

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

HOUSING AUTHORITY OF THE CITY OF POTTSVILLE
410 LAUREL BLVD.
POTTSVILLE, PA 17901

HIGH PERFORMING PHA

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2003

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

**PHA Plan
Agency Identification**

PHA Name: Housing Authority of the City of Pottsville

PHA Number: PA037

PHA Fiscal Year Beginning: (mm/yyyy) April 2003

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

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

A. Mission

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

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

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)

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

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

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

PHA Goal: Provide an improved living environment

Objectives:

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

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:

- 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:
 - 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)

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2003
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

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.

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:

- Admissions Policy for Deconcentration
- FY 2000 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2000 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
 - Attachment B – PHA Plan, Consistency with the Consolidated Plan, Drug Free Workplace, Disclosure of Lobbying Activities, Cert. of Payment to Influence Transactions.
 - Attachment C – Resident Member of PHA Board
 - Attachment D – Statement of Goals
 - Attachment E – Resident Advisory Board
 - Attachment F – Statement of Deviation from previous Years Annual Plan

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	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.	
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures	Annual Plan: Grievance

Table Library

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<input type="checkbox"/> check here if included in Section 8 Administrative Plan	Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
N/A	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	45%	5	2	2	2	4	2
Income >30% but <=50% of AMI	25%	5	2	2	2	4	2
Income >50% but <80% of AMI	30%	3	1	1	3	1	1
Elderly	40%	3	3	4	4	1	3
Families with Disabilities	20%	5	3	3	3	1	1
WHITE	96%						
BLACK	4%						
NATIVE AMER.	0%						
HISPANIC	0%						

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: 2002
- 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)Section 8 and low-income applications lists

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	139		
Extremely low income <=30% AMI	107	77%	
Very low income (>30% but <=50% AMI)	24	17%	
Low income (>50% but <80% AMI)	8	6%	
Families with children	72	52%	
Elderly families	13	9%	
Families with Disabilities	3	2%	
BLACK	5	4%	
MULTI RACIAL	1	1%	
HISPANIC	3	2%	
WHITE	130	94%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	74		
2 BR	48		

Housing Needs of Families on the Waiting List			
3 BR	11		
4 BR	5		
5 BR	1		
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 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 checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input 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	95		
Extremely low income <=30% AMI	76	80%	
Very low income (>30% but <=50% AMI)	19	20%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	58	61%	
Elderly families	9	9%	
Families with Disabilities	5	5%	

Housing Needs of Families on the Waiting List			
BLACK	5	5%	
MULTI RACIAL	6	6%	
HISPANIC	2	2%	
WHITE	82	86%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 2 MONTHS AUG. 1, 2002			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development

- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)
-Created not-for-profit Community Housing Development Corporation

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)
-Covert 82 Units of elderly housing to assisted living

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.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund	1,190,194.00	
b) Public Housing Capital Fund	851,133.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
e) Annual Contributions for Section 8 Tenant-Based Assistance	1,770,699.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	1,030,860.00	
4. Other income (list below)		
Excess Utilities	20,000.00	
4. Non-federal sources (list below)		
Total resources	4,862,886.00	

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)
- 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)
- 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
 - Site-based waiting lists
 - Other (describe)
- b. Where may interested persons apply for admission to public housing?
- PHA main administrative office
 - PHA development site management office
 - Other (list below)
- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**
1. How many site-based waiting lists will the PHA operate in the coming year?

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.

1 Date and Time

Former Federal preferences:

- 1 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 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)

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
 Other source (list)

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

Attachment

a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

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

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

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

Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

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

Other (list policies and 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)
-Past participation in Public Housing and Section 8 Programs

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)
-Non-payment history

(2) Waiting List Organization

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

- None
 Federal public housing

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

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

- PHA main administrative office
- Other (list below)

(3) Search Time

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

If yes, state circumstances below:

- Tenant difficulty in finding available unit
- Events beyond the Tenant's control that hinder/prevent unit search
- Landlord withdrawal of intention to rent through no fault of the Tenant

(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

- 1 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)
- 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

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:

Suspension of rent pending determination of nature and duration of hardship

temporary hardship: rent is retroactive to time of suspension

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)
 95th percentile rents
 75 percent of operating costs
 100 percent of operating costs for general occupancy (family) developments
 Operating costs plus debt service
 The "rental value" of the unit
 Other (list below)

f. Rent re-determinations:

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

- 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)

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)

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

(2) Minimum Rent

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

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

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

5. Operations and Management

[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)

The Pottsville Housing Authority is a high performing PHA

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

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

C. Management and Maintenance Policies

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

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

- (2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[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.

