17-15 Maple Terr View                 |                    | \$0.00                          | \$70,000.00                     | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$30,000.00                     | \$0.00                          |
| PA17-16 Donora Townhse                  |                    | \$0.00                          | \$40,000.00                     | \$20,503.00                     | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          |
| PA17-17 Nathan Goff Apts                |                    | \$15,500.00                     | \$150,000.00                    | \$5,250.00                      | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          |
| PA17-19 Mon Twnhse                      |                    | \$0.00                          | \$40,000.00                     | \$15,000.00                     | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          |
| PA17-20 Bentley Tower                   |                    | \$420,000.00                    | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          | \$0.00                          |
| PA17-21 Bassettown Manor                |                    | \$35,000.00                     | \$40,000.00                     | \$100,000.00                    | \$0.00                          | \$0.00                          | \$0.00                          | \$15,000.00                     | \$0.00                          |
| HA-Wide                                 |                    | \$599,315.00                    | \$647,818.00                    | \$615,565.00                    | \$0.00                          | \$0.00                          | \$0.00                          | \$621,438.00                    | \$0.00                          |
| CFP Funds Listed for<br>5-year planning |                    | \$1,577,059.00                  | \$1,577,059.00                  | \$1,577,059.00                  | \$0.00                          | \$0.00                          | \$0.00                          | \$1,577,059.00                  | \$0.00                          |
| Replacement Housing Factor Funds        |                    | \$ 23,469.00                    | \$ 23,469.00                    | \$23,469.00                     | \$0.00                          | \$0.00                          | \$0.00                          | \$23,469.00                     | \$0.00                          |

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages—Work Activities**

| Activities for Year 1 | Activities for Year: 2<br>FFY Grant: 2004<br>PHA FY: 2005 |                                |                | Activities for Year: 3<br>FFY Grant: 2005<br>PHA FY:2006 |                               |                |
|-----------------------|---|--------------------------------|----------------|--|-------------------------------|----------------|
|                       | Development Name/Number                                   | Major Work Categories          | Estimated Cost | Development Name/Number                                  | Major Work Categories         | Estimated Cost |
|                       | PA17-01 Maple Terrace                                     |                                |                | PA17-01 Maple Terrace                                    |                               | \$0.00         |
| See                   |   |                                |                |  |                               |                |
| Annual Statement      | PA17-02 Lincoln Terrace                                   |                                |                | PA17-02 Lincoln Terrace                                  | Replace Siding                | \$0.00         |
|                       |   |                                |                |  | Clean & Re-Point Brick        | \$0.00         |
|                       | PA17-03 Frederick Terrace                                 | Replace Water Heaters          | \$23,700.00    | PA17-03 Frederick Terrace                                |                               |                |
| I                     | PA17-04 Highland Terrace                                  | Replace Water Heaters          | \$30,000.00    | PA17-04 Highland Terrace                                 | Construct Storage Building    | \$0.00         |
|                       | PA17-05 Valley View Terrace                               | L B P Abatement                | \$105,000.00   | PA17-05 Valley View Terrace                              |                               |                |
|                       | PA17-08 Jollick Manor                                     |                                |                | PA17-08 Jollick Manor                                    |                               |                |
|                       | PA17-08 Crumrine Tower/Annex                              | Replace Balcony Doors-Window   | \$278,544.00   | PA17-08 Crumrine Tower/Annex                             |                               |                |
|                       |   | Replace Elevator Doors         | \$40,000.00    |  |                               |                |
|                       | PA17-09 California Terrace                                | Re-Construct Hardwood Floors   | \$0.00         | PA17-09 California Terrace                               | Replace Roofs                 | \$305,000.00   |
|                       |   |                                |                |  | Upgrade Front Canopies        | \$75,000.00    |
|                       |   |                                |                |  | Replace Front Stoops          | \$35,000.00    |
|                       | PA17-09 Riverview Apts                                    | Elevator Modernization         | \$10,000.00    | PA17-09 Riverview Apts                                   |                               | \$0.00         |
|                       | PA1710 California Apts                                    | Elevator Modernization         | \$10,000.00    | PA1710 California Apts                                   |                               | \$0.00         |
|                       | PA17-10 California Manor                                  | Elevator Modernization         | \$10,000.00    | PA17-10 California Manor                                 |                               | \$0.00         |
|                       | PA17-12 Canonsburg Sites                                  |                                |                | PA17-12 Canonsburg Sites                                 | Install Dryer Vents           | \$6,241.00     |
|                       |   |                                |                |  | Install Stair Tread Covers    | \$35,000.00    |
|                       |   |                                |                |  | Re-Pave Parking Lots          | \$133,000.00   |
|                       | PA17-14 Highland Apts                                     |                                |                | PA17-14 Highland Apts                                    |                               |                |
|                       | PA17-15 Maple View  |                                |                | PA17-15 Maple View                                       | Re-Pave Parking Lots          | \$40,000.00    |
|                       |   |                                |                |  | Replace Storm Doors           | \$30,000.00    |
|                       | PA17-16 Donora Townhse                                    |                                |                | PA17-16 Donora Townhse                                   | Re-Pave Parking Lots          | \$40,000.00    |
|                       |   |                                |                |  |                               |                |
|                       |   | <b>Sub-Total CFP Est Cost:</b> | \$507,244.00   |  | <b>Sub-Total CFP EstCost:</b> | \$699,241.00   |



**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages—Work Activities**

| Activities for Year: 4         |                           |                | Activities for Year: 5               |  |                |
|--------------------------------|---------------------------|----------------|--------------------------------------|--|----------------|
| FFY Grant: 2006                |                           |                | FFY Grant: 2007                      |  |                |
| PHA FY: 2007                   |                           |                | PHA FY: 2008                         |  |                |
| Development Name/Number        | Major Work Categories     | Estimated Cost | Development Name/Number              | Major Work Categories                    | Estimated Cost |
| PA17-01 Maple Terrace          | Replace Roofs             | \$405,000.00   | PA17-01 Maple Terrace                | Sect 504 Compliance                      | \$0.00         |
| PA17-02 Lincoln Terrace        | Replace Roofs             | \$0.00         | PA17-02 Lincoln Terrace              | Sect 504 Compliance                      | \$0.00         |
| PA17-03 Frederick Terrace      | Replace Stoves            | \$25,000.00    | PA17-03 Frederick Terrace            | Replace Heating Boilers                  | \$65,000.00    |
|                                | Replace Roofs             | \$320,000.00   |                                      |  |                |
| PA17-04 Highland Terrace       |                           | \$0.00         | PA17-04 Highland Terrace             | Remodel Kitchens                         | \$275,000.00   |
|                                |                           |                |                                      | Install Stove Backslashes                | \$7,000.00     |
|                                |                           |                |                                      | Install Tub Surrounds                    | \$70,000.00    |
|                                |                           |                |                                      | Replace Showers                          | \$64,621.00    |
|                                |                           |                |                                      | Install Access Panels                    | \$15,000.00    |
|                                |                           |                |                                      | Remodel HACP Bathrooms                   | \$50,000.00    |
|                                |                           |                |                                      | Sect 504 Compliance                      | \$0.00         |
| PA17-05 Valley View Terrace    |                           |                | PA17-05 Valley View Terrace          | Replace HW Tanks                         | \$105,000.00   |
|                                |                           |                |                                      | Sect 504 Compliance                      | \$0.00         |
| PA17-08 Jollick Manor          |                           |                | PA17-08 Jollick Manor                | Security System Upgrade                  | \$0.00         |
|                                |                           |                |                                      | Clean & re-point brick                   | \$65,000.00    |
|                                |                           |                |                                      | Replace Siding                           | \$55,000.00    |
| PA17-08 Crumrine Tower         | Asbestos Abatement        | \$25,000.00    | PA17-08 Crumrine Tower               | Security System Upgrade                  | \$0.00         |
|                                | (Lobby Floor Removal)     |                |                                      | Sect 504 Compliance                      | \$0.00         |
|                                |                           |                |                                      | Lobby&First Flr Floorcoverings-Furniture | \$30,000.00    |
| PA17-09 California Terrace     |                           |                | PA17-09 California Terrace           | Sect 504 Compliance                      | \$0.00         |
|                                |                           |                |                                      | Replace Siding                           | \$65,000.00    |
| PA17-09 Riverview              |                           |                | PA17-09 Riverview                    |  | \$0.00         |
| PA17-10 California Apts        |                           |                | PA17-10 California Apts              | Replace Water Heaters                    | \$29,000.00    |
|                                |                           |                |                                      | Security System Upgrade                  | \$0.00         |
| PA17-10 California Manor       | Replace Fire Alarm System | \$45,741.00    | PA17-10 California Manor             | Replace Hall Carpeting                   | \$15,000.00    |
|                                |                           |                |                                      | Security System Upgrade                  | \$0.00         |
| <b>Sub-Total CFP Est Cost:</b> |                           | \$820,741.00   | <b>Sub-Total CFP Estimated Cost:</b> |  | \$910,621.00   |



