

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

Small PHA Plan Update Annual Plan for Fiscal Year: 2004

**Connellsville Housing Authority
Connellsville, Pennsylvania**

Carol Staines, Executive Director

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

**PHA Plan
Agency Identification**

PHAName: Connellsville Housing Authority

PHANum ber: PA-25

PHAFiscalYearBeginning:(mm/yyyy) 10/2003

PHA Plan Contact Information:

Name: Carol Staines

Phone: 724-628-4501

TDD:

Email(if available): cha252@cvzoom.net

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
- Riverview Apartments
315 North Arch Street
Connellsville, PA 15425

PHA development management offices

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

PHA Programs Administered:

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

AnnualPHAPlan
FiscalYear2004
 [24CFRPart903.7]

i. Table of Contents

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

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- Other (List below, providing each attachment name)

ii. Executive Summary

[24CFR Part 903.79(r)]

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

• **Executive Summary**

The Quality Housing and Work Responsibility Act (QHWRA) 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 2001 to 2005. The Five Year Plan is amended as the need arises. The Annual Plan identifies approaches the Housing Authority will take to manage programs and provide services for the fiscal year beginning October 1, 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 in Riverview Apartments and completing capital fund improvements within prescribed time frames. Attachment E details progress in meeting many of the Five Year Plan objectives.

The Small PHA Annual Plan Update, submitted by smaller Authorities including Connellsville, identifies activities and program and policy changes that will be undertaken during the period October 1, 2003 through September 30, 2004.

Specifically this will include the demolition of 2 buildings adjacent to Riverview Apt. to create additional resident parking, the reactivation of the Community Service Program and the undertaking of scheduled Capital Fund improvements. This Fiscal Year the major Capital Fund activity will be the replacement or refurbishing of bathtubs in Riverview Apartments. The success of the Flat Rent program will be continued as well as increased emphasis on assuring that disable families have access to public housing.

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 Connellsville Housing Authority be consistent with the Commonwealth of Pennsylvania's Consolidated Plan. A copy of the Certificate of Consistency issued by the Commonwealth is available as a Supporting Document Available For Review.

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

- As discussed in the 2003 PHA Plan, the Housing Authority has acquired two properties adjacent to Riverview Apartments. Following removal of any asbestos, these properties will be demolished and the space used for tenant parking. The price paid for the properties was well within the fair market value and will provide a long term and necessary improvement for the elderly residents of Riverview. Following demolition the properties will be graveled. Blacktop paving, lighting and landscaping are planned to take place during FY 2004. Entrance to the parking area will be from West Peach Street and Meadow Lane. Preliminary engineering estimates 15 parking spaces can be developed on the 6500 sq. ft. area parcel.
- Cooperative efforts between the Authority and Connellsville Police in the North Manor family development will be continued through the 2004 Plan Year. Past efforts have resulted in a substantial reduction in the drug problem and resultant crime. Residents arrested for drug possession and trafficking have been evicted. Increased police patrols and surveillance as well as aggressive use of the Authority's Order of Defiant Trespass will form the basis for the continued coordinated approach to rid North Manor of drug and crime problems.
- The involvement of tenants as allies with the Authority and police in the fight against drug use have been particularly noteworthy. The Authority will encourage and nurture this type of proactive tenant involvement.
- The Authority will review personnel and other procedural recommendations made in the most recent annual audit. Any changes will have minimal effect on residents.
- The Authority will continue to cooperate with those residents involved in the Green Thumb program, the free food distribution program administered by the Fayette County Community Action agency and the daily meals on wheels program.
- The Housing Authority is reserving the right to use it full fungibility of the FFY 2003 Capital Fund allocation for Operating Fund expenses as provided under Part 1, of the U.S. Housing Act, as amended.
- The intermittent spot use of security cameras in North Manor and Riverview will be continued on an as needed basis. Previous use of the cameras has

proved to be effective in both preventing crime and apprehending criminals.