The Pottsville Housing Authority is a High Performing PHA

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)

(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-

Table Library

- 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.)

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent

<input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)
--

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937
Attachment H component 10 (B) Conversion Initial Assessment

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

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.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name:
1b. Development (project) number:
2. Federal Program authority:

<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <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 <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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.

The Pottsville Housing Authority is a High Performing PHA

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

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

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation

the PHA plans to take to achieve at least the minimum program size?

If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

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

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

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

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

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

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

Other (describe below)

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

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

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

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

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

- Contracting with outside and/or resident organizations for the provision of crime-and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

C. Coordination between PHA and the police

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action

- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
 - Police regularly testify in and otherwise support eviction cases
 - Police regularly meet with the PHA management and residents
 - Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
 - Other activities (list below)
2. Which developments are most affected? (list below)

D. Additional information as required by PHDEP/PHDEP Plan

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

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

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

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?
- 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
 - Development-based accounting
 - Comprehensive stock assessment
 - Other: (list below)

3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[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

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

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

- Other: (list below)

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

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

The Commonwealth's Consolidated Plan does not outline activities to encourage residents of public housing units to become more involved in the management of public housing or to become owners of their public housing units because there is no state-level public housing authority.

However, financial and technical assistance programs administered by the Commonwealth may indirectly benefit jurisdictions, housing authorities, and community-based organizations seeking to undertake resident initiatives. The Commonwealth also will deem applications for federal assistance to support resident initiatives as consistent with the Commonwealth's Consolidated Plan.

Additionally, the Commonwealth will consider funding projects that assist residents of public housing to become homeowners. If the residents to be assisted are very low-income households, that project will be consistent with the Commonwealth's Consolidated Plan.

The Commonwealth also will continue to work with the Pennsylvania Association of Housing and Redevelopment Agencies, Regional Legal Services, and members of the general Assembly to incorporate public housing authorities and their residents into the state's housing strategy.

D. Other Information Required by HUD

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

ATTACHMENTS

ATTACHMENT A – Statement of Policies Governing Admissions and continued occupancy of HUD aided Low-rent and Section 8 Administrative Plan

ATTACHMENT B – PHA Plan, Consistency with the Consolidated Plan, Drug Free Workplace, Disclosure of Lobbying Activities, Cert. of Payment to Influence Transactions

ATTACHMENT C – Resident Member to PHA Board

ATTACHMENT D – Statement of Goals

ATTACHMENT E – Resident Advisory Board

ATTACHMENT F – Statement of Deviation from previous year Annual Plan

PHA Plan Table Library

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

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

Capital Fund 2003 Grant Number PA26P03750103 Approval: (2003

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements-Soft Costs	65,000.00
	Management Improvements-Hard Costs	5,000.00
4	1410 Administration	74,000.00
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	50,000.00
8	1440 Site Acquisition	
9	1450 Site Improvement	150,000.00
10	1460 Dwelling Structures	432,133.00
11	1465.1 Dwelling Equipment-Nonexpendable	10,000.00
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	15,000.00
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	50,000.00
20	Amount of Annual Grant (Sum of lines 2-19)	851,133.00
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PA 37-1 Barefield	Parking Lots-Resurface	1450	20,000.00
	Windows	1460	100,000.00
	37-1 SUBTOTAL		120,000.00
PA-37-2 Michael Close	Carpeting	1460	10,000.00
	Grounds Improvements	1450	5,000.00
	37-2 SUBTOTAL		15,000.00
PA-37-3 Laurel Court	Carpeting	1460	10,000.00
	Office Furniture	1475	5,000.00
	Ground Improvements/Security System	1450	15,000.00
	37-3 SUBTOTAL		30,000.00
PA-37-4 Laurel Terrace John O'Hara St	Sidewalks and Curbs	1450	15,000.00
	Elevators	1460	20,000.00
	Security System/Entrance System	1450	40,000.00
	Parking Lot-Resurface	1450	10,000.00
	Ground Improvements	1450	10,000.00
	37-4 SUBTOTAL		95,000.00
PA-37-5 West Arch Street	Ground Improvements	1450	5,000.00
	Storm Doors	1460	15,000.00
	Parking Lot-Resurface	1450	5,000.00
	Fencing	1450	5,000.00
	37-5 SUBTOTAL		30,000.00
PA-37-6 Peacock & N 2 nd St	Windows	1460	75,000.00
	Ground Improvements	1450	10,000.00
	Security/Safety Fencing	1450	5,000.00
	Roofs	1460	117,000.00
	Kitchens	1460	75,000.00

