

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

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# PHA Plans

5 Year Plan for Fiscal Years 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 Centre County

**PHA Number:** PA-088

**PHA Fiscal Year Beginning:** January 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: It is the mission of the Housing Authority of Centre County to provide on going and develop additional affordable housing programs and economic opportunities to meet the diverse needs of low-income families in Centre County, while promoting adequate, descent, safe, affordable housing, and a suitable living environment without discrimination. Our mission will be accomplished through a coordination of efforts and resources with local agencies, units of government and the private sector.

**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: Obtain approval for Shelter Care Plus Program for 8-one –bedroom tenant based rental voucher by FY2000, Develop a partnership with the local Department of Welfare and apply for Welfare to Work rental vouchers by the year 2002.  
Explore 811 project or main stream project with Centre County MH/MR To meet the housing and supportive services needs of persons with Disabilities by FY 2004.

- 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) Maintain a High Performer status PHAS score
  - Improve voucher management: (SEMAP score) Obtain at least Standard Performer Status for FY 2000 and High Performer Status by FY 2004.
  
  - 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: At briefing families are given information on portability along with housing resource lists.
  
  - 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: Install fencing in FY 2001.
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

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

- 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: The HACC will enter into a contract of understanding with the Job Service Center to provide monthly on site self –sufficiency programs for Public Housing residents. Programs will begin upon completion of the community room at Beaver Farm Apartments. Maintain minimum size Family Self-Sufficiency Program.
  - 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: Display equal housing opportunity signs in obvious places, provide form HUD-903.1 in briefing packets, provide information on fair housing to participating and prospective landlords when conducting landlord meetings.
  - 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: : Counsel Section 8

tenants on locations of units outside of areas of poverty and minority concentration by providing maps and a housing resource list. Market the program to owners outside of areas of poverty and minority concentration

- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: Conduct outreach efforts to landlords that are willing to make modifications to units for persons with disabilities and include them on the Housing Resource list.

- 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.

**Table of Contents**

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**Annual Plan**

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ii. Table of Contents	
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6. Civil Rights Certifications (included with PHA Plan Certifications)
7. Other Information: Attachments: A Deconcentration, B Community Service Requirement, C Pet Policy, D Progress Report, E Resident Membership of the PHA Governing Board, F Membership of the Resident Advisory Board, G CFP Performance & Evaluation Reports and Budget Revisions for FY 2000 & 2001, FY2002 Budget Revisions Attachments
- 8.

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 (Attachment A)
- FY 2003 Capital Fund Program Annual Statement (imbedded in plan)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- X Community Service Requirement (Attachment B)
- X Public Housing Pet Policy (Attachment C)
- X Progress Report (Attachment D)
- X The Resident Membership of the PHA Governing Board (Attachment E)
- X Membership of the Resident Advisory Board (Attachment F)
- X CFP Performance & Evaluation Reports & Budget Revision for FY 2000, 2001 FY 2002 Budget Revision (Attachment G)
- X Voluntary Conversion Initial Assessment

**Optional Attachments:**

- PHA Management Organizational Chart
- FY 2003-2007 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)

**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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
Yes	PHA Plan Certifications of Compliance with the PHA Plans	5 Year and Annual Plans

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	and Related Regulations	
Yes	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
Yes	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
Yes	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
Yes	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
Yes	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
Yes	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
Yes	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
Yes	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	Annual Plan: Rent Determination

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	A & O Policy	
Yes	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
Yes	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
Yes	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
Yes	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
Yes	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
Yes	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
Yes	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
Yes	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
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
No	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
Yes	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
Yes	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
Yes	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
Yes	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
Yes	State of Pennsylvania Consolidated Plan	Annual Plan
Yes	CHAS Data Book 1990/Published 1993	Annual Plan
Yes	Centre County Affordable Housing Coalition Membership survey	Annual Plan
Yes	Centre County Fair Housing Analysis 1991	Annual Plan
Yes	Centre County Fact Book 1995	Annual Plan
Yes	Centre County Today 1995	Annual Plan
Yes	Voices, Values and Vision 2001	Annual Plan
Yes	Improvement Plan-Resident Assessment	Annual Plan
Yes	Voluntary Conversion Initial Assessment	Annual Plan

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

[24 CFR Part 903.7 9 (a)]

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

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

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ability	Size	Locatio n
Income <= 30% of AMI	712	4	4	2	3	2	4
Income >30% but <=50% of AMI	856	4	4	2	3	2	2
Income >50% but <80% of AMI	1,198	2	4	2	3	1	4
Elderly	1,238	3	4	2	4	1	4
Families with Disabilities	372	5	5	2	4	2	4
Race/Ethnicity	401	2	2	2	1	1	1
Race/Ethnicity	215	2	2	2	1	1	1
Race/Ethnicity	40	2	2	2	1	1	1
Race/Ethnicity	915	2	2	2	1	1	1