- The Housing Authority's Community Service Program that was implemented in 2001 and suspended (nationally) on October 1, 2002 will again be reactivated. The 2003 HUD Appropriations Act provides funding for the Community Service Program. Upon official notification from HUD of this change, affected public housing residents will be notified of the requirement to complete 8 hours of Community Service each month.
- The Housing Authority is concerned that residents are not following the Pet Policy. The high density living environment of North Manor is not conducive to large pets. Efforts to identify unregistered pet will be intensified during the 2004 Plan Year.
- The Housing Authority will continue to encourage participation in and provide meeting space for the Healthy Start Program. This federally assisted program provides prenatal, immunization and other free nursing and outreach services to Fayette County residents.
- HUD is encouraging Housing Authorities to reevaluate handicapped accessibility to assure that all developments are accessible to residents and their visitors. The Authority anticipates undertaking an accessibility analysis during the 2004 Plan Year. The extent of any analysis has not yet been determined.

2.CapitalImprovementNeeds

[24CFRPart903.79(g)]

Exemptions:Section8onlyPHAs arenotrequiredtocompletethiscomponent.

A. Yes No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ 290,184.

C. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

(1) Capital Fund Program 5 - Year Action Plan

The Capital Fund Program 5 - Year Action Plan is provided as Attachment pa025b01

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment pa025a01

3.D Demolition and Disposition

[24CFR Part 903.79(h)]

Applicability: 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 next component; if "yes", complete one activity description for each development.)

2. Activity Description

Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development

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

- The Connellsville Housing Authority has no specific plans for disposing of or demolishing any public housing units during the 2004 Plan Year. The Housing Authority is reserving its option to demolish units under the de minimus exception for demolition provided by the QHWA.

4. Voucher Homeownership Program

[24CFR Part 903.79(k)]

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

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

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

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

5. Safety and Crime Prevention: PHDEP Plan

[24CFR Part 903.7(m)]

Exemptions Section 8 Only PHAs may skip to the next component PHA eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- The FY 2002 HUD Appropriations Act, eliminated the Public Housing Drug Elimination Program (PHDEP). The Program is no longer funded. In as much as the Connellsville Housing Authority was not a participant in the PHDEP, this funding decision has had no impact on the Connellsville Housing Authority's Operating Budget or Capital Fund allocation.

A. Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

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

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

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

6. Other Information

[24 CFR Part 903.79(r)]

B. Resident Advisory Board (RAB) Recommendations and PHA Response

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are attached at Attachment (Filename) _____ Attachment D

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

The PHA changed portions of the PHA Plan in response to comments. A list of these changes is included

Yes No: below or

Yes No: at the end of the RAB Comments in Attachment _____.

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

Other: (list below)

B. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)

- Commonwealth of Pennsylvania

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

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

Following is the procedure developed by the Commonwealth to show consistency with Pennsylvania's Consolidated Plan:

"Public Housing Authorities, (PHA) Agency Plans must be consistent with the Commonwealth's Consolidated Plan. In order to be found to be consistent with the Commonwealth's Consolidated Plan, a Public Housing Authority must demonstrate that one or more of the following activities are included in its agency plan. Please check those activities that are consistent with your Plan".

- Rehabilitation of the existing public housing stock in a manner that is sensitive to the needs for accessibility to and visitability by persons with disabilities.
 - Although 10% of the Housing Authority's public housing units are handicapped accessible, the Authority will, during the 2004 Plan year, determine the adequacy of the accessible features in the 2 public housing developments. In addition, each year the Authority expends approximately \$290,000 in capital improvements. These improvements are not only sensitive to the needs of accessibility and visitability but actively provide improvements and enhancements designed to accommodate persons with disabilities.
- Demolition of obsolete public housing units.
- Conversion of underutilized and less marketable public housing units into unit configurations that are more marketable.
- Development of new lower density public housing that is conducive to neighborhood revitalization.