	37-6-SUBTOTAL		282,133.00
PA-37-8	Carpeting		10,000.00
Patterson	Site Lighting	1460	5,000.00
		1450	
	PA-37-8 SUBTOTAL		15,000.00
HA-WIDE	Public Housing Liaison Officer-Pottsville		25,000.00
Management	Police	1408	
Improvements	Staff Training		10,000.00
	EOC BLAST & Other Recreation Programs	1408	20,000.00
	Occupancy	1408	5,000.00
	Support Services	1408	5,000.00
	Software Updates	1408	5,000.00
		1408	
	Management Subtotal		70,000.00
Non-Technical	Nontechnical Salaries-Employee Benefits	1410.1	74,000.00
Salaries			
	Nontechnical Salaries-Subtotal		74,000.00
A & E Fees	Architectural & Engineering Fees	1430.1	40,000.00
	A & E Fees Subtotal		40,000.00
Consultant Fees	CGP Consultant Services	1430.2	5,000.00
	Consultant Fees Subtotal		5,000.00
Inspection Costs	A & E Inspection Fees	1430.7	5,000.00
	Inspection Fees Subtotal		5,000.00
Dwelling Equip.	Appliances (Development Wide)	1465.1	10,000.00
	Dwelling Equipment Subtotal		10,000.00
Nonexpendable	Computer Hardware	1475.1	10,000.00
	Dwelling Equipment-Nonexpendable Subtotal		10,000.00

CGP	For Contingency Account	1502	50,000.00
	Contingency Subtotal		50,000.00
	HA-WIDE Subtotal		264,000.00
	Grand Total		851,133.00

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

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
PA 37-1 Barefield	6/30/05	12/31/06
PA 37-2 Michael Close	6/30/05	12/31/06
PA 37-3 Laurel Court	6/30/05	12/31/06
PA 37-4 Laurel Terrace John O'Hara St.	6/30/05	12/31/06
PA 37-5 West Arch Street	6/30/05	12/31/06
PA 37-6 Peacock & N. 2 nd	6/30/05	12/31/06
PA 37-8 Patterson	6/30/05	12/31/06
Management Improvements	6/30/05	12/31/06
Non-Technical Salaries	6/30/05	12/31/06
A & E Fees	6/30/05	12/31/06
Consultant Fees	6/30/05	12/31/06
Inspection Fees	6/30/05	12/31/06
Dwelling Equip.	6/30/05	12/31/06

Nonexpendable	6/30/05	12/31/06
CGP	6/30/05	12/31/06

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
PA037-001	Barefield	1	0%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Community Room Furniture		5,000	2004
Community Room Furniture		5,000	2005
Community Room Furniture		5,000	2006
Community Room Furniture		5,000	2007
Total estimated cost over next 5 years		20,000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
PA037-002	Michael Close	0	0%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Sidewalks and Curbs Laundry Room Rehab		20,000 10,000	2004
Sidewalks and Curbs Laundry Room Rehab		20,000 10,000	2005
Sidewalks and Curbs Laundry Room Rehab		20,000 10,000	2006
Sidewalks and Curbs Laundry Room Rehab		20,000 10,000	2007
Total estimated cost over next 5 years		120,000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
PA037-003	Laurel Court	33	40%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Plumbing Lines		75,000	2004
Replace Plumbing Lines		75,000	2005
Replace Plumbing Lines		75,000	2006
Replace Plumbing Lines		75,000	2007
<p>LAUREL COURT IS UNDER A MODERNIZATION PROGRAM. CONVERTING 3 UNITS (2 EFF. AND ONE 1 BEDROOM INTO TWO 1 BEDROOMS) THERE ARE 33 UNITS THAT CANNOT BE RENTED AT THIS TIME.</p>			
Total estimated cost over next 5 years		300,000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
PA037-004	Laurel Terrace/John O'Hara St	0	0%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Street Sweeper		25,000	2004
Sidewalks & Curbs		20,000	
Playground		30,000	
Community Building Roof		20,000	
Street Sweeper		25,000	2005
Sidewalks & Curbs		20,000	
Playground		30,000	
Community Building Roof		20,000	
Street Sweeper		25,000	2006
Sidewalks & Curbs		20,000	
Playgrounds		30,000	
Community Building Roof		20,000	
Street Sweeper		25,000	2007
Sidewalks & Curbs		20,000	
Playgrounds		30,000	
Community Building Roof		20,000	
Total estimated cost over next 5 years		380,000	