**CAPITAL FUND PROGRAM TABLES START HERE**

| <b>Annual Statement/Performance and Evaluation Report</b>  |   |   |                   |                                  |
|--|---|---|-------------------|----------------------------------|
| <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b> |   |   |                   |                                  |
| <b>PHA Name:</b> Washington County Housing Authority   |   | <b>Grant Type and Number</b>                        |                   | <b>Federal FY of Grant:</b> 2002 |
| 100 Crumrine Tower, Franklin Street  |   | Capital Fund Program Grant No: PA28PO1750102        |                   |                                  |
| Washington, PA 15301-6995  |   | Replacement Housing Factor Grant No:                |                   |                                  |
| <b>Original Annual Statement</b>   | <b>Reserve for Disasters/ Emergencies:</b>      | <b>X Revised Annual Statement (revision no: 1 )</b> |                   |                                  |
| <b>X Performance and Evaluation Report for Period Ending:</b> 3/31/2003                                      | <b>Final Performance and Evaluation Report:</b> |   |                   |                                  |
| Line No. Summary by Development Account  | Total Estimated Cost                            |   | Total Actual Cost |                                  |
|  | Original  | Revised   | Obligated         | Expended                         |
| 1 Total non-CFP Funds  |   |   |                   |                                  |
| 2 1406 Operations  | \$299,012.00                                    | \$299,012.00  | \$69,423.00       | \$69,423.00                      |
| 3 1408 Management Improvements   | \$185,760.00                                    | \$185,760.00  | \$54,083.00       | \$54,083.00                      |
| 4 1410 Administration  | \$157,540.00                                    | \$157,540.00  | \$73,349.00       | \$73,349.00                      |
| 5 1411 Audit   |   |   |                   |                                  |
| 6 1415 Liquidated Damages  |   |   |                   |                                  |
| 7 1430 Fees and Costs  | \$95,647.00                                     | \$89,000.00   | \$49,721.81       | \$31,396.00                      |
| 8 1440 Site Acquisition  |   |   |                   |                                  |
| 9 1450 Site Improvement  | \$118,000.00                                    | \$154,247.00  | \$0.00            | \$0.00                           |
| 10 1460 Dwelling Structures  | \$415,800.00                                    | \$483,500.00  | \$76,705.00       | \$0.00                           |
| 11 1465.1 Dwelling Equipment—Nonexpendable   | \$275,300.00                                    | \$178,000.00  | \$29,340.00       | \$29,340.00                      |
| 12 1470 Nondwelling Structures   |   |   |                   |                                  |
| 13 1475 Nondwelling Equipment  | \$15,000.00                                     | \$15,000.00   | \$0.00            | \$0.00                           |
| 14 1485 Demolition   |   |   |                   |                                  |
| 15 1490 Replacement Reserve  |   |   |                   |                                  |
| 16 1492 Moving to Work Demonstration   |   |   |                   |                                  |
| 17 1495.1 Relocation Costs   | \$15,000.00                                     | \$15,000.00   | \$0.00            |                                  |
| 18 1499 Development Activities   |   |   |                   |                                  |
| 19 1501 Collateralization or Debt Service  |   |   |                   |                                  |
| 20 1502 Contingency  |   |   |                   |                                  |
| <b>21 Amount of Annual Grant: (sum of lines 2 – 20)</b>  | \$1,577,059.00                                  | \$1,577,059.00                                      | \$352,621.81      | \$257,591.00                     |
| 22 Amount of line 21 Related to LBP Activities   | \$145,000.00                                    | \$162,000.00  |                   |                                  |
| 23 Amount of line 21 Related to Section 504 compliance   | \$0.00  | \$0.00  |                   |                                  |
| 24 Amount of line 21 Related to Security – Soft Costs  |   |   |                   |                                  |
| 25 Amount of Line 21 Related to Security – Hard Costs  |   |   |                   |                                  |
| 26 Amount of line 21 Related to Energy Conservation Measures   |   |   |                   |                                  |

| Annual Statement/Performance and Evaluation Report  |  |               |  |                      |                   |                           |                               |
|---|--|---------------|--|----------------------|-------------------|---------------------------|-------------------------------|
| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)                             |  |               |  |                      |                   |                           |                               |
| Part II: Supporting Pages   |  |               |  |                      |                   |                           |                               |
| PHA Name: Washington County Housing Authority<br>100 Crumrine Tower, Franklin Street<br>Washington, PA 15301-6995 |  |               | Grant Type and Number:<br>Capital Fund Program Grant No: PA28PO1750102<br>Replacement Housing Factor Grant No: |                      |                   | Federal FY of Grant: 2002 |                               |
| Development Number Name /<br>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<br>Obligated        | Funds<br>Expended             |
| PA17-01 Maple Terrace   |  |               |  |                      |                   |                           |                               |
|   | Install Stove Backsplashes                   | 1460          | 100  | \$17,000.00          | \$17,000.00       |                           |                               |
|   | Install Dumpster Courts                      | 1450          | 3  | \$0.00               | \$25,000.00       |                           |                               |
|   | Replace Stoves                               | 1465          | 100  | \$48,000.00          | \$40,000.00       |                           |                               |
| PA17-03 Frederick Terrace   |  |               |  |                      |                   |                           |                               |
|   | Repair Gas House                             | 1470          |  | \$0.00               | \$25,000.00       |                           |                               |
|   | Replace Refrigerators                        | 1465          | 58   | \$31,000.00          | \$22,000.00       |                           |                               |
| PA17-04 Highland Terrace  |  |               |  |                      |                   |                           |                               |
|   | Replace Water Heaters                        | 1460          | 15   | \$0.00               | \$36,000.00       | \$8,500.00                | \$8,500.00 Fungibility FY2000 |
|   | Replace Stoves                               | 1465          | 90   | \$43,500.00          | \$36,000.00       | \$20,900.00               | \$20,840.30                   |
| PA17-05 Valley View Terrace   |  |               |  |                      |                   |                           |                               |
|   | Lead Based Paint Abatement                   | 1460          | 50%  | \$145,000.00         | \$145,000.00      |                           |                               |
|   | LBP Architectural Specs                      | 1430          | As Needed  | \$0.00               | \$10,000.00       |                           |                               |
|   | LBP Abatement Specs                          | 1430          | As Needed  | \$0.00               | \$9,000.00        |                           |                               |
|   | Relocation                                   | 1495          | As Needed  | \$15,000.00          | \$15,000.00       |                           |                               |
|   | Replace Refrigerators                        | 1465          | 100  | \$52,000.00          | \$40,000.00       |                           |                               |
| PA17-08 Jollick Manor   |  |               |  |                      |                   |                           |                               |
|   | Upgrade Ext. Lighting                        | 1450          | As Needed  | \$46,000.00          | \$100,000.00      |                           |                               |
|   | Install Ext. GFI Outlets                     | 1460          | 42   | \$15,000.00          | \$10,000.00       | \$8,000.00                |                               |
|   | Install Illuminated Unit Numbers             | 1460          | 185  | \$25,000.00          | \$27,500.00       | \$24,000.00               |                               |

| Annual Statement/Performance and Evaluation Report  |  |   |           |                           |                   |                                   |
|---|--|---|-----------|---------------------------|-------------------|-----------------------------------|
| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)                             |  |   |           |                           |                   |                                   |
| Part II: Supporting Pages   |  |   |           |                           |                   |                                   |
| PHA Name: Washington County Housing Authority<br>100 Crumrine Tower, Franklin Street<br>Washington, PA 15301-6995 |  | Grant Type and Number<br>Capital Fund Program Grant No: PA28PO1750102<br>Replacement Housing Factor Grant No: |           | Federal FY of Grant: 2002 |                   |                                   |
| Development Number Name /<br>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<br>Funds Expended |
| 17-08 Continued   |  |   |           |                           |                   |                                   |
|   | Upgrade Landscaping                          | 1450  | As Needed | \$15,000.00               | \$15,000.00       |                                   |
|   | Install Fence at Gas Meter                   | 1450  | 1         | \$2,500.00                | \$2,247.00        |                                   |
| PA17-12 Canonsburg Sites  |  |   |           |                           |                   |                                   |
|   | Replace Roofs                                | 1460  | 100%      | \$95,000.00               | \$45,000.00       |                                   |
|   | Replace Storm Doors                          | 1460  | 36 Units  | \$14,000.00               | \$18,000.00       |                                   |
|   | Install Stove Backspashes                    | 1460  | 18 Units  | \$8,000.00                | \$5,000.00        |                                   |
| PA17-14 Highland Aveue Apts   |  |   |           |                           |                   |                                   |
|   | Install Iulluminated Unit Numbers            | 1460  | 16        | \$2,500.00                | \$2,500.00        | \$2,500.00                        |
|   | Replace Storm Doors                          | 1460  | 16        | \$4,500.00                | \$6,000.00        |                                   |
|   | Replace Roofs                                | 1460  | 100%      | \$95,000.00               | \$45,000.00       |                                   |
|   | Install Stove Backsplashes                   | 1460  | 8         | \$3,000.00                | \$3,000.00        |                                   |
|   | Replace Furnaces                             | 1465  | 8         | \$61,500.00               | \$8,500.00        | \$8,449.00                        |
|   | Replace Refrigerators                        | 1465  | 8         | \$5,000.00                | \$3,500.00        |                                   |