- Homeownership initiatives, especially those aimed at promoting the economic self-sufficiency of public housing residents.
- Supportive services, especially those that support the aging in place of senior residents.
(Following are services provided to public housing residents).
 - Assuring that resident's nutritional and transportation needs are met through increased coordination with Meals on Wheels, surplus food providers, Area Agency on Aging and others.
 - The Authority performs intake and referral service for programs and activities administered by the TANF (PA Dept. of Public Welfare) and other social welfare agencies. These referral activities will continue throughout the 2004 Plan year. This includes referrals to the Fayette Area Agency on Aging, Fayette Area Coordinated Transportation (FACT), Mental Health/Mental Retardation, Legal Aid, Home Health Care and Faye West Nurses.
- Requests for additional Section 8 vouchers from HUD.
- Other: (list below)

3. PHA Requests for support from the Consolidated Plan Agency

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

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

- The Commonwealth's commitment to continue to provide social services through the various agencies, most notably the Department of Public Welfare.
- The commitment of the Commonwealth through the Department of Community and Economic Affairs to support with technical and financial assistance the efforts of all Housing Authorities that need to expand the supply of needed low-income housing.
- The Commonwealth's continued support of services aimed directly and indirectly at improving the living environment of public housing residents.

- Homeless assistance programs funded through the Consolidated Plan Annual Strategy support the City of Connellsville and Fayette County's interest in homeless prevention.

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24CFR Part 903.7(r)

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

A. Substantial Deviation from the 5-year Plan:

- The 5-Year Plan is subject to continuous adjustment and change. However, all changes must be incorporated in the subsequent 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:

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

Note: A change authorized under specific program instructions will not be considered a Substantial Deviation or Significant Amendment.

Attachment A

Supporting Documents Available for Review

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

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
✓	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
✓	Results of latest binding Public Housing Assessment System (PHAS) Assessment <u>Current PHAS score is 85</u>	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
✓	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
✓	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
	Approved HOPEVI applications or, if more recent, approved or submitted HOPEVI revitalization plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
✓	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH99 -52(HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
	PHDEP-related documentation: <ul style="list-style-type: none"> · Baseline law enforcement services for public housing developments assisted under the PHDEP plan ; · Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15); · Partnership agreement s (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; · Coordination with other law enforcement efforts; · Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and · All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan. 	Annual Plan: Safety and Crime Prevention
✓	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input type="checkbox"/> check here if included in the public housing A&O Policy	Pet Policy
✓	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
✓	Policy on Administration of the Community Service Requirement	Required by Handbook 2000-43

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
✓	Voluntary Conversion – Initial Assessment	Required by Handbook 2001-26

Required Attachment B:

Resident Member on the PHA Governing Board

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

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

- Marjorie J. McCormick

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

- Elected
 Appointed

C. The term of appointment is (include the date term expires): 2002- 2007

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

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

B. Date of next term expiration of a governing board member: January 2004

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

- Ms. Judy D. Reed, Mayor, City of Connellsville

Required Attachment C:

Membership of the Resident Advisory Board or Boards

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

- Connellsville Housing Authority Resident Advisory Board

Patricia Dryer
Christine Engleka
Fedilia Lewandowsky
Marjorie J. McCormick
Wanda Orr

AttachmentD:

Comments of the Resident Advisory Board and Explanation of PHA Response.

**Connellsville Housing Authority
Resident Advisory Board Meeting (RAB)
June 19, 2003**

Mrs. Carol Staines, Executive Director called the meeting to order at 10:30 A.M. The purpose of the meeting was to discuss the Connellsville Housing Authority's 2004 Small PHA Plan Update. Members of the Resident Advisory Board had been given copies of the PHA FY 2004 Plan Update in mid May. Mrs. Staines opened the meeting with a discussion of the Plan and the items contained therein. She indicated that fiscal year 2004 begins on October 1, 2003 and ends on September 30, 2004. Mrs. Staines discussed the relationship of the 2004 Plan Update with last year's Plan and the 2001 - 2005 Five - Year Plan. A general review of the contents of the FY 2004 Update was given.

Following are the discussion items and the responses given to the RAB members by Mrs. Staines.

