

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2003

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

**PHA Plan
Agency Identification**

PHAName: Housing Authority of the City of Pasco and Franklin County

PHANumber: WA021

PHAFiscalYearBeginning: 07/2003

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHAF ISCAL YEARS 2001 -2005
 [24CFRPart903.5]

A.Mission

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

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

The mission of the Housing Authority of the City of Pasco and Franklin County is to provide safe, sanitary, and affordable housing and housing assistance; serving the needs of the low -income, very low -income, and extremely low -income population in the PHA's jurisdiction in a non -discriminatory manner.

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 EN COURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include target sets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the space to the right of or below the stated objectives.

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

- PHA Goal: Expand the supply of assisted housing
 Objectives:
 - Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities: **i.e., HOME, FmHA, CTED/Housing Finance Commission**
 - Acquire or build units or developments
 - Other (list below) **Consider designating tenant based vouchers to project based vouchers to preserve affordability of existing housing.**
- PHA Goal: Improve the quality of assisted housing
 Objectives:
 - Improve public housing management: (PHAS score) **Our goal is to Maintain High Performer Status**

- Improve voucher management:(SEMAP score) **Our Goal is to Maintain High Performer Status**
 - Increase customer satisfaction:
 - Concentrate on effort to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other:(list below)
- Consider designating tenant based voucher to project based vouchers to preserve affordability of existing housing.**

- PHA Goal: Increase assisted housing choices
Objectives:
 - Provide voucher mobility counseling:
 - Conduct outreach effort 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)

Investigate feasibility of converting public housing to vouchers and implement if effective.
Continue to pursue inter jurisdictional agreement with City of Kennewick.

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

- PHA Goal: Provide an improved living environment
Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements:
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other:(list below)

Continue to provide outside agency services, if possible; i.e., Meals on Wheels, Boys and Girls Club, computer lab, health screenings, resident council activities.

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: **WEX training site, Green Thumb site**

Provide or attract supportive services to increase independence for the elderly or families with disabilities. (**Meal on Wheels, Health Department presentations**)

Other: (list below)

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability:

Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability:

Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

Other: (list below)

Other PHA Goals and Objectives: (list below)

The mission of the Housing Authority of the City of Pasco and Franklin County is to provide safe, sanitary, and affordable housing and housing assistance; serving the needs of the low-income, very low-income, and extremely low-income population in the PHA's jurisdiction in a non-discriminatory manner. To accomplish our mission, we will pursue partnerships with local agencies and pursue consolidation with other Housing Authorities.

FIVE-YEAR GOALS

The goals and objectives adopted by the Pasco Housing Authority are consistent with the Strategic Plan of the City of Pasco's Consolidated Plan:

Goal One: Encourage the availability of affordable housing to all economic segments of the population, promote a variety of residential densities and housing,

and encourage preservation of existing housing stock and enhancing homeownership opportunities.

Objectives:

1. Encourage and assist revitalization of distressed neighborhoods through Housing Quality Standards inspection process and rehabilitation of four existing facilities.
2. Improve safety and livability of neighborhoods through partnerships with local Police Department and continued implementation of PHA's Drug Elimination Program.
3. Restore and improve properties through Comprehensive Modernization Program.
4. Reduce slum and blight conditions through Housing Quality Standards inspection process.

Goal Two: Provide decent housing

Objectives:

1. Provide affordable owner/occupied housing through the implementation of the HOME Program when applicable.
2. Make available permanent housing that is affordable to low income persons without discrimination through the efficient operation of PHA's owned public housing program and efficient management of PHA's Section 8 rental assistance program.
3. Provide subsidies to low income person for existing rental housing through utilization of Federal Section 8 rental assistance programs and State Housing Finance Commission programs.

Goal Three: Assist Elimination of Barriers to Affordable Housing

Objectives:

1. Assist the City in identifying resources from private sector to reduce barriers to affordable housing.
2. Assist the City in identifying the number of homes in need of rehabilitation and assist implementation of the CDBG program to address rehabilitation need to increase the housing stock of decent, affordable housing.
3. Assist the City in identifying residents whose income is a barrier to home ownership because of increasing home purchase prices; and assist the City in implementing HOME program to buy down mortgage to create more homeownership opportunities for the low income population.

AnnualPHAPlan
PHAFiscalYear2003
 [24CFRPart903.7]

i. AnnualPlanType:

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

StandardPlan

StreamlinedPlan:

- HighPerformingPHA**
 SmallAgency(<250PublicHousingUnits)
 AdministeringSection8Only

TroubledAgencyPlan

ii. ExecutiveSummaryoftheAnnualPHAPlan

[24CFRPart903.79(r)]

ProvideabriefoverviewoftheinformationintheAnnualPlan,includinghighlightsofmajorinitiatives anddiscretionarypolicies,thePHAhasincludedintheAnnualPlan.

iii. AnnualPlanTableofContents

[24CFRPart903.79(r)]

ProvideatableofcontentsfortheAnnualPlan ,includingattachments,andalistofsupporting documentsavailablefor publicinspection .