| Annual Statement/Performance and Evaluation Report                                    |  |  |           |                           |                   |                 |                |
|---|--|--|-----------|---------------------------|-------------------|-----------------|----------------|
| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) |  |  |           |                           |                   |                 |                |
| Part II: Supporting Pages   |  |  |           |                           |                   |                 |                |
| PHA Name: Washington County Housing Authority   |  | Grant Type and Number                        |           | Federal FY of Grant: 2002 |                   |                 |                |
| 100 Crumrine Tower, Franklin Street   |  | Capital Fund Program Grant No: PA28PO1750102 |           |                           |                   |                 |                |
| Washington, PA 15301-6995   |  | Replacement Housing Factor Grant No:         |           |                           |                   |                 |                |
| Development Number Name /<br>HA-Wide Activities                                       | General Description of Major Work Categories | Dev. Acct No.                                | Quantity  | Total Estimated Cost      | Total Actual Cost | Status of Work  |                |
|   |  |  |           | Original                  | Revised           | Funds Obligated | Funds Expended |
| HA-Wide Activities  |  |  |           |                           |                   |                 |                |
| 1406 Operations   | Salaries                                     | 1406   |           | \$58,050.00               | \$58,050.00       | \$13,477.69     | \$13,477.69    |
|   | Benefits                                     | 1406   |           | \$24,962.00               | \$24,962.00       | \$5,795.52      | \$5,795.52     |
|   | Constable Patrols                            | 1406   |           | \$32,000.00               | \$32,000.00       | \$7,429.56      | \$7,429.56     |
|   | Canonsburg Police                            | 1406   |           | \$32,000.00               | \$32,000.00       | \$7,429.56      | \$7,429.56     |
|   | Donora Police                                | 1406   |           | \$102,000.00              | \$102,000.00      | \$23,681.76     | \$23,681.76    |
|   | General Operations                           | 1406   |           | \$50,000.00               | \$50,000.00       | \$11,608.69     | \$11,608.69    |
|   |  |  | Total     | \$299,012.00              | \$299,012.00      | \$69,422.78     | \$69,422.78    |
| 1408 Mgmt. Improvements   |  |  |           |                           |                   |                 |                |
|   | Communications Support                       | 1408   |           | \$20,000.00               | \$17,000.00       | \$4,949.42      | \$4,949.42     |
|   | Development Coordinator                      | 1408   |           | \$48,000.00               | \$60,000.00       | \$17,468.54     | \$17,468.54    |
|   | Computer Software                            | 1408   |           | \$40,000.00               | \$31,000.00       | \$9,025.41      | \$9,025.41     |
|   | Computer Training                            | 1408   |           | \$32,760.00               | \$32,760.00       | \$9,537.82      | \$9,537.82     |
|   | Computer Consultant                          | 1408   |           | \$30,000.00               | \$30,000.00       | \$8,734.27      | \$8,734.27     |
|   | Management Update Consultant                 | 1408   |           | \$15,000.00               | \$15,000.00       | \$4,367.14      | \$4,367.14     |
|   |  |  | Total     | \$185,760.00              | \$185,760.00      | \$54,082.60     | \$54,082.60    |
| 1410 Administration   |  |  |           |                           |                   |                 |                |
|   | Salaries                                     | 1410   |           |                           |                   |                 |                |
|   | Executive Director                           | 1410   |           | \$8,815.00                | \$8,815.00        | \$4,604.19      | \$4,604.19     |
|   | Inspector                                    | 1410   |           | \$30,767.00               | \$30,767.00       | \$13,324.84     | \$13,324.84    |
|   | Maintenance Aide                             | 1410   |           | \$14,512.00               | \$14,512.00       | \$6,756.66      | \$6,756.66     |
|   | Comptroller                                  | 1410   |           | \$8,288.00                | \$8,288.00        | \$3,858.82      | \$3,858.82     |
|   | Maintenance Aide                             | 1410   |           | \$3,012.00                | \$3,012.00        | \$1,902.36      | \$1,902.36     |
|   | Mod. Payroll Clerk                           | 1410   |           | \$21,308.00               | \$21,308.00       | \$9,920.83      | \$9,920.83     |
|   | Stock Clerk                                  | 1410   |           | \$10,515.00               | \$10,515.00       | \$4,895.69      | \$4,895.69     |
|   | Purchasing Agent                             | 1410   |           | \$3,456.00                | \$3,456.00        | \$1,609.08      | \$1,609.08     |
|   | Accountant                                   | 1410   |           | \$9,496.00                | \$9,496.00        | \$4,421.25      | \$4,421.25     |
|   |  |  | Sub-Total | \$110,169.00              | \$110,169.00      | \$51,293.72     | \$51,293.72    |

| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)                             |  |   |           |                      |                           |                                   |
|---|--|---|-----------|----------------------|---------------------------|-----------------------------------|
| Part II: Supporting Pages   |  |   |           |                      |                           |                                   |
| PHA Name: Washington County Housing Authority<br>100 Crumrine Tower, Franklin Street<br>Washington, PA 15301-6995 |  | Grant Type and Number<br>Capital Fund Program Grant No: PA28PO1750102<br>Replacement Housing Factor Grant No: |           |                      | Federal FY of Grant: 2002 |                                   |
| Development Number Name /<br>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<br>Funds Expended |
| 1410 Administration   | Fringe Benefits                              |   |           |                      |                           |                                   |
|   | Executive Director                           | 1410  |           | \$3,790.00           | \$3,790                   | \$1,764.59 \$1,764.59             |
|   | Inspector                                    | 1410  |           | \$13,229.00          | \$13,229                  | \$6,109.31 \$6,109.31             |
|   | Maintenance Aide                             | 1410  |           | \$6,241.00           | \$6,241                   | \$2,805.75 \$2,805.75             |
|   | Comptroller                                  | 1410  |           | \$3,564.00           | \$3,564                   | \$1,659.37 \$1,659.37             |
|   | Maintenance Aide                             | 1410  |           | \$1,295.00           | \$1,295                   | \$780.81 \$780.81                 |
|   | Mod. Payroll Clerk                           | 1410  |           | \$9,162.00           | \$9,162                   | \$4,238.75 \$4,238.75             |
|   | Stock Clerk                                  | 1410  |           | \$4,521.00           | \$4,521                   | \$2,104.94 \$2,104.94             |
|   | Purchasing Agent                             | 1410  |           | \$1,486.00           | \$1,486                   | \$691.00 \$691.00                 |
|   | Accountant                                   | 1410  |           | \$4,083.00           | \$4,083                   | \$1,901.00 \$1,901.00             |
|   |  |   | Sub-Total | \$47,371.00          | \$47,371.00               | \$22,055.52 \$22,055.52           |
|   |  |   | Total     | \$157,540.00         | \$157,540.00              | \$73,349.24 \$73,349.24           |
| A& E Costs and Fees   | A/E Fees                                     | 1430  |           | \$55,000.00          | \$55,000.00               | \$46,500.00 \$28,173.76           |
|   | L-B-P Specs                                  |   |           | \$0.00               | \$19,000.00               | \$0.00                            |
|   | Sundry Expenses                              | 1430  |           | \$10,000.00          | \$10,000.00               | \$3,221.81 \$3,221.81             |
|   | Surevey Fees                                 | 1430  |           | \$5,000.00           | \$5,000.00                | \$0.00                            |
|   |  |   | Total     | \$70,000.00          | \$89,000.00               | \$49,721.81 \$31,395.57           |
| Non-Dwelling Equipment  | Computer hardware                            | 1475  |           | \$15,000.00          | \$15,000.00               | \$0.00                            |

| Annual Statement/Performance and Evaluation Report                                    |  |           |  |   |                           |        |                                  |
|---|--|-----------|--|---|---------------------------|--------|----------------------------------|
| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) |  |           |  |   |                           |        |                                  |
| Part III: Implementation Schedule   |  |           |  |   |                           |        |                                  |
| PHA Name: Washington County Housing Authority   |  |           | Grant Type and Number                        |   | Federal FY of Grant: 2002 |        |                                  |
|   |  |           | Capital Fund Program Grant No: PA28PO1750102 |   |                           |        |                                  |
|   |  |           | Replacement Housing Factor Grant No:         |   |                           |        |                                  |
| Development Number / Name<br>HA-Wide Activities                                       | All Funds Obligated<br>(Quarter Ending Date) |           |  | All Funds Expended<br>(Quarter Ending Date) |                           |        | Reasons for Revised Target Dates |
|   | Original                                     | Revised   | Actual                                       | Original                                    | Revised                   | Actual |                                  |
| PA17-01 Maple Terrace   | 9/30/2004                                    | 9/30/2004 |  | 9/30/2006                                   | 9/30/2006                 |        |                                  |
| PA17-02 Lincoln Terrace   | 9/30/2004                                    | 9/30/2004 |  | 9/30/2006                                   | 9/30/2006                 |        |                                  |
| PA17-04 Highland Terrace  | 9/30/2004                                    | 9/30/2004 |  | 9/30/2006                                   | 9/30/2006                 |        |                                  |
| PA17-05 Valley View Terrace   | 9/30/2004                                    | 9/30/2004 |  | 9/30/2006                                   | 9/30/2006                 |        |                                  |
| PA17-08 Crumrine Tower  | 9/30/2004                                    | 9/30/2004 |  | 9/30/2006                                   | 9/30/2006                 |        |                                  |
| PA17-09 California Terrace  | 9/30/2004                                    | 9/30/2004 |  | 9/30/2006                                   | 9/30/2006                 |        |                                  |
| PA17-17 Nathan Goff Jr. Apts  | 9/30/2004                                    | 9/30/2004 |  | 9/30/2006                                   | 9/30/2006                 |        |                                  |
| 1406 Operations   | 9/30/2004                                    | 9/30/2004 |  | 9/30/2006                                   | 9/30/2006                 |        |                                  |
| 1408 Mgmt. Improvements   | 9/30/2004                                    | 9/30/2004 |  | 9/30/2006                                   | 9/30/2006                 |        |                                  |
| 1410 Administration   | 9/30/2004                                    | 9/30/2004 |  | 9/30/2006                                   | 9/30/2006                 |        |                                  |
| 1430 Fees and Costs   | 9/30/2004                                    | 9/30/2004 |  | 9/30/2006                                   | 9/30/2006                 |        |                                  |
| 1475 Nondwelling Equipment  | 9/30/2004                                    | 9/30/2004 |  | 9/30/2006                                   | 9/30/2006                 |        |                                  |
| 1495 Relocation   | 9/30/2004                                    | 9/30/2004 |  | 9/30/2006                                   | 9/30/2006                 |        |                                  |
|   |  |           |  |   |                           |        |                                  |
|   |  |           |  |   |                           |        |                                  |

**CAPITAL FUND PROGRAM TABLES START HERE**

| <b>Annual Statement/Performance and Evaluation Report</b>  |   |  |   |                                  |
|--|---|--|---|----------------------------------|
| <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>             |   |  |   |                                  |
| <b>PHA Name:</b> Washington County Housing Authority<br>100 Crumrine Tower, Franklin Street<br>Washington, PA 15301-6995 |   | <b>Grant Type and Number</b><br>Capital Fund Program Grant No:<br>Replacement Housing Factor Grant No: PA28R01750102 |   | <b>Federal FY of Grant:</b> 2002 |
| <b>Original Annual Statement</b>   | <b>Reserve for Disasters/ Emergencies:</b>                |  | <b>Revised Annual Statement (revision no: )</b> |                                  |
| <b>X Performance and Evaluation Report for Period Ending: 3-31-2003</b>  |   | <b>Final Performance and Evaluation Report:</b>  |   |                                  |
| Line No  | Summary by Development Account                            | Total Estimated Cost   |   | Total Actual Cost                |
|  |   | Original   | Revised   | Obligated Expended               |
| 1  | Total non-CFP Funds                                       |  |   |                                  |
| 2  | 1406 Operations   |  |   |                                  |
| 3  | 1408 Management Improvements                              |  |   |                                  |
| 4  | 1410 Administration                                       |  |   |                                  |
| 5  | 1411 Audit  |  |   |                                  |
| 6  | 1415 Liquidated Damages                                   |  |   |                                  |
| 7  | 1430 Fees and Costs                                       |  |   |                                  |
| 8  | 1440 Site Acquisition                                     |  |   |                                  |
| 9  | 1450 Site Improvement                                     |  |   |                                  |
| 10   | 1460 Dwelling Structures                                  |  |   |                                  |
| 11   | 1465.1 Dwelling Equipment—Nonexpendable                   |  |   |                                  |
| 12   | 1470 Nondwelling Structures                               |  |   |                                  |
| 13   | 1475 Nondwelling Equipment                                |  |   |                                  |
| 14   | 1485 Demolition   |  |   |                                  |
| 15   | 1490 Replacement Reserve                                  |  |   |                                  |
| 16   | 1492 Moving to Work Demonstration                         |  |   |                                  |
| 17   | 1495.1 Relocation Costs                                   |  |   |                                  |
| 18   | 1499 Development Activities                               | \$23,469.00  | \$23,469.00                                     |                                  |
| 19   | 1501 Collateralization or Debt Service                    |  |   |                                  |
| 20   | 1502 Contingency  |  |   |                                  |
| 21   | <b>Amount of Annual Grant: (sum of lines 2 – 20)</b>      | \$23,469.00  | \$23,469.00                                     |                                  |
| 22   | Amount of line 21 Related to LBP Activities               |  |   |                                  |
| 23   | Amount of line 21 Related to Section 504 compliance       |  |   |                                  |
| 24   | Amount of line 21 Related to Security – Soft Costs        |  |   |                                  |
| 25   | Amount of Line 21 Related to Security – Hard Costs        |  |   |                                  |
| 26   | Amount of line 21 Related to Energy Conservation Measures |  |   |                                  |