1. Window Screens: Mrs. Wanda Orr requested the Authority put new window screens on the front of Riverview Elderly Apartments. She said the screens are getting old. The front of the building faces the river and gets a lot of bad weather. Mrs. Staines explained that both new windows and screens are planned for Riverview in the Capital Fund 5 - Year Plan. The Housing Authority anticipates installation in FY 2005.
2. Toilets: Mrs. Chris Englekas suggested the Housing Authority install new toilets in the Riverview Apartment Building. She stated her toilet is discolored and will not come clean. Mrs. Staines indicated that new bathrooms, including new toilets, are planned in the FY 2004 Capital Fund Plan.
3. New Sewage Lines: Mr. James Grimm of the Housing Authority explained that the FY 2007 Capital Fund Plan calls for replacement of these sewage lines within the Riverview Apartments. This will cause a lot of disruption within the apartments. The residents said they understand that you need to sometimes tear up to make things better.
4. Garbage Disposals: Mrs. Staines pointed out to the residents that the Housing Authority plan to install new garbage disposals in all apartments in Riverview during the FY 2004 Plan Year. It is hoped that the garbage disposal units will significantly reduce the messy and unsanitary garbage that the maintenance staff must remove from the garbage chute. The residents were very pleased with this idea. They thought it will be very convenient. There was some concern noted by the RAB that some residents will not know

how to use the disposal. Mrs. Staines indicated that training would be available.

5. Tubs/Showers: Mrs. Staines pointed out to the residents that the FY2004 Capital Fund Plan calls for the installation of new showers in the Riverview Apartment Building. Currently 60 apartments have only tubs and 40 apartments have only showers. The Authority plans to install a tub and shower combination in all of the apartments. The residents indicated they prefer the combination tub/shower to the current situation. Mr. Grimm stated that there is a need to have some apartments with only a shower for handicapped persons. The building now has five apartments that are accessible for the hearing and vision impaired. He suggested we could make these five apartments equipped with only showers.
6. New Entrances: The residents were updated on the progress on the improvements to the front entrance and canopy. Discussion took place on the new entrances and key entry systems. The plans for the front entrance have been sent to contractors for bids. All work should be completed by the fall 2003. This is all part of the Housing Authority's FY2002 Plan.
7. Hallways and Elevators: Mrs. Staines pointed out to the residents that there will be improvements to the hallways in Riverview Apartments. The carpet is going to be replaced and stronger handrails are going to be installed. The elevators are going to have new interior panels and new flooring. These improvements were identified in the PHA FY2003 Plan.

The meeting was adjourned at 11:15 A.M.

Attendees: Wanda Orr, Fedelia Lewandowski, Chris Engleka, James Grimm and Carol L. Staines.

PHA Response to Comments: The Housing Authority reviewed the comments and recommendations offered by the residents through the Resident Advisory Board. No change to the proposed Plan was necessary. ns

AttachmentE:

ProgressinMeeting5 -YearPlanandSignificantAccomplishmentsduringtheFY 2002 AnnualPlanyear.

- Authority staff is continuing to strive to reduce vacancies to 5% or less in Riverview Apartments. There are 100 units in Riverview Apartments. Over the past 24 months the vacancy rate has been reduced by 5%. The vacancy rate currently stands at 8%. There is no waiting list for elderly public housing. The Authority's elderly vacancy rate is being negatively impacted by the availability of an excessive number of federally assisted (non-public housing) housing units throughout the City of Connellsville. These competing apartments are generally, newer, larger and have more amenities. Public housing residents view these units as a "move up".
- The vacancy rate at North Manor family development is typically between 1% and 4%.
- The goal that appeared in the original (2001) 5 Year Plan concerning the creation of additional housing opportunities is being eliminated. With the Housing Authority's experience that there currently exists an oversupply of subsidized housing units in the City and the projected continuation of this trend, the pursuit of this goal is unnecessary.
- The Housing Authority's most recent PHAS score is 85. Obtaining a high performer score of 90% is within reach and will continue to be pursued.
- The Authority continues to meet projected target dates for completion of Capital Fund improvements. The renovation and modernization of public housing through the Capital Fund remains a high priority for the Authority.
- Annually HUD surveys residents and asks their opinions on various subjects. During the 2002 Plan Year the Housing Authority received a below average rating on resident's perception of their safety. In the 2003 Plan the Authority responded to this below average rating (Follow-up Plan) by initiating a number of steps aimed at improving resident safety. The 2003 Plan Year resident survey showed an improvement in resident perception of safety. As a result no Follow-up Plan or additional initiatives are planned.
- The Housing Authority remains committed to ensuring equal opportunity and

affirmatively furthering fair housing. With updated information from the 2000 census, the citywide minority population has increased from an estimate of 400 to an actual count of 514 individuals. With minorities and other target classes not underrepresented in Authority units, compared to the population as a whole, the Authority is not contemplating additional efforts in this regard. As an ongoing effort to advise City residents of their commitment to Fair Housing the Housing Authority published a Fair Housing Notice on February 11, 2003. The Notice appears as Attachment F reads: " The Connellsville Housing Authority is an equal opportunity landlord. Persons of any religious, ethnic, racial group are welcome. Feel free to contact our office at 315 N. Arch St. Connellsville, PA 15425. The phone number is 724-628-4500"