Table Library

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
PA037-05	West Arch Street	0	0%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Community Building & Maintenance Renovations		110,000	2004
Storm Doors		10,000	
Community Building & Maintenance Renovations		110,000	2005
Storm Doors		10,000	
Community Building & Maintenance Renovations		110,000	2006
Storm Doors		10,000	
Community Building & Maintenance Renovations		110,000	2007
Storm Doors		10,000	
Total estimated cost over next 5 years		480,000	

Table Library

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
PA037-006	Peacock & North Second St.	0	0%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Retaining Wall Replacement		100,000	2004
Grounds Improvements		15,000	
Security/Safety Fencing		5,000	
Playgrounds		30,000	
Retaining Wall Replacement		100,000	2005
Grounds Improvements		15,000	
Security/Safety Fencing		5,000	
Playgrounds		30,000	
Retaining Wall Replacement		100,000	2006
Grounds Improvements		15,000	
Security/Safety Fencing		5,000	
Playgrounds		30,000	
Retaining Wall Replacement		100,000	2007
Grounds Improvements		15,000	
Security/Safety Fencing		5,000	
Playgrounds		30,000	
Total estimated cost over next 5 years		600,000	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
PA037-008	Patterson	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Carpet			6,063	2004
Replace Carpet			6,063	2005
Replace Carpet			6,063	2006
Replace Carpet			6,063	2007
Total estimated cost over next 5 years			24,252	

Table Library

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
HA-WIDE				
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Public Housing Liaison Officer			15,000	2004
Staff Training			5,000	
Building Self-Esteem, Schuylkill Community Actions			20,000	
Blast Program and other Recreation Programs				
Occupancy/Vacancy/Unit Turnaround			3,000	
Upgrades of Software			3,000	
Support Services			4,000	
Public Housing Liaison Officer			15,000	2005
Staff Training			5,000	
Building Self-Esteem, Schuylkill Community Actions			20,000	
Blast Program and other Recreation Programs				
Occupancy/Vacancy/Unit Turnaround			3,000	
Upgrades of Software			3,000	
Support Services			4,000	
Public Housing Liaison Officer			15,000	2006
Staff Training			5,000	
Building Self-Esteem, Schuylkill Community Actions			20,000	
Blast Program and other Recreation Programs				
Occupancy/Vacancy/Unit Turnaround			3,000	
Upgrades of Software			3,000	
Support Services			4,000	
Public Housing Liaison Officer			15,000	2007
Staff Training			5,000	

Table Library

Building Self Esteem, Schuylkill Community Actions	20,000	
Blast Program and other Recreation Programs		
Occupancy/Vacancy/Unit Turnaround	3,000	
Upgrades of Software	3,000	
Support Services	4,000	
Total estimated cost over next 5 years	200,000	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
HA-Wide				
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Physical Improvements Subtotal			1,924,252	
Management Improvements			200,000	
HA-Wide Nondwelling Structures and Equipment			40,000	
Administration			296,028	
Other			500,000	
Total estimated cost over next 5 years			2,960,280	