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: 1995-1999
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset 1990/published 1993
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:

Other sources: (list and indicate year of information)

Diana T. M0yers and Associates, Fair Housing Analysis for the Borough of State College and the Centre Region, Glenside, Pennsylvania, November 1991

Assisted Housing Inventory, Office of Planning and Community Development, State College Borough, 1999

Centre County Affordable Housing Coalition Membership Survey, 1999

NOTE: Complete information from the 2000 Census to update this data is not yet available. The information that was released in June of 2002 was not sufficient to update

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

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

<b>Housing Needs of Families on the Waiting List</b>			
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	263		83
Extremely low income <=30% AMI	203	77%	
Very low income (>30% but <=50% AMI)	60	23%	

**Housing Needs of Families on the Waiting List**

Low income (>50% but <80% AMI)	0	0	
Families with children	70	27%	
Elderly families	36	14%	
Families with Disabilities	59	22%	
Race/ethnicity W	242	92%	
Race/ethnicity B	15	6%	
Race/ethnicity AA	3	1%	
Race/ethnicity AP	3	1%	

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)?  No  Yes (only for families/individuals at Or below 30% of area median income at this time)

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes

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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		# of families	% of total families
Waiting list total	12		5	Waiting list total	367	
Extremely low income <=30% AMI	7	58%		Extremely low income <=30% AMI	232	63%
Very low income (>30% but <=50% AMI)	5	42%		Very low income (>30% but <=50% AMI)	135	37%
Low income (>50% but <80% AMI)	0	0		Low income (>50% but <80% AMI)	0	0
Families with children	12	100%		Families with children	177	48%
Elderly families				Elderly families	149	40%
Families with Disabilities				Families with Disabilities	149	40%
Race/ethnicity W	12	100%		Race/ethnicity	345	94%
Race/ethnicity B	0	0		Race/ethnicity	20	5%
Race/ethnicity AA	0	0		Race/ethnicity	0	0
Race/ethnicity AP	0	0		Race/ethnicity	2	1%
Characteristics by Bedroom Size				Characteristics by Bedroom Size		

(Public Housing Only)				(Public Housing Only)		
1BR				1BR		
2 BR				2 BR		
3 BR	12			3 BR		
4 BR				4 BR		
5 BR				5 BR		
5+ BR				5+ BR		

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

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes

### C. Strategy for Addressing Needs

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

#### (1) Strategies

##### **Need: Shortage of affordable housing for all eligible populations**

The HACC will address the identified needs by using appropriate resources to maintain and preserve our existing stock and when appropriate and feasible apply for additional grants and loans from federal, state and local sources, including private sources to help add to the affordable housing available in our community. We intend to work with the local Department of Welfare and Centre County MH/MR to try and meet some of the identified needs.

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

Select all that apply

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

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

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

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

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

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

Select all that apply

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

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

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

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work

Other: (list below)

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

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

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

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

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

Select all that apply

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

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

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

Select if applicable

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

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

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2002 grants)</b>		
a) Public Housing Operating Fund	73,443	
b) Public Housing Capital Fund	41,779	
c) HOPE VI Revitalization	-0-	
d) HOPE VI Demolition	-0-	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
e) Annual Contributions for Section 8 Tenant-Based Assistance	2,500,000.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	-0-	
g) Resident Opportunity and Self-Sufficiency Grants	-0-	
h) Community Development Block Grant	-0-	
i) HOME	-0-	
Other Federal Grants (list below)		
Family Self-Sufficiency Coordinator	10,400.00	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
CFP 2001	2,571.29	
CFP2002	41,779	
<b>3. Public Housing Dwelling Rental Income</b>	42,500	
<b>4. Other income (list below)</b>		
Laundry/Late Charges	7,500	
<b>4. Non-federal sources (list below)</b>	-0-	
<b>Total resources</b>	2,678,193.20	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses

### **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: When the HACC estimates that the applicant can be housed within 60 days.
- 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) Credit History

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) The HACC only has one complex of 20 3-bedrooms public housing units, therefore only one Public Housing waiting list exists.

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)

The HACC operates one 20 unit Public Housing complex that consists of all 3-bedroom units, 2 of which are adaptable/accessible. The only transfers that would take precedence over new admissions are if a current occupant of another unit of the same complex who has a disability which requires the accessibility features of the adaptable accessible vacant unit.

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.

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in 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**

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)

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

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

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

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

- Criminal or drug-related activity  
 Other (describe below)

The family's current address. The name and address of the family's prior landlord and address if known to the HACC.