- Public housing security continues to play an important role in Authority operations. Cooperation between the Connellsville Police and the Housing Authority is excellent. Additional safety and security improvements have been productive. The services provided by local Constables are appreciated and have likewise assisted with PHA safety and security.
- The completion of the installation of entrance door dead bolts and the new large capacity washing machines at Riverview Apartments, along with the success of the snow removal this past winter have been viewed by residents as especially noteworthy accomplishments.
- The Housing Authority's commitment to Greenwood Heights remains a high priority. Although scheduled capital improvements have been completed the Authority recently completed the installation of fans to eliminate a reoccurring moisture problem.

AttachmentF:

5YearPlanProgress -EqualOpportunity

PROOF OF PUBLICATION

THE DAILY COURIER, a daily newspaper of general circulation in Fayette and Westmoreland Counties, Pennsylvania, and elsewhere, published in the City of Connellsville, Fayette County, Pennsylvania, established November 10, 1902, and issued every day except Sunday and legal holidays, since that date.

The attached advertisement, which as exactly as printed and published was published in the regular issues of said newspaper on _____

February 11, 2003

The cost of advertising and proof is 39.00

STATE OF PENNSYLVANIA
COUNTY OF FAYETTE

The Daily Courier,
By _____

STATE OF PENNSYLVANIA, }
COUNTY OF FAYETTE, } SS.

Before me, a Notary Public in and for said county and state, personally appeared Mark Malone, who being duly sworn according to law says that he is circulation manager of The Daily Courier, that he is authorized under oath to execute proofs of publication for it; that a certain blank instrument is the subject matter of the attached advertisement, and for all of the allegations of the foregoing statements, including those as to the time, place and character of publication set forth.

Sworn to and subscribed before me
this 11th day of February, 2003
Mark Malone
Notary Public
Fayette County, Pennsylvania

AttachmentG :

Voluntary Conversion Questions.

a. How many of the PHA's developments are subject to the Required Initial Assessments?
2- North Manor and Riverview Apartments

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

c. How many assessments were conducted for the PHA's covered developments? 2

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

- Based upon the Housing Authority's September 28, 2001 Required Initial Assessment, conversion of North Manor or Riverview Apartments is inappropriate at this time. The Housing Authority's Certifications relative to the Required Initial Assessments are shown in the 2003 PHA Plan.

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

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

AttachmentH:

**CapitalFundProgramAnnualStatement
includingAllPerformanceandEvaluationReports(appearsasFileattachments
pa025a01,pa025c01andpa025d01intheelectronictransmission)**

AttachmentI:

**CapitalFundProgram5 - YearActionPlan(appearsasFileattachmentpa025b01
intheelectronictransmission)**

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

PHAName: Connellsville Housing Authority	Grant Type and Number Capital Fund Program Grant No: PA28PO2550103 Replacement Housing Factor Grant No:
---	--

Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost	
		Original	Revised
1	Total Non -CFP Funds		
2	1406 Operations	49,544	
3	1408 Management Improvements	5,000	
4	1410 Administration	10,000	
5	1411 Audit		
6	1415 Liquidated Damages		
7	1430 Fees and Costs	30,000	
8	1440 Site Acquisition		
9	1450 Site Improvement	5,000	
10	1460 Dwelling Structures	180,640	
11	1465.1 Dwelling Equipment — Nonexpendable		
12	1470 Non dwelling Structures	10,000	
13	1475 Non dwelling Equipment		
14	1485 Demolition		
15	1490 Replacement Reserve		
16	1492 Moving to Work Demonstration		
17	1495.1 Relocation Costs		
18	1499 Development Activities		
19	1501 Collateralization or Debt Service		
20	1502 Contingency		
21	Amount of Annual Grant: (sum of lines 2 – 20)	290,184	
22	Amount of line 21 Related to LBP Activities	-0-	
23	Amount of line 21 Related to Section 504 compliance	-0-	
24	Amount of line 21 Related to Security – Soft Costs	-0-	
25	Amount of Line 21 Related to Security – Hard Costs	-0-	
26	Amount of line 21 Related to Energy Conservation Measures	-0-	