Original

Capital Fund 2000

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds	0.00	0.00	0.00	0.00
2	1406 Operations (May not exceed 10% of Line 19)	0.00	0.00	0.00	0.00
3	1408 Management Improvements-Soft Costs	47000.00	36044.01	36044.01	7741.57
	Management Improvements-Hard Costs	3000.00	2000.00	2000.00	0.00
4	1410 Administration	74000.00	74000.00	74000.00	38080.96
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	45000.00	43776.35	43776.35	43776.35
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvemnet	254000.00	71720.07	71720.07	71720.07
10	1460 Dwelling Structures	314923.00	455213.35	455213.35	290948.99
11	1465.1 Dwelling Equipment-Non Expendable	0.00	0.00	0.00	0.00
12	1470 Nondwelling Structures	67000.00	170500.18	170500.18	170500.18
13	1475 Nondwelling Equipment	20000.00	21669.04	21669.04	21669.04
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
17	1498 Mod Used for Development	0.00	0.00	0.00	0.00
18	1502 Contingency (may not exceed 8 of line 19)	50000.00	0.00	0.00	0.00
19	Amount of Annual Grant (Sum of Lines 2-18)	874923.00	874923.00	874923.00	644437.16
20	Amount of line 19 Related to LBP Activities	0.00	0.00	0.00	0.00
21	Amount of line 19 Related to Section 504 Compliance	0.00	0.00	0.00	0.00
22	Amount of line 19 Related to Security-Soft Costs	0.00	0.00	0.00	0.00
23	Amount of line 19 Related to Security-Hard Costs	0.00	0.00	0.00	0.00
24	Amount of line 19 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00
25	Collateralization Expenses or Debt service	0.00	0.00	0.00	0.00

Signature of Executive Director & Date

Signature of Public Housing Director/Office of Native American Programs

Number	General Description of Major Work Categories #	QTY	Total Estimated Cost		Total Actual Cost		Status of
			Original	Revised	Obligated	Expended	Proposed Work
PA-37-1			0.00	0.00	0.00	0.00	
	37-1 SUBTOTAL		0.00	0.00	0.00	0.00	
PA-37-2	Sidewalks & Curbs	1450	5000.00	0.00	0.00	0.00	Move To Future
Michael Close	Paving of Parking Area	1450	5000.00	5600.00	5600.00	5600.00	100% Completed
	Grounds Improvement	1450	2000.00	1855.00	1855.00	1855.00	In Progress
	Carpeting	1460	0.00	2997.55	2997.55	2997.55	In Progress
	Patio Furniture	1460	0.00	1018.00	1018.00	1018.00	100% Completed
	37-2 SUBTOTAL		12000.00	11470.55	11470.55	11470.55	
PA-37-3	Replace Plumbing Lines/Asbestos/Unit	1460	300000.00	451197.80	451197.80	286933.44	In Progress
Laurel Court	Laundry Room Rehab	1460	0.00	0.00	0.00	0.00	Omit
	Renovation of BJF Office Building	1470	52000.00	170500.18	170500.18	170500.18	In Progress
	Computers,Security System	1475	0.00	19669.04	19669.04	19669.04	100% Completed
	37-3 SUBTOTAL		352000.00	641367.02	641367.02	477102.66	
PA-37-4							
Laurel Terrace	Sidewalks & Curbs	1450	10000.00	9691.75	9691.75	9691.75	100% Completed
& J. O'Hara	Anti-Graffiti Painting	1450	5000.00	0.00	0.00	0.00	Move To Future
	Fencing	1450	5000.00	7339.56	7339.56	7339.56	100% Completed
	Mailboxes	1450	2000.00	0.00	0.00	0.00	Move To Future
	Ground Improvments	1450	5000.00	5400.00	5400.00	5400.00	100% Completed
	37-4 SUBTOTAL		27000.00	22431.31	22431.31	22431.31	
PA-37-5							
W. Arch St.	Grounds Improvement	1450	10000.00	11190.00	11190.00	11190.00	100% Completed
	37-5 SUBTOTAL		10000.00	11190.00	11190.00	11190.00	
PA-37-6							
Peacock & 2nd	Retaining Wall Replacement	1450	175000.00	3096.46	3096.46	3096.46	100% Completed
	Grounds Improvement	1450	15000.00	17547.30	17547.30	17547.30	100% Completed
	Security/Safety Fencing	1450	10000.00	10000.00	10000.00	10000.00	100% Completed
	Community Room Furniture	1475	10000.00	0.00	0.00	0.00	Move To Future
	Community Building Rehab	1470	15000.00	0.00	0.00	0.00	Move To Future
	37-6 SUBTOTAL		225000.00	30643.76	30643.76	30643.76	
PA-37-8							
	Replace Carpet in Common Areas	1460	14923.00	0.00	0.00	0.00	Move To Future