**(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 moderate rehabilitation
- Federal public housing
  
- 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)

Beaver Farm Apartments Office  
121 Beaver Farm Lane  
Bellefonte, PA 16823

**(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:

1. The family has demonstrated a reasonable effort to locate suitable housing during the initial term with out success.
2. The family has submitted a Request for Lease Approval prior to the expiration of the 60-day period, but the unit has not passed Housing Quality Standards.
3. Extenuating circumstances such as hospitalization, family emergencies, etc. that effect the family's ability to locate an acceptable unit within the initial term but are not expected to effect their search during the additional period.
4. The family requires and extension because of the disability of a family member

**(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

"1" Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- 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)

Television-C-Net channel-7, Channel-4 Public Service Announcements, Correspondence to local human service agencies

**4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

**A. Public Housing**

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

**(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:

- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

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

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

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

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

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

f. Rent re-determinations:

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

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

Changes in household composition must be reported anytime there is a change and within 14 days of the date of the change. Changes in income must be reported anytime there is an increase or decrease within 14 days of the date of the change. Increases in income will not be calculated in the rent until the annual recertification. Decreases in income that result in any decrease in rent will be effective the first of the month following the reported change as long as they have been properly verified in accordance with the provisions of the HA's Administrative Plan.

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)

70% of the current Fair Market Rent

**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)

**A. PHA Management Structure**

Describe the PHA’s management structure and organization.

(select one)

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

**B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers		

(list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

**C. Management and Maintenance Policies**

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

- (1) Public Housing Maintenance and Management: (list below)
- (2) Section 8 Management: (list below)

**6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

**A. Public Housing**

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

If yes, list additions to federal requirements below:

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

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

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

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
- Other (list below)

**7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

**A. Capital Fund Activities**

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

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

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

Select one:

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

-or-

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

## 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 Grant Number

Date of Grant Approval: \_\_\_\_\_

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	4,177
3	1408 Management Improvements	
4	1410 Administration	5,645
5	1411 Audit	1,000
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	

9	1450	Site Improvement	27,021
10	1460	Dwelling Structures	
11	1465.1	Dwelling Equipment-Nonexpendable	
12	1470	Nondwelling Structures	
13	1475	Nondwelling Equipment	
14	1485	Demolition	
15	1490	Replacement Reserve	
16	1492	Moving to Work Demonstration	
17	1495.1	Relocation Costs	
18	1498	Mod Used for Development	4,000
19	1502	Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>		<b>41,843</b>
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
PA26-1	Operations	1406	4,177

PA26-1	Salaries/benefits, Internet access for Community Room and Beaver Farm Office	1410	5,645
PA26-1	Exhaust system for laundry	1450	500
PA26-1	Paint 5 turn over units	1450	1,750
PA26-1	5 replacement windows	1450	725
PA26-1	18 units replace doors and drawers	1450	13,050
PA26-1	5 units replace carpeting	1450	6,000
PA26-1	Plant 5 trees around playground	1450	1,000
PA26-1	Remove brush and trim trees behind building	1450	3,996
PA26-1	Consultant for possible mixed finance project	1430	4,000
PA26-1	Audit	1411	1,000

**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)
PA26-1	06-30-06	06-30-07

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

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

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

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

b. If yes to question a, select one:

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

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

**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	
PA26-1	Beaver Farm Apartments	0	0	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Administration, operations, paint 5 turnover units, paint exterior trim, vents and doors, 5 replacement windows, replace carpet in 5 units. Replace yards in front of 20 units. Seal parking lot and paint lines			\$41,843	2004
Administration, operations, paint 5 turnover units, 5 replacement windows, remove skylights & replace lower roof, replace carpet in 5 units.			\$41,843	2005
Administration, operations, paint 5 turnover units, 5 replacement windows, replace upper roof, replace carpet in 5 units. Replace sections of sidewalk pads.			\$41,843	2006
Administration, operations, paint 5 turnover units, seal parking lot/paint lines, Convert 20 units to heat pumps.			\$41,843	2007

<b>Total estimated cost over next 5 years</b>	<b>167,372</b>	

## 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.)

<b>Demolition/Disposition Activity Description</b>
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.

<b>Designation of Public Housing Activity Description</b>
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: <u>(DD/MM/YY)</u>
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 (0j)]

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

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

2. Activity Description

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

<b>00Conversion of Public Housing Activity Description</b>
1a. Development name: Beaver Farm Apartments 1b. Development (project) number: PA088
2. What is the status of the required assessment? <input checked="" 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 checked="" 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:

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

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

**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.)

<b>Public Housing Homeownership Activity Description</b> (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.

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

1. Cooperative agreements:

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

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

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

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

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

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)


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

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

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

**C. Welfare Benefit Reductions**

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

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

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

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

[24 CFR Part 903.7 9 (m)]

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

**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 2002 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

#### **Section 4: Certifications**

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

#### **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: State of Pennsylvania

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

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

Target available assistance to the elderly: Apply for special-purpose vouchers targeted to the elderly, should they become available. Conduct activities to affirmatively further fair housing, 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. Maintain or increase Section 8 lease up rates by marketing the program to Owners, particularly those outside of areas of minority and poverty Concentration.