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

PHAName: Connellsville Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA28PO2550103 Replacement Housing Factor Grant No:			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	
				Original	Revised
HA-Wide	Operations	1406	L.S.	49,544	
	Management Improvements	1408	L.S.	5,000	
	Administration	1410	L.S.	10,000	
	Fees & Costs	1430	L.S.	30,000	
PA25-1	1. Pointing of Masonry	1460	L.S.	40,000	
	2. Replace front storm doors	1460	91	40,640	
	3. Replace entrance cable	1460	L.S.	10,000	
PA25-2	1. Refinish/replace tubs/showers	1460	L.S.	55,000	
	2. Garbage disposal	1460	101	40,000	
	3. Improvements to admin. Office	1470	L.S.	10,000	

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

PHAName: Connellsville Housing Authority		Grant Type and Number Capital Fund Program No: PA28PO2550103 Replacement Housing Factor No:					Federal
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			
	Original	Revised	Actual	Original	Revised	Actual	

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

PHAName: Connellsville Housing Authority		Grant Type and Number Capital Fund Program No: PA28PO2550103 Replacement Housing Factor No:					Federal
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	9/31/05			9/31/06			
PA25-1	9/31/05			9/31/06			
PA25-2	9/31/05			9/31/06			

Capital Fund Program Five - Year Action Plan

Part I: Summary

PHANameConnellsvilleHousing Authority					<input checked="" type="checkbox"/> Original5 -Year <input type="checkbox"/> RevisionNo:
Development Number/Name/HA- Wide	Year1	WorkStatementforYear2 FFYGrant:2004 PHAFY:2005	WorkStatementforYear3 FFYGrant:2005 PHAFY:2006	WorkStatementfo FFYGrant:2006 PHAFY:2007	
	Annual Statement				
PA25-1NorthManor		40,000	40,000	40,000	
PA25-2Riverview		61,184	71,184	71,184	
HA-Wide		189,000	179,000	179,000	
CFPFundsListed for 5-yearplanning		290,184	290,184	290,184	
ReplacementHousing FactorFunds					

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

Activities for Year: __ 4 __ FFY Grant: 2006 PHAFY: 2007			Activities for Year: __ FFY Grant: 2007 PHAFY: 2008	
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories
PA25-1	Section 504 Compliance	40,000	PA25-1	Replace rear storm doors
PA25-2	Section 504 Compliance	26,184	PA25-2	Replace sanitary lines
	Improvements to lobby	23,000		
	Construct garage/storage building	22,000		
HA-Wide	Operations	144,000	HA-Wide	Operations
	Management Imp.	5,000		Management Imp.
	Administration	10,000		Administration
	Fees & Costs	20,000		Fees & Costs
Total CFPEstimatedCost		\$290,184		

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

PHAName : Connellsville Housing Authority	Grant Type and Number Capital Fund Program Grant No: PA28PO2550101 Replacement Housing Factor Grant No:
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no: 01)
 Performance and Evaluation Report for Period Ending: 3/31/03
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost	
		Original	Revised
1	Total Non -CFP Funds		
2	1406 Operations	144,000	144,000
3	1408 Management Improvements	5,000	5,000
4	1410 Administration	10,000	10,000
5	1411 Audit		
6	1415 Liquidated Damages		
7	1430 Fees and Costs	40,000	25,000
8	1440 Site Acquisition		
9	1450 Site Improvement		
10	1460 Dwelling Structures	112,640	127,640
11	1465.1 Dwelling Equipment — Nonexpendable		
12	1470 Non Dwelling Structures		
13	1475 Non Dwelling Equipment		
14	1485 Demolition		
15	1490 Replacement Reserve		
16	1492 Moving to Work Demonstration		
17	1495.1 Relocation Costs		
18	1499 Development Activities		
19	1501 Collateralization or Debt Service		
20	1502 Contingency		
21	Amount of Annual Grant: (sum of lines 2 – 20)	311,640	311,640
22	Amount of line 21 Related to LBP Activities	-0-	
23	Amount of line 21 Related to Section 504 compliance	-0-	
24	Amount of line 21 Related to Security — Soft Costs	-0-	
25	Amount of Line 21 Related to Security — Hard Costs	-0-	
26	Amount of line 21 Related to Energy Conservation Measures	-0-	