Patterson	Site Lighting	1450	5000.00	0.00	0.00	0.00	Move To Future
37-8 SUBTOTAL			19923.00	0.00	0.00	0.00	
HA-WIDE							
Management	Public Housing Liaison Officer-Pottsville Police	1408	15000.00	15000.00	15000.00	7650.74	In Progress
Improvements	Staff Training	1408	5000.00	3044.01	3044.01	0.00	
	EOC BLAST & Other Recreation Programs	1408	20000.00	15000.00	15000.00	0.00	
	Occupancy	1408	3000.00	1000.00	1000.00	90.83	
	Support Services	1408	4000.00	2000.00	2000.00	0.00	
	Software Updates	1408	3000.00	2000.00	2000.00	0.00	
Management Subtotal			50000.00	38044.01	38044.01	7741.57	
Non-Technical Salaries	Nontechnical Salaries-Employee Benefits	1410.1	74000.00	74000.00	74000.00	38080.96	In Progress
Nontechnical Salaries Subtotal			74000.00	74000.00	74000.00	38080.96	
A & E Fees	Architectural & Engineering Fees	1430.1	35000.00	35000.00	35000.00	35000.00	100% Completed
A & E Fees Subtotal			35000.00	35000.00	35000.00	35000.00	
Consultant Fees	CGP Consultant Services	1430.2	0.00	0.00	0.00	0.00	
Consultant Fees Subtotal			0.00	0.00	0.00	0.00	
Inspection Costs	A & E Inspection Fees	1430.7	10000.00	8776.35	8776.35	8776.35	100% Completed
Inspection Fees Subtotal			10000.00	8776.35	8776.35	8776.35	
Dwelling Equip.			0.00	0.00	0.00	0.00	
Dwelling Equipment Subtotal			0.00	0.00	0.00	0.00	
Nonexpendable	Computer Hardware	1475.1	10000.00	2000.00	2000.00	2000.00	100% Completed
Dwelling Equipment -Nonexpendable Subtotal			10000.00	2000.00	2000.00	2000.00	
CGP	For Contingency Account	1502	50000.00	0.00	0.00	0.00	
Contingency Subtotal			50000.00	0.00	0.00	0.00	
HA-Wide Subtotal			229000.00	157820.36	157820.36	91598.88	
Grand Total			874923.00	874923.00	874923.00	644437.16	

	Funds Left To Obligate- 06/01/02		\$ -
	Funds Left to Expend- 12/01/03		\$ 230,485.84

Number	General Description of Major Work Categories	#	QTY	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Obligated	Expended	
PA-37-1	Parking Lots-Resurface	1450		15000.00	0.00	0.00	0.00	Move To Future
	Windows	1460		50000.00	0.00	0.00	0.00	Move To Future
	37-1 SUBTOTAL			65000.00	0.00	0.00	0.00	
PA-37-2	Kitchens	1460	50	100000.00	116460.00	116460.00	0.00	In Progress
Michael Close	Carpeting	1460		2500.00	10000.00	3078.00	3078.00	In Progress
	Doors/Patio Side	1460		0.00	10000.00	9208.50	9208.50	In Progress
	Grounds Improvement	1450		4000.00	10000.00	8760.00	8760.00	In Progress
	Parking Lot-Resurface	1450		10000.00	0.00	0.00	0.00	Moved To Future
	Fencing	1450		0.00	4000.00	1097.67	1097.67	In Progress
	37-2 SUBTOTAL			116500.00	150460.00	138604.17	22144.17	
PA-37-3	Unit Conversion to One Bedrooms-Kitchens	1460		117988.00	216157.00	216157.00	0.00	In Progress
Laurel Court	Office Furniture	1475		10000.00	7500.00	10537.10	10537.10	100% Completed
	Ground Improvements/Security System/Sign	1450		4000.00	20000.00	15569.00	15569.00	In Progress
	Carpeting	1460		0.00	1000.00	270.26	270.26	In Progress
	37-3 SUBTOTAL			131988.00	244657.00	242533.36	26376.36	
Laurel Terrace	Sidewalks & Curbs	1450		15000.00	0.00	0.00	0.00	Moved To Future
& J. O'Hara	Elevators	1460		10000.00	10575.00	10575.00	10575.00	100% Completed
	Fencing	1450		5000.00	10000.00	0.00	0.00	
	Parking Lot-Resurface	1450		10000.00	10000.00	0.00	0.00	
	Ground Improvements	1450		5000.00	5000.00	4469.36	4469.36	In Progress
	37-4 SUBTOTAL			45000.00	35575.00	15044.36	15044.36	
PA-37-5								
W. Arch St.	Grounds Improvement	1450		15000.00	10000.00	6606.19	6606.19	In Progress
	Electricial Upgrades	1460		30000.00	12069.00	12069.00	0.00	In Progress
	Parking Lot-Resurface	1450		10000.00	2500.00	450.00	450.00	In Progress
	Fencing	1450		0.00	2000.00	1756.24	1756.24	In Progress
	37-5 SUBTOTAL			55000.00	26569.00	20881.43	8812.43	
PA-37-6	Windows	1460		100000.00	90610.00	0.00	0.00	
	Ceiling Tile Replacement	1460		0.00	50000.00	0.00	0.00	
Peacock & 2nd	Grounds Improvement	1450		15000.00	15000.00	2400.00	2400.00	
	Security/Safety Fencing	1450		20000.00	10000.00	6591.12	6591.12	In Progress
	Community Buildings-Rehab	1460		20000.00	25000.00	0.00	0.00	