Other: (list below)

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

- Maintain and improve the quality of housing
- Link housing and supportive services
- Improve rental housing opportunities
- Examine and address need of homeless persons with disabilities
- Further Fair Housing

**19. Definition of “Substantial Deviation” and “Significant Amendment or Modification” {903.7(r)}:**

**Substantial Deviation of Annual Plan from the 5-year plan**

The HA of CC will consider any changes in the annual plan that do not coincide with the mission statement or established goals of the five year plan to be a substantial deviation.

**Significant Amendment or Modification of the Annual Plan**

The HA of CC will consider the following significant amendments to the annual plan:

Changes to rent or admissions policies or organization of the waiting list;

Additions of non-emergency work items (items not included in the current annual statement or 5-year actin plan) or change in us of replacement reserve funds under the Capital fund;

Additions of new activities not included in the current PHDEP Plan;

Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

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

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

## Attachments

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

### ATTACHMENT A: DECONCENTRATION STATEMENT

The Housing Authority of Centre County Operates one Public Housing community of 20 3-bedroom units (Beaver Farm Apartments), therefore, deconcentration of lower income families into higher income communities is not possible.

### ATTACHMENT B: COMMUNITY SERVICE REQUIREMENT

The Housing Authority's will carry out the administration of the Community Service Requirement through a partnership with the Volunteer Center of Centre County.

The Housing Authority will enter into an memorandum of understanding with the Volunteer Center of Centre County to council and place non-exempt Beaver Farm residents in volunteer positions, maintain records on volunteer hours for each resident who access the center to meet the community service requirement, prepare third party verifications of compliance, and provide a list of qualifying volunteer opportunities to the Housing Authority for distribution to residents in the community service packet.

Beaver Farm residents have been notified of the 8-hour requirement which included a brief overview. Residents will be sent the specific details of the policy and exemptions along with an amendment to their lease agreement in September of 2000 with an effective date of January 1, 2001.

A memorandum of understanding, community service/self-sufficiency work activities, policy, request for exemption from public housing community service requirement, community service verification form, non-compliance form letter and community service on-compliance cure agreement have been created and will be ready for the effective date of this policy.

The Housing Authorities policy on Community Service is as follows:

Determination of exemption: Exemptions will be determined by a third party verification. Verification is to be provided by the Social Security Office, the local welfare office, school, vocational training program or an employer.

Process for claiming exemption status: All residents age 18 and over will complete a request for community service exemption form at the time of final application for admittance to public housing and at annual recertification. For an interim change in status the family must request and complete a qualification for exemption form by way of appointment from the office within 14 days of the date of the change.

Notification to resident of service requirement: Current residents will be issued a community service packet, which includes instructions for compliance. New residents will be given the community service packet upon the final interview for completion.

This packet will include a written description of the service requirement, the process for claiming status as an exempt person, the process for PHA verification of such status and a guidance list of qualifying activities along with the contact name and telephone number of the partnering agency. A written notification of determination identifying family members who are subject to the service requirement and the family members who are exempt will be sent by first class mail to the affected residents upon verification of exemption status.

Assurance of compliance: To verify resident compliance the Housing Authority at annual recertification will third party verify to the Volunteer Center or appropriate agency previously approved for each adult non exempt resident.

Upon verification of non-compliance, and will include a statement that the Housing Authority will not renew the lease at the end of the lease term unless the non-compliant resident enters into a written agreement to cure the non-compliance or the family provides a written assurance that the non-compliant member no longer resides in the unit. The Written notification will include a statement on grievance hearing and the tenant may exercise any available judicial remedy to seek timely redress of the PHA's non renewal of the lease for such a determination. If the non-compliant resident does not cure the deficiency or the non-compliant resident does not leave the unit the Housing Authority will not renew the lease.

## ATTACHMENT C: PET POLICY

The Housing Authority pet policy is as follows:

Definition: Pet a common household pet means a small domestic animal such as a cat, bird, small caged rodent, dog under 25 pounds at maturity, turtle or fish traditionally kept in the home for pleasure rather than for utility or commercial purposes. Snakes, alligators, crocodiles and the like shall

not be considered common household pets. Excepting those specifically mentioned within this paragraph, all other “pets” shall be considered as not permitted within Beaver Farm Apartments.

No more than one fur-bearing pet is permitted in an apartment. There may be no more than two birds or small caged animals per apartment. No limit is placed on the number of fish, however, the size of the fish tank may not exceed 20 gallons. Guests are not permitted to bring any type of pet onto the premises.

Location of pets in the building. There are no restrictions on the total number of apartments nor are there restrictions on the location of apartments that maintain pets in the facility. Pets shall not be brought into hallways, lobbies or community room except to pass through those spaces while entering or leaving the project, this does not include animals that assist, support or provide service to persons with disabilities. Pets must be either on a leash or in a cage when leaving or entering the building.