**CAPITAL FUND PROGRAM TABLES START HERE**

| <b>Annual Statement/Performance and Evaluation Report</b>  |   |  |                |   |              |
|--|---|--|----------------|---|--------------|
| <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>             |   |  |                |   |              |
| <b>PHA Name:</b> Washington County Housing Authority<br>100 Crumrine Tower, Franklin Street<br>Washington, PA 15301-6995 |   | <b>Grant Type and Number</b><br>Capital Fund Program Grant No: PA28PO1750101<br>Replacement Housing Factor Grant No: |                | <b>Federal FY of Grant:</b> 2001                    |              |
| <b>Original Annual Statement</b>   |   | <b>Reserve for Disasters/ Emergencies:</b>   |                | <b>X Revised Annual Statement (revision no: 2 )</b> |              |
| <b>X Performance and Evaluation Report for Period Ending: 3/31/03</b>  |   | <b>Final Performance and Evaluation Report:</b>  |                |   |              |
| Line No.   | Summary by Development Account                            | Total Estimated Cost   |                | Total Actual Cost                                   |              |
|  |   | Original   | Revised        | Obligated   | Expended     |
| 1  | Total non-CFP Funds                                       |  |                |   |              |
| 2  | 1406 Operations   | \$189,015.00   | \$189,015.00   | \$40,757.00   | \$40,757.00  |
| 3  | 1408 Management Improvements                              | \$187,000.00   | \$187,000.00   | \$103,086.00  | \$103,086.00 |
| 4  | 1410 Administration                                       | \$175,000.00   | \$175,000.00   | \$173,952.00  | \$173,952.00 |
| 5  | 1411 Audit  |  |                |   |              |
| 6  | 1415 Liquidated Damages                                   |  |                |   |              |
| 7  | 1430 Fees and Costs                                       | \$86,500.00  | \$141,400.00   | \$121,721.00  | \$84,812.00  |
| 8  | 1440 Site Acquisition                                     |  |                |   |              |
| 9  | 1450 Site Improvement                                     | \$350,731.00   | \$179,800.00   | \$144,956.00  | \$63,378.00  |
| 10   | 1460 Dwelling Structures                                  | \$655,500.00   | \$767,000.00   | \$164,824.00  | \$16,164.00  |
| 11   | 1465.1 Dwelling Equipment—Nonexpendable                   | \$41,000.00  | \$32,125.00    | \$32,122.00   | \$32,122.00  |
| 12   | 1470 Nondwelling Structures                               | \$0.00   | \$40,000.00    | \$0.00  | \$0.00       |
| 13   | 1475 Nondwelling Equipment                                | \$15,000.00  | \$15,000.00    | \$5,201.00  | \$5,201.00   |
| 14   | 1485 Demolition   |  |                |   |              |
| 15   | 1490 Replacement Reserve                                  |  |                |   |              |
| 16   | 1492 Moving to Work Demonstration                         |  |                |   |              |
| 17   | 1495.1 Relocation Costs                                   | \$52,000.00  | \$25,406.00    | \$261.00  | \$261.00     |
| 18   | 1499 Development Activities                               |  |                |   |              |
| 19   | 1501 Collateralization or Debt Service                    |  |                |   |              |
| 20   | 1502 Contingency  |  |                |   |              |
| 21   | <b>Amount of Annual Grant: (sum of lines 2 – 20)</b>      | \$1,751,746.00   | \$1,751,746.00 | \$786,880.00  | \$519,733.00 |
| 22   | Amount of line 21 Related to LBP Activities               | \$321,000.00   | \$819,000.00   |   |              |
| 23   | Amount of line 21 Related to Section 504 compliance       | \$0.00   | \$19,500.00    | \$0.00  |              |
| 24   | Amount of line 21 Related to Security – Soft Costs        |  |                |   |              |
| 25   | Amount of Line 21 Related to Security – Hard Costs        |  |                |   |              |
| 26   | Amount of line 21 Related to Energy Conservation Measures |  |                |   |              |

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

| PHA Name: Washington County Housing Authority<br>100 Crumrine Tower, Franklin Street<br>Washington, PA 15301-6995 |  | Grant Type and Number:<br>Capital Fund Program Grant No: PA28PO1750101<br>Replacement Housing Factor Grant No: |           |                      | Federal FY of Grant: 2001 |                                |  |
|---|--|--|-----------|----------------------|---------------------------|--------------------------------|--|
| Development Number Name /<br>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 |  |
| <b>PA17-01 Maple Terrace</b>  |  |  |           |                      |                           |                                |  |
|   | Repave Drive Roads                           | 1450   | As Needed | \$80,000.00          | \$50,000.00               | \$50,000.00 \$33,378.00        |  |
|   | Repave Parking Areas                         | 1450   | As Needed | \$93,731.00          | \$47,800.00               | \$47,700.00 \$30,000.00        |  |
|   | Upgrade Landscaping                          | 1450   | As Needed | \$20,000.00          | \$20,000.00               | \$0.00                         |  |
|   | Lead Based Paint Abatement                   | 1430   | 100 Units | \$0.00               | \$8,000.00                | \$0.00                         |  |
|   | Lead Based Paint Abatement                   | 1460   | 100 Units | \$155,000.00         | \$275,000.00              | \$0.00                         |  |
|   | Lead Based Paint Abatement                   | 1470   | Gas Hse   | \$0.00               | \$12,500.00               | \$0.00                         |  |
|   | Relocation                                   | 1495   | As Needed | \$25,000.00          | \$8,500.00                | \$0.00                         |  |
| <b>PA 17-02 Lincoln Terrace</b>   |  |  |           |                      |                           |                                |  |
|   | Replace Retaining Wall (Regrade Slope)       | 1450   | 100%      | \$100,000.00         | \$55,000.00               | \$50,000.00                    |  |
|   | Install Site Signage and Index Map           | 1450   | As Needed | \$7,000.00           | \$7,000.00                | \$3,000.00                     |  |
|   | Install New Tub Surrounds and Showers        | 1460   | 46 Units  | \$60,000.00          | \$0.00                    | \$0.00                         |  |
|   | Lead Based Paint Abatement                   | 1430   | 46 Units  | \$0.00               | \$8,000.00                | \$0.00                         |  |
|   | Lead Based Paint Abatement                   | 1460   | 46 Units  | \$45,000.00          | \$165,000.00              | \$0.00                         |  |
|   | Lead Based Paint Abatement                   | 1470   | Gas Hse   | \$0.00               | \$12,500.00               | \$0.00                         |  |
|   | Relocation                                   | 1495   | As Needed | \$0.00               | \$4,200.00                | \$0.00                         |  |
| <b>PA 17-03 Frederick Terrace</b>   |  |  |           |                      |                           |                                |  |
|   | Lead Based Paint Abatement                   | 1430   | 31 Units  | \$0.00               | \$6,000.00                | \$0.00                         |  |
|   | Lead Based Paint Abatement                   | 1460   | 31 Units  | \$0.00               | \$148,000.00              | \$0.00                         |  |
|   | Lead Based Paint Abatement                   | 1470   | Gas Hse   | \$0.00               | \$15,000.00               | \$0.00                         |  |
|   | Relocation                                   | 1495   | As Needed | \$0.00               | \$4,400.00                | \$0.00                         |  |