	HA-Wide Subtotal			269000.00	201500.00	35466.07	35466.07	
	Grand Total			892911.00	892911.00	461520.51	116834.51	
	Funds Left To Obligate- 06/01/03				\$ 431,390.49			
	Funds Left To Expend- 12/01/04				\$ 776,076.49			

Original

Capital Fund 2002

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds	0.00		0.00	0.00
2	1406 Operations (May not exceed 10% of Line 19)	0.00		0.00	0.00
3	1408 Management Improvements-Soft Costs	52000.00		0.00	0.00
	Management Improvements-Hard Costs	2000.00		0.00	0.00
4	1410 Administration	74000.00		0.00	0.00
5	1411 Audit	0.00		0.00	0.00
6	1415 Liquidated Damages	0.00		0.00	0.00
7	1430 Fees and Costs	45000.00		0.00	0.00
8	1440 Site Acquisition	0.00		0.00	0.00
9	1450 Site Improvemnet	95000.00		0.00	0.00
10	1460 Dwelling Structures	563133.00		0.00	0.00
11	1465.1 Dwelling Equipment-Non Expendable	10000.00		0.00	0.00
12	1470 Nondwelling Structures	0.00		0.00	0.00
13	1475 Nondwelling Equipment	10000.00		0.00	0.00
14	1485 Demolition	0.00		0.00	0.00
15	1490 Replacement Reserve	0.00		0.00	0.00
16	1495.1 Relocation Costs	0.00		0.00	0.00
17	1498 Mod Used for Development	0.00		0.00	0.00
18	1502 Contingency (may not exceed 8 of line 19)	0.00		0.00	0.00
19	Amount of Annual Grant (Sum of Lines 2-18)	851133.00		0.00	0.00
20	Amount of line 19 Related to LBP Activities	0.00		0.00	0.00
21	Amount of line 19 Related to Section 504 Compliance	0.00		0.00	0.00
22	Amount of line 19 Related to Security-Soft Costs	0.00		0.00	0.00
23	Amount of line 19 Related to Security-Hard Costs	0.00		0.00	0.00
24	Amount of line 19 Related to Energy Conservation Measures	0.00		0.00	0.00
25	Collateralization Expenses or debt services	0.00		0.00	0.00