Pet deposit: Each pet owner must provide a pet security deposit in the amount of \$500 of which \$150 is non-refundable in addition to the standard rental security deposit. This deposit shall be maintained in a separate account as provided for by state law and HUD regulations for the maintenance of security deposits. The amount of the pet deposit is established to reflect the potential cost of replacing carpeting and other furnishings as a result of pet odors, stains and damage.

Upon termination of residence by the pet owner or removal of pets from the tenant’s apartment, all or part of the refundable portion of the deposit will be refunded dependent upon needed repairs and maintenance. The need of repairs and maintenance shall be determined by the landlord. In the event the pet deposit is insufficient to cover the costs of repairs and maintenance the tenant will be responsible for and shall be assessed the difference.

Liability for damages, cleaning: The tenant shall be liable for all damages to Beaver Farm Apartments caused by his/her pet and shall be liable for all cleaning, defleaing and deodorizing required because of such pet. If the damaged item cannot be satisfactorily cleaned or repaired subject to landlord’s satisfaction, at landlord’s discretion tenant must pay for complete replacement of the damaged item. Payment for damages, repairs, cleaning or replacements shall be due immediately upon demand.

No limit of liability: The amount of security deposit under the pet agreement in no way limits the tenant’s liability for property damage, cleaning, deodorized or defleaing of the premises. Additionally, the amount of the security deposit shall not limit tenant’s liability for personal injuries, claims or costs as outlined in the pet agreement.

Multiple residents: Tenants of any apartment shall be jointly and severally liable for all damages caused by the pet and shall be liable for all terms and conditions under the pet agreement.

Description of pet: Only the pet described in the pet application is authorized to be in the tenant’s dwelling unit. No other pets are permitted on the premises. In the event the tenant desires a new pet, the tenant must file a new pet application for consideration.

Registration: Every cat, dogs must be registered with the management upon admission and annually on the anniversary date of admission. A photograph of the pet must accompany the registration. Cats and dogs must have current inoculations, as appropriate to the species including, but not limited to feline distemper shots. Such tests, vaccines or shots shall be maintained on an annual basis, unless otherwise specified by a veterinarian. A verification letter that a cat or dog has been spayed or neutered is required prior to admission. Proof of liability insurance, evidence of a flea control program and verification of an alternate caretaker are also required.

Alternate caretaker: Tenant must supply the landlord with names of two persons who are willing to accept responsibility for care of the said pet in the event of an emergency, i.e., in the absence of tenant or tenant's inability to adequately maintain the pet. In the event the landlord is unable to notify the alternate caretaker, the landlord at the tenant's expense shall make arrangements for the care of the pet. The tenant absolves landlord and its agents of any and all liability for any action taken by the landlord on behalf of the tenant, or the well being of the pet. No pets may be left unattended overnight.

Violations of rules: If any rule or provision of the pet agreement is violated by tenant or tenant's guest or occupants in the sole judgement of the landlord, the tenant shall immediately and permanently remove the pet from the premises upon written notification by the landlord.

Complaint Process: Management of Beaver Farm will develop a system for handling complaints regarding pet ownership.

Complaints about pet: Tenant agrees to immediately and permanently remove the pet from the premises if the landlord receives reasonable complaints from neighbors and/or other tenants or if the landlord in the landlords sole discretion, determines that the pet has disturbed the rights, comforts, or convenience of neighbors or other tenants.

Courtesy: Beaver Farm recognizes that pets can be therapeutic for those who enjoy, own and care for them. However, pets can be threatening to others who for whatever reason are fearful or allergic to animals. Tenants must exercise common courtesy to tenants and staff in dealing with their pet.

Landlords responsibility to pet's health: The landlord shall not be responsible for any damage or illness to pets caused by extermination, maintenance or repair done by the landlord, and/or contracted services by or on their behalf.

Pet Rules/Regulations: The tenant is responsible for the actions of their pets at all time. The tenant agrees to abide by the following rules and regulations:

Tenant agrees that the pet will not disturb the right of any tenant to the quiet enjoyment of the premises and related project facilities, adversely affect the health or safety of any person, or interfere with management of the project or have an adverse financial effect on the project.

Pets shall not be tied to any fixed object inside or outside the dwelling unit, including the building vestibules, walkways, stairwells, parking lots, tables, benches, shrubs, trees, or any other part of the property.

All cats should be declawed prior to occupancy. Female cats and dogs over six months must be spayed and males over eight months must be neutered, unless a letter is received from licensed veterinarian giving medical reason why such action is detrimental to the pet's health.