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

| PHA Name: Washington County Housing Authority<br>100 Crumrine Tower, Franklin Street<br>Washington, PA 15301-6995 |  | Grant Type and Number<br>Capital Fund Program Grant No: PA28PO1750101<br>Replacement Housing Factor Grant No: |           | Federal FY of Grant: |                   | 2001            |                |
|---|--|---|-----------|----------------------|-------------------|-----------------|----------------|
| Development Number Name /<br>HA-Wide Activities   | General Description of Major Work Categories | Dev. Acct No.   | Quantity  | Total Estimated Cost | Total Actual Cost | Status of Work  |                |
|   |  |   |           | Original             | Revised           | Funds Obligated | Funds Expended |
| PA 17-04 Highland Terrace   |  |   |           |                      |                   |                 |                |
|   | Replace Railings on Boiler Room Stairs       | 1450  | As Needed | \$50,000.00          | \$0.00            |                 |                |
|   | Lead Based Paint Abatement                   | 1430  | 83 Units  | \$0.00               | \$6,000.00        | \$0.00          |                |
|   | Lead Based Paint Abatement                   | 1460  | 83 Units  | \$0.00               | \$163,000.00      | \$0.00          |                |
|   | Lead Based Paint Abatement                   | 1470  | Gas Hse   | \$0.00               | \$0.00            | \$0.00          |                |
|   | Relocation                                   | 1495  | As Needed | \$0.00               | \$8,306.00        |                 |                |
| PA 17-05 Valley View Terrace  |  |   |           |                      |                   |                 |                |
|   | Lead Based Paint Abatement                   | 1430  | 116 Units | \$0.00               | \$0.00            |                 |                |
|   | Lead Based Paint Abatement                   | 1460  | 116 Units | \$121,000.00         | \$0.00            |                 |                |
|   | Lead Based Paint Abatement                   | 1470  | Gas Hse   | \$0.00               | \$0.00            |                 |                |
|   | Relocation                                   | 1495  | As Needed | \$9,000.00           | \$0.00            |                 |                |
| PA 17-08 Crumrine Tower   |  |   |           |                      |                   |                 |                |
|   | Replace Heating Boilers                      | 1460  | 100%      | \$0.00               | \$8,000.00        | \$8,000.00      | \$8,000.00     |
|   | Install New Mailbox System                   | 1460  | 1         | \$1,500.00           | \$0.00            |                 |                |
|   | Convert 15 Effc'y to 1 BR                    | 1465  | 10        | \$0.00               | \$303.00          | \$302.62        | \$302.62       |
| PA 17-09 California Terrace   |  |   |           |                      |                   |                 |                |
|   | Reconstruct Wood Floors (2nd Floor)          | 1460  | 24 Units  | \$120,000.00         | \$0.00            |                 |                |
|   | Reroute Kitchen Plumbing                     | 1460  | 18 Units  | \$45,000.00          | \$0.00            |                 |                |
|   | Install Showers                              | 1460  | 24 Units  | \$60,000.00          | \$0.00            |                 |                |
|   | Instll Tile - Bathroom Floors                | 1460  | 24 Units  | \$44,000.00          | \$0.00            |                 |                |
|   | Relocation                                   | 1495  | As Needed | \$9,000.00           | \$0.00            |                 |                |
| PA 17-17 Nathan Goff Jr. Apt  |  |   |           |                      |                   |                 |                |
|   | Install Stove Backsplashes                   | 1460  | 75 Units  | \$4,000.00           | \$0.00            |                 |                |
|   | Replace Heating Boilers                      | 1460  | 100%      | \$0.00               | \$8,000.00        | \$8,000.00      | \$8,000.00     |
|   | Replace Stoves                               | 1465  | 75 Units  | \$41,000.00          | \$31,819.00       | \$31,819.00     |                |

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

| PHA Name: Washington County Housing Authority   |  | Grant Type and Number                        |           | Federal FY of Grant: |                   | 2001            |                |
|---|--|--|-----------|----------------------|-------------------|-----------------|----------------|
| 100 Crumrine Tower, Franklin Street             |  | Capital Fund Program Grant No: PA28PO1750101 |           |                      |                   |                 |                |
| Washington, PA 15301-6995                       |  | Replacement Housing Factor Grant No:         |           |                      |                   |                 |                |
| Development Number Name /<br>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 |
| <b>HA-Wide Activities</b>                       |  |  |           |                      |                   |                 |                |
| 1406 Operations                                 | Extraordinary Maintenance                    | 1406   |           | \$35,000.00          | \$35,000.00       |                 |                |
|   | Replacement Equipment(non-expendable)        | 1406   |           | \$30,000.00          | \$30,000.00       |                 |                |
|   | Property Betterments and Additions           | 1406   |           | \$20,000.00          | \$20,000.00       |                 |                |
|   | General                                      | 1406   |           | \$104,015.00         | \$104,015.00      | \$40,757.00     | \$40,757.00    |
|   |  |  | Total     | \$189,015.00         | \$189,015.00      | \$40,757.00     | \$40,757.00    |
| <b>1408 Mgmt. Improvements</b>                  |  |  |           |                      |                   |                 |                |
|   | Communications Support                       | 1408   |           | \$15,000.00          | \$ 11,000.00      | \$467.00        | \$467.00       |
|   | Development Coordinator                      | 1408   |           | \$46,000.00          | \$46,000.00       | \$29,150.00     | \$29,150.00    |
|   | Computer Software                            | 1408   |           | \$15,000.00          | \$15,000.00       | \$1,178.00      | \$1,178.00     |
|   | Computer Training                            | 1408   |           | \$20,000.00          | \$20,000.00       |                 |                |
|   | Computer Maintenance                         | 1408   |           | \$16,000.00          | \$ 20,000.00      | \$19,495.60     | \$19,495.60    |
|   | Computer Consultant                          | 1408   |           | \$30,000.00          | \$30,000.00       | \$22,285.00     | \$22,285.00    |
|   | Management Update Consultant                 | 1408   |           | \$10,000.00          | \$10,000.00       | \$3,900.00      | \$3,900.00     |
|   | Vacancy Improvement - Advertising            | 1408   |           | \$5,000.00           | \$5,000.00        |                 |                |
|   | Constables                                   | 1408   |           | \$30,000.00          | \$30,000.00       | \$26,610.00     | \$26,610.00    |
|   |  |  | Total     | \$187,000.00         | \$187,000.00      | \$103,085.60    | \$103,085.60   |
| <b>1410 Administration</b>                      |  |  |           |                      |                   |                 |                |
|   | Salaries                                     |  |           |                      |                   |                 |                |
|   | Executive Director                           | 1410   |           | \$10,000.00          | \$10,000.00       | \$9,940.15      | \$9,940.15     |
|   | Inspector                                    | 1410   |           | \$18,000.00          | \$18,000.00       | \$17,892.25     | \$17,892.25    |
|   | Maintenance Aide                             | 1410   |           | \$15,000.00          | \$15,000.00       | \$14,910.15     | \$14,910.15    |
|   | Comptroller                                  | 1410   |           | \$10,000.00          | \$10,000.00       | \$9,940.15      | \$9,940.15     |
|   | Maintenance Aide                             | 1410   |           | \$19,000.00          | \$19,000.00       | \$18,886.20     | \$18,886.20    |
|   | Mod. Payroll Clerk                           | 1410   |           | \$21,000.00          | \$21,000.00       | \$20,874.00     | \$20,874.00    |
|   | Stock Clerk                                  | 1410   |           | \$21,000.00          | \$21,000.00       | \$20,874.00     | \$20,874.00    |
|   | Purchasing Agent                             | 1410   |           | \$5,500.00           | \$5,500.00        | \$5,467.00      | \$5,467.00     |
|   | Accountant                                   | 1410   |           | \$5,500.00           | \$5,500.00        | \$5,467.00      | \$5,467.00     |
|   |  |  | Sub-Total | \$125,000.00         | \$125,000.00      | \$124,250.90    | \$124,250.90   |

| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)                             |  |   |           |                      |                   |                                |
|---|--|---|-----------|----------------------|-------------------|--------------------------------|
| Part II: Supporting Pages   |  |   |           |                      |                   |                                |
| PHA Name: Washington County Housing Authority<br>100 Crumrine Tower, Franklin Street<br>Washington, PA 15301-6995 |  | Grant Type and Number<br>Capital Fund Program Grant No: PA28PO1750101<br>Replacement Housing Factor Grant No: |           | Federal FY of Grant: |                   | 2001                           |
| Development Number Name /<br>HA-Wide Activities   | General Description of Major Work Categories | Dev. Acct No.   | Quantity  | Total Estimated Cost | Total Actual Cost | Status of Work                 |
|   |  |   |           | Original             | Revised           | Funds Obligated Funds Expended |
| 1410 Administration   | Fringe Benefits                              |   |           |                      |                   |                                |
|   | Executive Director                           | 1410  |           | \$2,000              | \$2,000           | \$1,989.00 \$1,989.00          |
|   | Inspector                                    | 1410  |           | \$10,000             | \$10,000          | \$9,940.10 \$9,940.10          |
|   | Maintenance Aide                             | 1410  |           | \$8,000              | \$8,000           | \$7,952.00 \$7,952.00          |
|   | Comptroller                                  | 1410  |           | \$5,000              | \$5,000           | \$4,970.00 \$4,970.00          |
|   | Maintenance Aide                             | 1410  |           | \$7,000              | \$7,000           | \$6,958.00 \$6,958.00          |
|   | Mod. Payroll Clerk                           | 1410  |           | \$7,000              | \$7,000           | \$6,958.00 \$6,958.00          |
|   | Stock Clerk                                  | 1410  |           | \$7,000              | \$7,000           | \$6,958.00 \$6,958.00          |
|   | Purchasing Agent                             | 1410  |           | \$1,500              | \$1,500           | \$1,491.00 \$1,491.00          |
|   | Accountant                                   | 1410  |           | \$2,500              | \$2,500           | \$2,485.00 \$2,485.00          |
|   |  |   | Sub-Total | \$50,000.00          | \$50,000.00       | \$49,701.10 \$49,701.10        |
|   |  |   | Total     | \$175,000.00         | \$175,000.00      | \$173,952.00 \$173,952.00      |
| A& E Costs and Fees   | A/E Fees Agency Wide (excludes LBP)          | 1430  |           | \$86,500.00          | \$86,500.00       | \$86,500.00 \$84,812.00        |
|   | LBP Testing at 5 sites                       | 1430  |           | \$0.00               | \$26,900.00       | \$26,900.00 \$26,900.00        |
|   |  |   | Total     | \$86,500.00          | \$113,400.00      | \$113,400.00 \$111,712.00      |
| Non-Dwelling Equipment  | Computer Hardware                            | 1475  |           | \$15,000.00          | \$15,000.00       | \$5,201.00 \$5,201.00          |

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

PHA Name: Washington County Housing Authority

**Grant Type and Number**

Federal FY of Grant:

**2001**

Capital Fund Program Grant No: PA28PO1750101

Replacement Housing Factor Grant No:

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

**CAPITAL FUND PROGRAM TABLES START HERE**

| <b>Annual Statement/Performance and Evaluation Report</b>  |   |   |   |                                  |
|--|---|---|---|----------------------------------|
| <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>             |   |   |   |                                  |
| <b>PHA Name:</b> Washington County Housing Authority<br>100 Crumrine Tower, Franklin Street<br>Washington, PA 15301-6995 |   | <b>Grant Type and Number</b><br>Capital Fund Program Grant No:<br>Replacement Housing Factor Grant No:PA28R01750101 |   | <b>Federal FY of Grant: 2001</b> |
| <b>Original Annual Statement</b>   | <b>Reserve for Disasters/ Emergencies</b>                 |   | <b>Revised Annual Statement (revision no: )</b> |                                  |
| <b>X Performance and Evaluation Report for Period Ending:March 31, 2003</b>  | <b>Final Performance and Evaluation</b>                   |   |   |                                  |
| Line No  | Summary by Development Account                            | Total Estimated Cost  |   | Total Actual Cost                |
|  |   | Original  | Revised   | Obligated Expended               |
| 1  | Total non-CFP Funds                                       |   |   |                                  |
| 2  | 1406 Operations   |   |   |                                  |
| 3  | 1408 Management Improvements                              |   |   |                                  |
| 4  | 1410 Administration                                       |   |   |                                  |
| 5  | 1411 Audit  |   |   |                                  |
| 6  | 1415 Liquidated Damages                                   |   |   |                                  |
| 7  | 1430 Fees and Costs                                       |   |   |                                  |
| 8  | 1440 Site Acquisition                                     |   |   |                                  |
| 9  | 1450 Site Improvement                                     |   |   |                                  |
| 10   | 1460 Dwelling Structures                                  |   |   |                                  |
| 11   | 1465.1 Dwelling Equipment—Nonexpendable                   |   |   |                                  |
| 12   | 1470 Nondwelling Structures                               |   |   |                                  |
| 13   | 1475 Nondwelling Equipment                                |   |   |                                  |
| 14   | 1485 Demolition   |   |   |                                  |
| 15   | 1490 Replacement Reserve                                  |   |   |                                  |
| 16   | 1492 Moving to Work Demonstration                         |   |   |                                  |
| 17   | 1495.1 Relocation Costs                                   |   |   |                                  |
| 18   | 1499 Development Activities                               | \$21,269.00   |   |                                  |
| 19   | 1501 Collateralization or Debt Service                    |   |   |                                  |
| 20   | 1502 Contingency  |   |   |                                  |
| 21   | <b>Amount of Annual Grant: (sum of lines 2 – 20)</b>      | \$21,269.00   |   |                                  |
| 22   | Amount of line 21 Related to LBP Activities               |   |   |                                  |
| 23   | Amount of line 21 Related to Section 504 compliance       |   |   |                                  |
| 24   | Amount of line 21 Related to Security – Soft Costs        |   |   |                                  |
| 25   | Amount of Line 21 Related to Security – Hard Costs        |   |   |                                  |
| 26   | Amount of line 21 Related to Energy Conservation Measures |   |   |                                  |



**CAPITAL FUND PROGRAM TABLES START HERE**

| <b>Annual Statement/Performance and Evaluation Report</b>  |   |  |   |                                  |
|--|---|--|---|----------------------------------|
| <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b> |   |  |   |                                  |
| <b>PHA Name: Washington County Housing Authority</b>   |   | <b>Grant Type and Number</b>                 |   | <b>Federal FY of Grant: 2000</b> |
| 100 Crumrine Tower, Franklin Street  |   | Capital Fund Program Grant No: PA28PO1750100 |   |                                  |
| Washington, PA 15301-6995  |   | Replacement Housing Factor Grant No:         |   |                                  |
| <b>Original Annual Statement</b>   | <b>Reserve for Disasters/ Emergencies:</b>                |  | <b>X Revised Annual Statement (revision no: 3 )</b> |                                  |
| <b>X Performance and Evaluation Report for Period Ending: 3/31/03</b>  | <b>Final Performance and Evaluation Report:</b>           |  |   |                                  |
| Line No  | Summary by Development Account                            | Total Estimated Cost                         |   | Total Actual Cost                |
|  |   | Original                                     | Revised   | Obligated Expended               |
| 1  | Total non-CFP Funds                                       |  |   |                                  |
| 2  | 1406 Operations   | \$245,954.00                                 | \$239,735.00  | \$239,735.00 \$239,735.00        |
| 3  | 1408 Management Improvements                              | \$165,758.00                                 | \$113,855.00  | \$113,855.00 \$113,855.00        |
| 4  | 1410 Administration                                       | \$165,758.00                                 | \$161,940.00  | \$161,940.00 \$161,940.00        |
| 5  | 1411 Audit  |  |   |                                  |
| 6  | 1415 Liquidated Damages                                   |  |   |                                  |
| 7  | 1430 Fees and Costs                                       | \$84,003.00                                  | \$99,275.00   | \$99,275.00 \$99,275.00          |
| 8  | 1440 Site Acquisition                                     |  |   |                                  |
| 9  | 1450 Site Improvement                                     | \$0.00                                       | \$58,245.00   | \$58,245.00 \$58,245.00          |
| 10   | 1460 Dwelling Structures                                  | \$885,000.00                                 | \$1,005,120.00                                      | \$979,010.00 \$551,180.00        |
| 11   | 1465.1 Dwelling Equipment—Nonexpendable                   | \$61,000.00                                  | \$13,221.00   | \$13,221.00 \$13,221.00          |
| 12   | 1470 Nondwelling Structures                               | \$75,000.00                                  | \$46,200.00   | \$46,200.00 \$0.00               |
| 13   | 1475 Nondwelling Equipment                                | \$39,873.00                                  | \$0.00  | \$0.00 \$0.00                    |
| 14   | 1485 Demolition   |  |   |                                  |
| 15   | 1490 Replacement Reserve                                  |  |   |                                  |
| 16   | 1492 Moving to Work Demonstration                         |  |   |                                  |
| 17   | 1495.1 Relocation Costs                                   | \$15,500.00                                  | \$255.00  | \$255.00 \$255.00                |
| 18   | 1499 Development Activities                               |  |   |                                  |
| 19   | 1501 Collateralization or Debt Service                    |  |   |                                  |
| 20   | 1502 Contingency  |  |   |                                  |
| 21   | <b>Amount of Annual Grant: (sum of lines 2 – 20)</b>      | \$1,737,846.00                               | \$1,737,846.00                                      | \$1,711,736.00 \$1,237,706.00    |
| 22   | Amount of line 21 Related to LBP Activities               | \$65,500.00                                  | \$0.00  | \$0.00                           |
| 23   | Amount of line 21 Related to Section 504 compliance       | \$15,000.00                                  | \$15,000.00   |                                  |
| 24   | Amount of line 21 Related to Security – Soft Costs        |  |   |                                  |
| 25   | Amount of Line 21 Related to Security – Hard Costs        |  |   |                                  |
| 26   | Amount of line 21 Related to Energy Conservation Measures | \$207,000.00                                 | \$207,000.00  |                                  |

| Annual Statement/Performance and Evaluation Report  |  |               |  |                      |                   |                           |                         |
|---|--|---------------|--|----------------------|-------------------|---------------------------|-------------------------|
| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)                             |  |               |  |                      |                   |                           |                         |
| Part II: Supporting Pages   |  |               |  |                      |                   |                           |                         |
| PHA Name: Washington County Housing Authority<br>100 Crumrine Tower, Franklin Street<br>Washington, PA 15301-6995 |  |               | Grant Type and Number:<br>Capital Fund Program Grant No: PA28PO1750100<br>Replacement Housing Factor Grant No: |                      |                   | Federal FY of Grant: 2000 |                         |
| Development Number Name /<br>HA-Wide Activities   | General Description of Major Work Categories | Dev. Acct No. | Quantity   | Total Estimated Cost | Total Actual Cost | Status of Work            |                         |
|   |  |               |  | Original             | Revised           | Funds Obligated           | Funds Expended          |
| PA17-02 Lincoln Terrace   |  |               |  |                      |                   |                           |                         |
|   | Replace Furnaces                             | 1460          | 1  | \$153,000.00         | \$55,431.00       | \$55,430.50               | \$55,430.50             |
|   | Install New Tub Surrounds                    | 1460          | 1  | \$0.00               | \$68,460.00       | \$68,460.00               | \$68,460.00 5 Year Plan |
| PA17-03 Frederick Terrace   |  |               |  |                      |                   |                           |                         |
|   | Lead Based Paint Abatement                   | 1460          | 31 Units   | \$25,000.00          | \$0.00            | \$0.00                    | \$0.00                  |
|   | Relocation                                   | 1495          | As Needed  | \$3,500.00           | \$0.00            | \$0.00                    | \$0.00                  |
| PA 17-04 Highland Terracae  |  |               |  |                      |                   |                           |                         |
|   | Replace Exterior Doors and Jambs             | 1460          |  | \$152,500.00         | \$121,584.00      | \$121,584.00              | \$121,584.00            |
|   | Replace Boiler Room Railings                 | 1470          | 1  | \$0.00               | \$46,270.00       | \$46,200.00               | \$0.00 5 Year Plan      |
|   | Replace Storm Doors                          | 1460          | 205  | \$45,000.00          | \$50,000.00       | \$45,000.00               | \$45,000.00             |
|   | Replace All Building Roofs                   | 1460          | 1  | \$0.00               | \$403,123.00      | \$403,123.00              | \$0.00 5 Year Plan      |
|   | Replace HW Tanks                             | 1465          | 19   | \$54,000.00          | \$0.00            | \$0.00                    | \$0.00                  |
|   | Lead Based Paint Abatement                   | 1460          | 1 Unit   | \$30,000.00          | \$0.00            | \$0.00                    | \$0.00                  |
|   | Relocation                                   | 1495          | As Needed  | \$7,000.00           | \$0.00            | \$0.00                    | \$0.00                  |
| PA 17-08 Crumrine Tower   |  |               |  |                      |                   |                           |                         |
|   | Install Air Conditioning                     | 1460          | 20 Units   | \$125,000.00         | \$61,728.00       | \$61,728.00               | \$61,728.00             |
|   | Convert 15 Efficiencies to 10 1-BR Units     | 1460          |  | \$360,000.00         | \$45,311.00       | \$45,311.00               | \$45,311.00             |
|   | Asbestos Abatement                           | 1460          | 15 Units   | \$50,000.00          | \$19,269.00       | \$19,269.00               | \$19,269.00             |