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

PHAName: Connellsville Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA28PO2550101 Replacement Housing Factor Grant No:			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	
				Original	Revised
HA-Wide	Operations	1406	L.S.	144,000	
	Management Improvements	1408	L.S.	5,000	
	Administration	1410	L.S.	10,000	
	Fees & Costs	1430	L.S.	40,000	25,000
PA25-1	1. Replace hot water tanks	1460	L.S.	28,000	28,950
	2. Install shower enclosure	1460	L.S.		3,455.18
PA25-2	1. Construct 2nd & 1st floor entrance	1460	L.S.	45,000	45,000
	2. Air -conditioners & supports	1460	50	25,000	14,350
	3. Improvements to front canopy	1460	L.S.	14,640	35,884.82

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

PHAName: Connellsville Housing Authority		Grant Type and Number Capital Fund Program No: PA28PO2550101 Replacement Housing Factor No:					Federal
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			
	Original	Revised	Actual	Original	Revised	Actual	
PA25-1	3/31/03		3/31/03	9/30/04		3/31/03	
PA25-2	3/31/03	9/30/03		9/30/04			
HA-Wide	3/31/03	9/30/03		9/30/04			

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report				
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPR)				
PHAName: Connellsville Housing Authority			Grant Type and Number Capital Fund Program Grant No: PA28PO2550102 Replacement Housing Factor Grant No:	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 01)				
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/03 <input type="checkbox"/> Final Performance and Evaluation Report				
Line No.	Summary by Development Account	Total Estimated Cost		
		Original	Revised	
1	Total non-CFP Funds			
2	1406 Operations	144,000	72,000	
3	1408 Management Improvements	5,000	5,000	
4	1410 Administration	10,000	10,000	
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs	30,000	25,000	
8	1440 Site Acquisition			
9	1450 Site Improvement		62,000	
10	1460 Dwelling Structures	101,184	116,184	
11	1465.1 Dwelling Equipment — Nonexpendable			
12	1470 Non-dwelling Structures			
13	1475 Non-dwelling Equipment			
14	1485 Demolition			
15	1490 Replacement Reserve			
16	1492 Moving to Work Demonstration			
17	1495.1 Relocation Costs			
18	1499 Development Activities			
19	1501 Collateralization or Debt Service			
20	1502 Contingency			
21	Amount of Annual Grant: (sum of lines 2 – 20)	290,184		
22	Amount of line 21 Related to LBP Activities	-0-		
23	Amount of line 21 Related to Section 504 compliance	-0-		
24	Amount of line 21 Related to Security — Soft Costs	-0-		
25	Amount of Line 21 Related to Security — Hard Costs	-0-		
26	Amount of line 21 Related to Energy Conservation Measures	-0-		

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

PHAName: Connellsville Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA28PO2550102 Replacement Housing Factor Grant No:			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	
				Original	Revised
HA-Wide	Operations	1460	L.S.	144,000	72,000
	Management Improvements	1408	L.S.	5,000	5,000
	Administration	1410	L.S.	10,000	10,000
	Fees & Costs	1430	L.S.	30,000	25,000
PA25-1					
North Manor	Power flush all drains	1460	L.S.	5,000	5,000
	Install spray station	1450	L.S.	-0-	20,000
PA25-2					
Riverview	1. Replace carpet in halls, furniture in lobbies & handrails in hallways	1460	L.S.	70,000	85,000
	2. Replace elevator panels	1460	2 cabs	26,184	26,184
	3. Paving, landscaping, & construct maintenance building/garage	1450	L.S.	-0-	42,000

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

PHAName: Connellsville Housing Authority		Grant Type and Number Capital Fund Program No: PA28PO2550102 Replacement Housing Factor No:					Federal
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	9/31/04			9/30/05			
PA25-1	9/31/04			9/30/05			