Cats and dogs are required to be "house-broken". Cats must be litter box trained. Cat owners shall bag, in plastic, "kitty litter", tie securely and drop in specified trash receptacles. Kitty litter boxes must be kept clean and odorless. Tenants must clean up droppings of pets who are walked outside and dispose of pet waste in securely sealed bags and placed in the dumpster.

All cats and dogs shall have up-to-date immunizations pursuant to all applicable state and local laws and it shall be the responsibility of the tenant to provide proof of such annual immunizations to the landlord.

It shall be the sole responsibility of the tenant to keep the pet parasite free (including fleas and ticks).

The tenant is solely responsible for the safety and well being of his/her pet when management exterminates the tenant's apartment unit.

Additional Rules: The landlord may from time to time have the right to make reasonable changes and additions to the rules, policies and guidelines outlining pet ownership. Changes shall be in writing and distributed to all tenants that are permitted to have pets.

Management's Determination: Landlord reserves the right to prohibit the admission of any pet in cases where it determines the pet or pet owner will not be able to meet the requirements of the pet agreement.

Beaver Farm Residents will be notified by U.S. Mail in a timely manner of the new regulation regarding pet ownership in public housing. The notification will include the Housing Authorities policies and procedures for the tenant to be able to have a pet in their unit and an addendum to their lease agreement.

The following forms have been generated, pet application, pet ownership determination form and pet agreement addendum to the lease.

#### ATTACHMENT D: PROGRESS REPORT

The Housing Authority of Centre County has been proactive in its efforts to meet the goals identified in its Five-Year Plan FY 2000 to 2004.

Goal: Expand the supply of assisted housing:

The Housing Authority applied for 125 Fair Share Vouchers for FY 2002 in March of 2002. The Housing Authority has received awards of a total of 100 additional Housing Choice Vouchers since FY 2000. If awarded the 125 vouchers for FY 2002 the HA will have increased its program 56% over the course of 3 years.

Goal: Improve the quality of assisted housing:

The Housing Authority has received its advisory score for FY 2000 Public Housing Assessment System (PHAS). The HA has not been scored for FY 2001 (PHAS). It is anticipated that we will be a High Performer once again. The Housing Authority has been officially notified of its assessment status under the FY 2000 Section 8 Management Assessment System (SEMAP) as a High Performer. We have not received notice of FY 2001 SEMAP. It is anticipated the we will continue High Performer Status.

Goal: Increase assisted housing choices:

The Housing Authority provides on going mobility counseling as part of the briefing process. The Housing Authority maintains its payment standard at 100% of the Fair Market Rent (FMR). Housing Authority staff is participating on the Permanent Housing Committee that was developed this past year out of the recommendation of the United Way Needs Assessment/Recommendations for action from Special Task Forces. The mission of the committee is to promote permanent affordable housing opportunities for Centre County residents. The group will provide a forum for sharing information about permanent affordable housing and will encourage networking opportunities among members. The HA conducted a Housing Quality Standards Seminare for new and existing landlords on February 12, 2002.

Goal: Provide an improved living environment:

Fencing was completed at Beaver Farms in September of 2001. A basketball court and standards will be installed by fall of this year.

Goal: Promote self-sufficiency and assets development of assisted households

The HA installed internet service in the Beaver Farm Community Room. Residents were notified by newsletter that the computer was available by Appointment to look up jobs on the Career Link website and for children to do research for school projects.

The Family self-sufficiency Program under the Housing Authorities Section 8 Rental Assistance program includes 38 participants as of June 1, 2002. The Housing Authorities minimum program size is 33. The Family self-sufficiency Coordinator actively markets the program through semi-annual Newsletters sent to all current Section 8 Rental Assistance Participants and follow up calls/visits on new admission/recertifications that indicate they are interested in finding out more about the program.

Goal: Ensure Equal opportunity and affirmatively further fair housing:

The Housing Authority displays equal opportunity signs at all locations in visible places. HUD 903.1 is included in all briefing packets. Fair Housing brochures are included in the landlord information packet that is mailed to landlords that inquire about the programs offered by the Housing Authority.

The Housing Authority provides maps and housing resource lists to council section 8 tenants on units located outside areas of poverty and minority concentration.

The Housing Authority does an annual rent reasonableness survey. The survey is sent to landlords/ rental agencies for information on units that are not assisted. The November 27, 2001 survey letter requested that landlords that are interested in making modifications to units for persons with disabilities contact the office to be placed on the housing resource list as such. There were no responses to the request. This question will continue be included on all future survey letters.

The HA provides information on where to get help for persons who need help with accessibility modifications in their apartment or home. They are referred to Centre PA Community Action to see if they may qualify for funds from their Access Grant.

#### ATTACHMENT E: RESIDENT MEMBERSHIP OF THE PHA GOVERNING BOARD

The Housing Authority of Centre County does not have a resident serving on its PHA Governing Board.