Signature of Executive Director & Date

Signature of Public Housing Director/Office of Native American Programs

Total Estimated Cost

Total Actual Cost

Status

Number	General Description of Major Work Categories #	QTY	Original	Revised	Obligated	Expended	of Proposed Work
PA-37-1	Parking Lots-Resurface	1450		20000.00	0.00	0.00	0.00
Barefield	Windows	1460		78133.00	0.00	0.00	0.00
	37-1 SUBTOTAL			98133.00	0.00	0.00	0.00
PA-37-2	Doors/Painting/Numbers	1460		5000.00	0.00	0.00	0.00
Michael Close	Carpeting	1460		5000.00	0.00	0.00	0.00
	Grounds Improvement	1450		2000.00	0.00	0.00	0.00
	37-2 SUBTOTAL			12000.00	0.00	0.00	0.00
PA-37-3	Kitchens	1460		200000.00	0.00	0.00	0.00
Laurel Court	Office Furniture	1475		5000.00	0.00	0.00	0.00
	Ground Improvements/Security System	1450		5000.00	0.00	0.00	0.00
	37-3 SUBTOTAL			210000.00	0.00	0.00	0.00
Laurel Terrace	Sidewalks & Curbs	1450		5000.00	0.00	0.00	0.00
& J. O'Hara	Elevators	1460		20000.00	0.00	0.00	0.00
	Fencing	1450		5000.00	0.00	0.00	0.00
	Parking Lot-Resurface	1450		10000.00	0.00	0.00	0.00
	Ground Improvements	1450		5000.00	0.00	0.00	0.00
	37-4 SUBTOTAL			45000.00	0.00	0.00	0.00
PA-37-5							
W. Arch St.	Grounds Improvement	1450		3000.00	0.00	0.00	0.00
	Storm Doors	1460	64	15000.00	0.00	0.00	0.00
	Parking Lot-Resurface	1450		10000.00	0.00	0.00	0.00
	Fencing	1450		0.00	0.00	0.00	0.00
	37-5 SUBTOTAL			28000.00	0.00	0.00	0.00
PA-37-6							
	Windows	1460		100000.00	0.00	0.00	0.00
Peacock & 2nd	Grounds Improvement	1450		10000.00	0.00	0.00	0.00
	Security/Safety Fencing	1450		15000.00	0.00	0.00	0.00
	Community Buildings-Rehab	1460		15000.00	0.00	0.00	0.00
	Kitchens	1460	50	100000.00	0.00	0.00	0.00
	37-6 SUBTOTAL			240000.00	0.00	0.00	0.00
PA-37-8							
	Roof-Rubber	1460		25000.00	0.00	0.00	0.00
Patterson	Site Lighting	1450		5000.00	0.00	0.00	0.00

37-8 SUBTOTAL			30000.00	0.00	0.00	0.00
HA-WIDE						
Management	Public Housing Liaison Officer-Pottsville Police	1408	15000.00	0.00	0.00	0.00
Improvements	Staff Training	1408	10000.00	0.00	0.00	0.00
	EOC BLAST & Other Recreation Programs	1408	20000.00	0.00	0.00	0.00
	Occupancy	1408	3000.00	0.00	0.00	0.00
	Support Services	1408	4000.00	0.00	0.00	0.00
	Software Updates	1408	2000.00	0.00	0.00	0.00
Management Subtotal			54000.00	0.00	0.00	0.00
Non-Technical Salaries	Nontechnical Salaries-Employee Benefits	1410.1	74000.00	0.00	0.00	0.00
Nontechnical Salaries Subtotal			74000.00	0.00	0.00	0.00
A & E Fees	Architectural & Engineering Fees	1430.1	35000.00	0.00	0.00	0.00
A & E Fees Subtotal			35000.00	0.00	0.00	0.00
Consultant Fees	CGP Consultant Services	1430.2	10000.00	0.00	0.00	0.00
Consultant Fees Subtotal			10000.00	0.00	0.00	0.00
Inspection Costs	A & E Inspection Fees	1430.7	0.00	0.00	0.00	0.00
Inspection Fees Subtotal			0.00	0.00	0.00	0.00
Dwelling Equip.	Appliances (Development Wide)	1465.1	10000.00	0.00	0.00	0.00
Dwelling Equipment Subtotal			10000.00	0.00	0.00	0.00
Nonexpendable	Computer Hardware	1475.1	5000.00	0.00	0.00	0.00
Dwelling Equipment -Nonexpendable Subtotal			5000.00	0.00	0.00	0.00
CGP	For Contingency Account	1502	0.00	0.00	0.00	0.00
Contingency Subtotal			0.00	0.00	0.00	0.00
HA-Wide Subtotal			188000.00	0.00	0.00	0.00
Grand Total			851133.00	0.00	0.00	0.00
Funds Left To Obligate- 06/01/04				\$ -		
Funds Left To Expend- 12/01/05				\$ -		