| Annual Statement/Performance and Evaluation Report  |  |               |   |                      |                           |                    |                                   |
|---|--|---------------|---|----------------------|---------------------------|--------------------|-----------------------------------|
| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)                             |  |               |   |                      |                           |                    |                                   |
| Part II: Supporting Pages   |  |               |   |                      |                           |                    |                                   |
| PHA Name: Washington County Housing Authority<br>100 Crumrine Tower, Franklin Street<br>Washington, PA 15301-6995 |  |               | Grant Type and Number<br>Capital Fund Program Grant No: PA28PO1750100<br>Replacement Housing Factor Grant No: |                      | Federal FY of Grant: 2000 |                    |                                   |
| Development Number Name /<br>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<br>Obligated | Funds<br>Expended                 |
|   | Install Stove Backsplashes                   | 1460          | 20 Units  | \$5,000.00           | \$0.00                    | \$0.00             | \$0.00                            |
|   | Install Handrails in corridors               | 1460          | 1   | \$50,000.00          | \$37,746.00               | \$37,746.00        | \$37,746.00                       |
|   | Relocation                                   | 1495          | As Needed   | \$5,000.00           | \$0.00                    | \$0.00             | \$0.00                            |
|   | Purchase New Stoves                          | 1465          | 25  | \$8,000.00           | \$5,471.00                | \$5,471.00         | \$5,471.00                        |
|   | Purchase New Refrigerators                   | 1465          | 25  | \$12,000.00          | \$7,750.00                | \$7,750.00         | \$7,750.00                        |
| PA 17-09 California Terrace   |  |               |   |                      |                           |                    |                                   |
|   | Construct New Community Room                 | 1460          | 1   | \$75,000.00          | \$44,900.00               | \$44,900.00        | \$40,400.00                       |
|   | Install New Floors and Showers in Bathrooms  | 1460          | 1   | \$0.00               | \$65,758.00               | \$65,758.00        | \$65,758.00 5 Year Plan           |
|   | Relocation                                   | 1495          | As Needed   | \$0.00               | \$255.00                  | \$255.00           | \$255.00 5 Year Plan              |
| PA 17-10 California Manor   |  |               |   |                      |                           |                    |                                   |
|   | Install New Chimney Caps                     | 1465          | 4   | \$4,500.00           | \$0.00                    | \$0.00             | \$0.00                            |
|   | Replace Exterior Doors                       | 1460          | 4   | \$7,000.00           | \$7,000.00                | \$7,000.00         | \$7,000.00                        |
| PA 17-21 Bassetstown Manor  |  |               |   |                      |                           |                    |                                   |
|   | Replace Floorcoverings                       | 1460          | As Needed   | \$0.00               | \$10,700.00               | \$10,700.00        | \$10,700.00 Health & Safety Issue |
| PA 17-01 Maple Terracae   |  |               |   |                      |                           |                    |                                   |
|   | Repave Drive Roads                           | 1450          | As Needed   | \$0.00               | \$50,000.00               | \$32,245.00        | \$32,245.00 5 Year Plan           |
|   | Repave Parking Area                          | 1450          | As Needed   | \$0.00               | \$68,000.00               | \$26,000.00        | \$26,000.00 5 Year Plan           |
|   |  |               |   |                      |                           |                    |                                   |
|   |  |               |   |                      |                           |                    |                                   |
|   |  |               |   |                      |                           |                    |                                   |
|   |  |               |   |                      |                           |                    |                                   |
|   |  |               |   |                      |                           |                    |                                   |
|   |  |               |   |                      |                           |                    |                                   |
|   |  |               |   |                      |                           |                    |                                   |
|   |  |               |   |                      |                           |                    |                                   |
|   |  |               |   |                      |                           |                    |                                   |
|   |  |               |   |                      |                           |                    |                                   |
|   |  |               |   |                      |                           |                    |                                   |

| Annual Statement/Performance and Evaluation Report                                    |  |  |                  |                           |                     |                     |                     |
|---|--|--|------------------|---------------------------|---------------------|---------------------|---------------------|
| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) |  |  |                  |                           |                     |                     |                     |
| Part II: Supporting Pages   |  |  |                  |                           |                     |                     |                     |
| PHA Name: Washington County Housing Authority   |  | Grant Type and Number                        |                  | Federal FY of Grant: 2000 |                     |                     |                     |
| 100 Crumrine Tower, Franklin Street   |  | Capital Fund Program Grant No: PA28PO1750100 |                  |                           |                     |                     |                     |
| Washington, PA 15301-6995   |  | Replacement Housing Factor Grant No:         |                  |                           |                     |                     |                     |
| Development Number Name /<br>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      |
| <b>HA-Wide Activities</b>   |  |  |                  |                           |                     |                     |                     |
| 1406 Operations   | Extraordinary Maintainence                   | 1406   |                  | \$45,000.00               | \$35,332            | \$35,332.05         | \$35,332.05         |
|   | Replacement Equipment(non-expendable)        | 1406   |                  | \$35,000.00               | \$31,706            | \$31,705.78         | \$31,705.78         |
|   | Property Betterments and Additions           | 1406   |                  | \$20,000.00               | \$0                 | \$0.00              | \$0.00              |
|   | Maintenance Laborer                          | 1406   | 2                | \$30,000.00               | \$78,226            | \$78,225.84         | \$78,225.84         |
|   | General                                      | 1406   |                  | \$115,954.00              | \$94,471            | \$94,470.88         | \$94,470.88         |
|   |  |  | <b>Total</b>     | <b>\$245,954.00</b>       | <b>\$239,735</b>    | <b>\$239,734.55</b> | <b>\$239,734.55</b> |
| 1408 Mgmt. Improvements   | Communications Support                       | 1408   |                  | \$50,258.00               | \$45,158.00         | \$45,158.00         | \$45,158.00         |
|   | Development Coordinator                      | 1408   |                  | \$46,500.00               | \$41,600.00         | \$41,600.00         | \$41,600.00         |
|   | Computer Software                            | 1408   |                  | \$40,000.00               | \$0.00              | \$0.00              | \$0.00              |
|   | Computer Training                            | 1408   |                  | \$16,000.00               | \$15,000.00         | \$15,000.00         | \$15,000.00         |
|   | Management Update Consultant                 | 1408   |                  | \$13,000.00               | \$12,098.00         | \$12,098.00         | \$12,098.00         |
|   |  |  | <b>Total</b>     | <b>\$165,758.00</b>       | <b>\$113,856.00</b> | <b>\$113,856.00</b> | <b>\$113,856.00</b> |
| <b>1410 Administration</b>  |  |  |                  |                           |                     |                     |                     |
|   | Salaries                                     |  |                  |                           |                     |                     |                     |
|   | Executive Director                           | 1410   |                  | \$8,396.00                | \$6,113             | \$6,113.25          | \$6,113.25          |
|   | Inspector                                    | 1410   |                  | \$29,284.00               | \$21,335            | \$21,334.50         | \$21,334.50         |
|   | Maintenance Aide                             | 1410   |                  | \$11,778.00               | \$16,754            | \$16,754.25         | \$16,754.25         |
|   | Comptroller                                  | 1410   |                  | \$3,683.00                | \$2,682             | \$2,682.00          | \$2,682.00          |
|   | Maintenance Aide                             | 1410   |                  | \$23,009.00               | \$20,420            | \$20,420.25         | \$20,420.25         |
|   | Mod. Payroll Clerk                           | 1410   |                  | \$20,490.00               | \$14,920            | \$14,919.75         | \$14,919.75         |
|   | Stock Clerk                                  | 1410   |                  | \$20,321.00               | \$14,797            | \$14,796.75         | \$14,796.75         |
|   | Purchasing Agent                             | 1410   |                  | \$3,292.00                | \$2,397             | \$2,397.00          | \$2,397.00          |
|   | Accountant                                   | 1410   |                  | \$6,029.00                | \$4,390             | \$4,389.75          | \$4,389.75          |
|   |  | 1410   | <b>Sub-Total</b> | <b>\$126,282.00</b>       | <b>\$103,808</b>    | <b>\$103,807.50</b> | <b>\$103,807.50</b> |



**Annual Statement/Performance and Evaluation Report**

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

**Part III: Implementation Schedule**

**PHA Name: Washington County Housing Authority**

**Grant Type and Number**

**Federal FY of Grant: 2000**

Capital Fund Program Grant No: PA28PO1750100

Replacement Housing Factor Grant No:

| Development Number / Name<br>HA-Wide Activities | All Funds Obligated<br>(Quarter Ending Date) |         |           | All Funds Expended<br>(Quarter Ending Date) |           |        | Reasons for Revised Target Dates |
|---|--|---------|-----------|---|-----------|--------|----------------------------------|
|   | Original                                     | Revised | Actual    | Original                                    | Revised   | Actual |                                  |
| PA17-01 Maple Terrace                           | 9/30/2002                                    |         | 9/30/2002 | 9/30/2003                                   | 9/30/2004 |        |                                  |
| PA17-02 Lincoln Terrace                         | 9/30/2002                                    |         | 9/30/2002 | 9/30/2003                                   | 9/30/2004 |        |                                  |
| PA17-04 Highland Terrace                        | 9/30/2002                                    |         | 9/30/2002 | 9/30/2003                                   | 9/30/2004 |        |                                  |
| PA17-05 Valley View Terrace                     | 9/30/2002                                    |         | 9/30/2002 | 9/30/2003                                   | 9/30/2004 |        |                                  |
| PA17-08 Crumrine Tower                          | 9/30/2002                                    |         | 9/30/2002 | 9/30/2003                                   | 9/30/2004 |        |                                  |
| PA17-09 California Terrace                      | 9/30/2002                                    |         | 9/30/2002 | 9/30/2003                                   | 9/30/2004 |        |                                  |
| PA17-17 Nathan Goff Jr. Apts                    | 9/30/2002                                    |         | 9/30/2002 | 9/30/2003                                   | 9/30/2004 |        |                                  |
| 1406 Operations                                 | 9/30/2002                                    |         | 9/30/2002 | 9/30/2003                                   | 9/30/2004 |        |                                  |
| 1408 Mgmt. Improvements                         | 9/30/2002                                    |         | 9/30/2002 | 9/30/2003                                   | 9/30/2004 |        |                                  |
| 1410 Administration                             | 9/30/2002                                    |         | 9/30/2002 | 9/30/2003                                   | 9/30/2004 |        |                                  |
| 1430 Fees and Costs                             | 9/30/2002                                    |         | 9/30/2002 | 9/30/2003                                   | 9/30/2004 |        |                                  |
| 1475 Nondwelling Equipment                      | 9/30/2002                                    |         | 9/30/2002 | 9/30/2003                                   | 9/30/2004 |        |                                  |
| 1495 Relocation                                 | 9/30/2002                                    |         | 9/30/2002 | 9/30/2003                                   | 9/30/2004 |        |                                  |
|   |  |         |           |   |           |        |                                  |
|   |  |         |           |   |           |        |                                  |
|   |  |         |           |   |           |        |                                  |