The Housing Authority of Centre County operates 20 Public Housing units and meets the Small PHA exception. The Housing Authority provided a written notice of the opportunity to serve on the PHA Board to the Resident Advisory Board on June 25, 2002. Members were given until July 25, 2002 to respond.

The next term expiration that would provide an opportunity to appoint a resident to the board is March 31, 2003. The appointing official is H. Scott Conklin, Chairman, Centre County Commissioners.

#### ATTACHMENT F: MEMBERSHIP OF THE RESIDENT ADVISORY BOARD

James Tate  
Janet Tate

Jane Guyer  
Teresa Wilson

ATTACHMENT G: CFP Performance and Evaluation Report/Budget Revisions for FY's 2000, 2001 and 2002

**CAPITAL FUND PROGRAM TABLES START HERE**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name: Housing Authority of Centre County</b> 602 E. Howard Street Bellefonte, PA 16823		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P088903-00 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2000
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no:2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6-30-02              Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration	6,198	5,454.40	5,454.40	5,454.40
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	2,500	5,104.60	5,104.60	1,650
10	1460 Dwelling Structures	-0-	26,000	26,000	26,000
11	1465.1 Dwelling Equipment—Nonexpendable	26,000	-0-		
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	8,500	6,639	6,639	6,639
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				

## Annual Statement/Performance and Evaluation Report

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

<b>PHA Name:</b> Housing Authority of Centre County 602 E. Howard Street Bellefonte, PA 16823		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P088903-00 Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b> 2000	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no:2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6-30-02           Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	43,198	43,198	43,198	39,743.40
22	Amount of line 21 Related to LBP Activities	0			
23	Amount of line 21 Related to Section 504 compliance	0			
24	Amount of line 21 Related to Security – Soft Costs	0			
25	Amount of Line 21 Related to Security – Hard Costs	0			
26	Amount of line 21 Related to Energy Conservation Measures	0			







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

PHA Name: Housing Authority of Centre County  
602 E. Howard Street  
Bellefonte, PA 16823

Grant Type and Number  
Capital Fund Program Grant No: PA26P08850101  
Replacement Housing Factor Grant No:

Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement  
 Performance and Evaluation Report for Period Ending: 6-30-02 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		
		Original	Revised	
1	Total non-CFP Funds			
2	1406 Operations	4,390	1,490	1,490
3	1408 Management Improvements			
4	1410 Administration	6,611	3,611	3,611
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs	0	3,000	3,000
8	1440 Site Acquisition			
9	1450 Site Improvement	23,861	2,211	350
10	1460 Dwelling Structures	-0-	25,750	25,750
11	1465.1 Dwelling Equipment—Nonexpendable			
12	1470 Nondwelling Structures			
13	1475 Nondwelling Equipment	9,039	7,839	6,606
14	1485 Demolition			
15	1490 Replacement Reserve			
16	1492 Moving to Work Demonstration			
17	1495.1 Relocation Costs			
18	1499 Development Activities			
19	1501 Collateralization or Debt Service			
20	1502 Contingency			
21	Amount of Annual Grant: (sum of lines 2 – 20)	43,901	43,901	41,320
22	Amount of line 21 Related to LBP Activities	0		
23	Amount of line 21 Related to Section 504 compliance	0		
24	Amount of line 21 Related to Security – Soft Costs	0		
25	Amount of Line 21 Related to Security – Hard Costs	0		
26	Amount of line 21 Related to Energy Conservation Measures	0		

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

PHA Name: Housing Authority of Centre County		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26PO88903-00 Replacement Housing Factor Grant No:			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	
				Original	Revised
PA26-1	Basketball Court/Standards	1450		16,211	-0-
PA26-1	Paint 10 Turnover units	1450	5	3,500	1,750
PA26-1	Remove brush/cutdown weeds	1450		8,250	461
PA26-1	Central A/C for 10 Units	1460		-0-	25,750
PA26-1	IBM Wheelwriter Typewriter	1475		650	
PA26-1	Lawn Tractor	1475		3,500	6,400
PA26-1	Leaf Blower	1475		239	
PA26-1	TV/VCR for Video Training Tapes	1475		550	
PA26-1	Salaries/Benefits/Internet Access	1410		6,611	3,611
PA26-1	Operations	1406		4,390	1,490
PA26-1	Architect for Central A/c	1430		0	3,000

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

PHA Name: Housing Authority of Centre County		<b>Grant Type and Number</b> Capital Fund Program No: PA26PO8850101 Replacement Housing Factor No:					<b>Federal</b>
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			
	Original	Revised	Actual	Original	Revised	Actual	
PA26-1	06-30-03			06-30-04			

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

PHA Name: Housing Authority of Centre County		Grant Type and Number Capital Fund Program No: PA26PO8850101 Replacement Housing Factor No:					Federal
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			
	Original	Revised	Actual	Original	Revised	Actual	