**COMPREHENSIVE GRANT PROGRAM TABLES START HERE**

**Annual Statement/Performance and Evaluation Report**

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

|  |  |                                  |
|--|--|----------------------------------|
| <b>PHA Name:</b> Washington County Housing Authority<br>100 Crumrine Tower, Franklin Street<br>Washington, PA 15301-6995 | <b>Grant Type and Number</b><br>Comprehensive Grant No: PA28P017701799<br>Replacement Housing Factor Grant No: | <b>Federal FY of Grant:</b> 1999 |
|--|--|----------------------------------|

|   |  |  |
|---|--|--|
| <b>Original Annual Statement</b>                            | <b>Reserve for Disasters / Emergencies</b> | <b>Revised Annual Statement (revision no: )</b>  |
| <b>Performance and Evaluation Report for Period Ending:</b> |  | <b>X Final Performance and Evaluation Report</b> |

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

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

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

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

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



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

| PHA Name: Washington County Housing Authority<br>100 Crumrine Tower, Franklin Street<br>Washington, PA 15301-6995 |  | Grant Type and Number<br>Comprehensive Grant No: PA28P017701799<br>Replacement Housing Factor Grant No: |          |                      | Federal FY of Grant: 1999 |                     |                     |
|---|--|---|----------|----------------------|---------------------------|---------------------|---------------------|
| HA-Wide Activities  | General Description of Major Work Categories | Dev. Acct No.   | Quantity | Total Estimated Cost | Total Actual Cost         | Status of Work      |                     |
|   |  |   |          | Original             | Revised                   | Funds Obligated     | Funds Expended      |
| <b>Administration: Salaries</b>   |  |   |          |                      |                           |                     |                     |
|   | Executive Director                           | 1410  |          | \$2,118.00           | \$2,118.00                | \$2,118.00          | \$2,118.00          |
|   | Mod. Inspectors                              | 1410  |          | \$13,640.00          | \$13,640.00               | \$13,640.00         | \$13,640.00         |
|   | Dep. Exec. Director                          | 1410  |          | \$1,024.00           | \$1,024.00                | \$1,024.00          | \$1,024.00          |
|   | Comptroller                                  | 1410  |          | \$1,500.00           | \$1,500.00                | \$1,500.00          | \$1,500.00          |
|   | Resident Coordinator                         | 1410  |          | \$16,500.00          | \$16,500.00               | \$16,500.00         | \$16,500.00         |
|   | Mod. Payroll Clerk                           | 1410  |          | \$16,500.00          | \$16,500.00               | \$16,500.00         | \$16,500.00         |
|   | Clerk  | 1410  |          | \$16,500.00          | \$16,500.00               | \$16,500.00         | \$16,500.00         |
|   | Future Helper                                | 1410  |          | \$23,000.00          | \$23,000.00               | \$23,000.00         | \$23,000.00         |
|   | Maint. Laborer                               | 1410  |          | \$10,000.00          | \$10,000.00               | \$10,000.00         | \$10,000.00         |
|   | Asst. Proj. Mgr. (part-time)                 | 1410  |          | \$17,500.00          | \$17,500.00               | \$17,500.00         | \$17,500.00         |
|   | Purchasing Agent                             | 1410  |          | \$3,500.00           | \$3,500.00                | \$3,500.00          | \$3,500.00          |
|   | Accountant                                   | 1410  |          | \$4,500.00           | \$4,500.00                | \$4,500.00          | \$4,500.00          |
|   |  |   |          | <b>SUBTOTAL</b>      | <b>\$126,282.00</b>       | <b>\$126,282.00</b> | <b>\$126,282.00</b> |
| <b>Administration: Benefits</b>   |  |   |          |                      |                           |                     |                     |
|   | Executive Director                           | 1410  |          | \$805.00             | \$805.00                  | \$805.00            | \$805.00            |
|   | Mod. Inspectors                              | 1410  |          | \$5,184.00           | \$5,184.00                | \$5,184.00          | \$5,184.00          |
|   | Dep. Exec. Director                          | 1410  |          | \$389.00             | \$389.00                  | \$389.00            | \$389.00            |
|   | Comptroller                                  | 1410  |          | \$570.00             | \$570.00                  | \$570.00            | \$570.00            |
|   | Resident Coordinator                         | 1410  |          | \$6,270.00           | \$6,270.00                | \$6,270.00          | \$6,270.00          |
|   | Mod. Payroll Clerk                           | 1410  |          | \$6,270.00           | \$6,270.00                | \$6,270.00          | \$6,270.00          |
|   | Clerk  | 1410  |          | \$6,270.00           | \$6,270.00                | \$6,270.00          | \$6,270.00          |
|   | Future Helper                                | 1410  |          | \$4,940.00           | \$4,940.00                | \$4,940.00          | \$4,940.00          |
|   | Maint. Laborer                               | 1410  |          | \$7,600.00           | \$7,600.00                | \$7,600.00          | \$7,600.00          |
|   | Asst. Proj. Mgr. (part-time)                 | 1410  |          | \$6,650.00           | \$6,650.00                | \$6,650.00          | \$6,650.00          |
|   | Purchasing Agent                             | 1410  |          | \$1,330.00           | \$1,330.00                | \$1,330.00          | \$1,330.00          |
|   | Accountant                                   | 1410  |          | \$1,710.00           | \$1,710.00                | \$1,710.00          | \$1,710.00          |
|   |  |   |          | <b>SUBTOTAL</b>      | <b>\$47,988.00</b>        | <b>\$47,988.00</b>  | <b>\$47,988.00</b>  |
|   |  |   |          | <b>TOTAL</b>         | <b>\$174,270.00</b>       | <b>\$174,270.00</b> | <b>\$174,270.00</b> |

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

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

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



**COMPREHENSIVE GRANT PROGRAM TABLES START HERE**

**Annual Statement/Performance and Evaluation Report**

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

|  |  |                                  |
|--|--|----------------------------------|
| <b>PHA Name:</b> Washington County Housing Authority<br>100 Crumrine Tower, Franklin Street<br>Washington, PA 15301-6995 | <b>Grant Type and Number</b><br>Comprehensive Grant No: PA28P017701798<br>Replacement Housing Factor Grant No: | <b>Federal FY of Grant:</b> 1998 |
|--|--|----------------------------------|

|   |  |  |
|---|--|--|
| <b>Original Annual Statement</b>                                    | <b>Reserve for Disasters / Emergencies</b> | <b>Revised Annual Statement (revision no: )</b>                |
| <b>Performance and Evaluation Report for Period Ending: 3-31-03</b> |  | <b>X Final Performance and Evaluation Report as of 3-31-03</b> |

| Line No | Summary by Development Account                            | Total Estimated Cost |                | Total Actual Cost |                |
|---------|---|----------------------|----------------|-------------------|----------------|
|         |   | Original             | Revised        | Obligated         | Expended       |
| 1       | Total non-CFP Funds                                       |                      |                |                   |                |
| 2       | 1406 Operations   |                      |                |                   |                |
| 3       | 1408 Management Improvements                              | \$143,000.00         | \$147,437.83   | \$147,437.83      | \$147,437.83   |
| 4       | 1410 Administration                                       | \$138,289.00         | \$156,940.00   | \$156,940.00      | \$156,940.00   |
| 5       | 1411 Audit  |                      |                |                   |                |
| 6       | 1415 Liquidated Damages                                   |                      |                |                   |                |
| 7       | 1430 Fees and Costs                                       | \$106,617.00         | \$159,641.62   | \$159,641.62      | \$159,641.62   |
| 8       | 1440 Site Acquisition                                     |                      |                |                   |                |
| 9       | 1450 Site Improvement                                     | \$205,000.00         | \$232,012.39   | \$232,012.39      | \$232,012.39   |
| 10      | 1460 Dwelling Structures                                  | \$876,350.00         | \$781,308.24   | \$781,308.24      | \$781,308.24   |
| 11      | 1465.1 Dwelling Equipment—Nonexpendable                   | \$18,150.00          | \$52,962.00    | \$52,962.00       | \$52,962.00    |
| 12      | 1470 Nondwelling Structures                               | \$45,000.00          | \$13,531.00    | \$13,531.00       | \$13,531.00    |
| 13      | 1475 Nondwelling Equipment                                | \$13,000.00          | \$25,572.92    | \$25,572.92       | \$25,572.92    |
| 14      | 1485 Demolition   |                      |                |                   |                |
| 15      | 1490 Replacement Reserve                                  |                      |                |                   |                |
| 16      | 1492 Moving to Work Demonstration                         |                      |                |                   |                |
| 17      | 1495.1 Relocation Costs                                   | \$24,000.00          | \$0.00         | \$0.00            | \$0.00         |
| 18      | 1499 Development Activities                               |                      |                |                   |                |
| 19      | 1501 Collateralization or Debt Service                    |                      |                |                   |                |
| 20      | 1502 Contingency  |                      |                |                   |                |
| 21      | <b>Amount of Annual Grant: (sum of lines 2 – 20)</b>      | \$1,569,406.00       | \$1,569,406.00 | \$1,569,406.00    | \$1,569,406.00 |
| 22      | Amount of line 21 Related to LBP Activities               |                      |                |                   |                |
| 23      | Amount of line 21 Related to Section 504 compliance       |                      |                |                   |                |
| 24      | Amount of line 21 Related to Security – Soft Costs        |                      |                |                   |                |
| 25      | Amount of Line 21 Related to Security – Hard Costs        |                      |                |                   |                |
| 26      | Amount of line 21 Related to Energy Conservation Measures |                      |                |                   |                |

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

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

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

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

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

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

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

| PHA Name: Washington County Housing Authority<br>100 Crumrine Tower, Franklin Street<br>Washington, PA 15301-6995 |  | Grant Type and Number<br>Comprehensive Grant No: PA28P017701798<br>Replacement Housing Factor Grant No: |  |  | Federal FY of Grant: 1998 |  |
|---|--|---|--|--|---------------------------|--|
|---|--|---|--|--|---------------------------|--|



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

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