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

PHA Name: Housing Authority of Centre County 602 E. Howard Street Bellefonte, PA 16823		Grant Type and Number Capital Fund Program Grant No: PA26P08850102 Replacement Housing Factor Grant No:				
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no:1)		
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		Final Performance and Evaluation Report				
Line No.	Summary by Development Account	Total Estimated Cost				
		Original	Revised			
1	Total non-CFP Funds					
2	1406 Operations	4,184				
3	1408 Management Improvements					
4	1410 Administration	5,706	5,645			
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs					
8	1440 Site Acquisition					
9	1450 Site Improvement	29,950				
10	1460 Dwelling Structures					
11	1465.1 Dwelling Equipment-Nonexpendable					
12	1470 Nondwelling Structures					
13	1475 Nondwelling Equipment	2,000				
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs					
18	1499 Development Activities					
19	1501 Collateralization or Debt Service					
20	1502 Contingency					
21	Amount of Annual Grant: (sum of lines 2 – 20)	41,843	41,779			

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

PHA Name: Housing Authority of Centre County 602 E. Howard Street Bellefonte, PA 16823	Grant Type and Number Capital Fund Program Grant No: PA26P08850102 Replacement Housing Factor Grant No:
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no:1)  
 Performance and Evaluation Report for Period Ending: **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost	
		Original	Revised
22	Amount of line 21 Related to LBP Activities	0	
23	Amount of line 21 Related to Section 504 compliance	0	
24	Amount of line 21 Related to Security – Soft Costs	0	
25	Amount of Line 21 Related to Security – Hard Costs	0	
26	Amount of line 21 Related to Energy Conservation Measures	0	



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

PHA Name: Housing Authority of Centre County			<b>Grant Type and Number</b> Capital Fund Program No: PA26PO8850102 Replacement Housing Factor No:				Federal
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			
	Original	Revised	Actual	Original	Revised	Actual	

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

PHA Name: Housing Authority of Centre County 602 E. Howard Street Bellefonte, PA 16823	Grant Type and Number Capital Fund Program Grant No: PA26P08850101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: 2)  
 Performance and Evaluation Report for Period Ending: 6-30-02 **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	4,390	1,490	1,490	1,490
3	1408 Management Improvements				
4	1410 Administration	6,611	3,611	3,611	3,611
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	0	3,000	3,000	3,000
8	1440 Site Acquisition				
9	1450 Site Improvement	23,861	2,211	350	350
10	1460 Dwelling Structures	-0-	26,271.73	26,271.73	22,978.27
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	9,039	7,317.27	6,606.98	6,606.98
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	43,901	43,901	41,329.71	38,036.25
22	Amount of line 21 Related to LBP Activities	0			

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

PHA Name: Housing Authority of Centre County 602 E. Howard Street Bellefonte, PA 16823	Grant Type and Number Capital Fund Program Grant No: PA26P08850101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: 2)  
 Performance and Evaluation Report for Period Ending: 6-30-02 **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
23	Amount of line 21 Related to Section 504 compliance	0			
24	Amount of line 21 Related to Security – Soft Costs	0			
25	Amount of Line 21 Related to Security – Hard Costs	0			
26	Amount of line 21 Related to Energy Conservation Measures	0			

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

PHA Name: Housing Authority of Centre County		Grant Type and Number Capital Fund Program Grant No: PA26PO88903-00 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA26-1	Basketball Court/Standards	1450		16,211	-0-			
PA26-1	Paint 10 Turnover units	1450	5	3,500	1,750	350	350	In progress
PA26-1	Remove brush/cutdown weeds	1450		8,250	461			
PA26-1	Central A/C for 10 Units	1460		-0-	26,271.73	26,271.73	22,978.27	Complete
PA26-1	IBM Wheelwritier Typewriter	1475		650		489	489	Complete
PA26-1	Lawn Tractor	1475		3,500	5,878.27	5,329	5,329	Complete
PA26-1	Leaf Blower	1475		239		239	239	Complete
PA26-1	TV/VCR for Video Training Tapes	1475		550		549.98	549.98	Complete
PA26-1	Salaries/Benefits/Internet Access	1410		6,611	3,611	3,611	3,611	Complete
PA26-1	Operations	1406		4,390	1,490	1,490	1,490	Complete
PA26-1	Architect for Central A/c	1430		0	3,000	3,000	3,000	Complete

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

PHA Name: Housing Authority of Centre County		Grant Type and Number Capital Fund Program Grant No: PA26PO88903-00 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	

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

PHA Name: Housing Authority of Centre County		Grant Type and Number Capital Fund Program No: PA26PO8850101 Replacement Housing Factor No:				Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PA26-1	06-30-03			06-30-04			

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

PHA Name: Housing Authority of Centre County		Grant Type and Number Capital Fund Program Grant No: PA26PO88903-00 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	

**Table Library**