AnnualPlan	TableofContents	Page#
1. HousingNeeds		7
2. FinancialResources		14
3. PoliciesonEligibility,SelectionandAdmissions		15
4. RentDeterminatio nPolicies		24
5. OperationsandManagementPolicies		28
6. GrievanceProcedures		29
7. CapitalImprovementNeeds		29
8. DemolitionandDisposition		31
9. DesignationofHousing		32
10. ConversionsofPublicHousing		33
11. Homeownership		34
12. CommunityServiceP rograms		36
13. SafetyandCrimePrevention		39
14. Pets		53
15. CivilRightsCertifications(includedwithPHAPlanCertifications)		
16. Audit		
17. AssetManagement		
18. OtherInformation		

Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration
- FY2003 Capital Fund Program Annual Statement
- Most recent board -approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY2003 Capital Fund Program 5 Year Action 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 an "X" in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certification of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdiction to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement. (see after table)	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance</i> ; <i>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
Resolution #99/00-703	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
Resolution #99/00-703	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
Resolution #99/00-701	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPEVI applications or, if more recent, approved or submitted HOPEVI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
PHA letter	Approved or submitted assessments of reasonable	Annual Plan: Conversion of

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
01.058	revitalization of public housing and approved plans submitted pursuant to section 202 of the 1996 HUD Appropriations Act	Public Housing
N/A	Approved plans submitted for public housing home ownership 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
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Act Section 8 Plan for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

Fair Housing Documentation:

Impediment 1

Although the city often waives setback requirements in order to accommodate the construction of ramps for accessibility purposes, there is no standardized process included in the existing regulations that provide a legal standing for these waivers. Although it has yet to be a problem, the lack of a specific exception in the codes and regulations could become an issue in the future.

Strategy

- ◆ City Community Development Department staff will request that the city Planning Department draft a formal change to city regulations that will include a standardized setback waiver request and approval process including required guidelines for waiver eligibility.
- ◆ Planning staff will develop a draft of proposed changes and present to the Planning Commission.

Evaluation Criteria and Oversight Responsibility

- ◆ A standardized procedure for granting set back waivers based on accessibility concerns will be proposed.
- ◆ It will be the Community Development Department staff who are responsible for seeing that this action is accomplished in time frames set forth.

Impediment 2

Lack of housing affordable to low and moderate income households in the west section of Pasco limits housing choice of those wishing to live in assisted housing to east side properties.

Strategy

- ◆ City Community Development Department staff will continue to work with the Pasco Housing Authority on its affordable housing development efforts in the Redwood Plaza and older areas of the city.
- ◆ The City will work with the Pasco Housing Authority to obtain additional Section 8 certificates for all of Pasco.

Evaluation Criteria and Oversight Responsibility

- ◆ It will be the Planning staff who is responsible for implementing these steps.

Impediment 3

Many applicants including Black, Native American, and Hispanic people have a much lower likelihood of being approved for conventional financing, limiting their access to homeownership. The most cited reason for denial of loan application was poor credit history, indicating that personal financial management is a major barrier to homeownership for many people.

Strategy

- ◆ In order to increase awareness and educational opportunities surrounding personal credit issues, the City Community Development Department staff will review the participants list of the annual "Family Affair" event to determine if Consumer Credit Counseling or similar non-profit is participating in the event. If not, the Community Development Department staff should request participation.
- ◆ City Community Development Department should request that the Housing Authority further examine this issue to determine if any of the credit counseling and/or household budgeting training offered can be better advertised or further outreach done.

Evaluation Criteria and Oversight Responsibility

- ◆ City Community Development staff will have an initial meeting with the Housing Authority and request that the responsibility of developing a plan for better outreach and education be undertaken and subsequently overseen by the Housing Authority.

- ◆ City Community Development Staff will begin to review HDM data on a quarterly basis to track trends and determine if additional outreach and education efforts are making a difference. The city will begin this activity immediately.

Impediment 4&5

There is very little professional real estate assistance that is based in Pasco. This may limit access to and choice among local real estate professionals with comprehensive, objective information about the Pasco market. Anecdotal data point to a kind of “steering” in the real estate services to the area. It is possible that real estate development professionals located within the City of Pasco will not steer customers away from the Pasco market.

Strategy

- ◆ City Community Development Department staff will request that Economic Development Department staff develop a strategy for bringing additional real estate services to the area. It is possible that real estate development professionals located within the City of Pasco will not steer customers away from the Pasco area.
- ◆ City Community Development Department staff will contact HUD Office of Fair Housing and Equal Opportunity for samples of Public Service Announcements that explain people’s rights relative to real estate services. Based on HUD guidance, the city will develop a Public Service Announcement to encourage people who have experience “steering” to file a complaint. This will help the city better document the problem and address specific incidents as they are reported.

Evaluation Criteria and Oversight Responsibility

- ◆ Community Development Department staff will review progress periodically.
- ◆ Community Development Department will request guidance from HUD and begin the process of developing a local PSA. The completion of the PSA and the resultant documentation of complaints received will mark success.

Impediment 6

Lack of outreach and education may be preventing a significant amount of potential homeowners from actually entering the market. In the rental market, lack of outreach and education may be preventing special needs households from locating appropriate rental housing. In addition, language barriers remain an obstacle for Hispanic renters.

Strategy

- ◆ City Community Development Department staff will request guidance from the Coalition of the Responsibly Disabled (CORD) regarding increased and improved outreach techniques for housing and the disabled.
- ◆ City Community Development Department staff will begin working with the Housing Authority to improve outreach and education techniques for potential homeowners.

- ◆ Obtain Fair Housing Posters written in Spanish and English. Ensure that posters are displayed at HUD -assisted housing projects, local Senior Center, Youth Center, and the Pasco Housing Authority.

Evaluation Criteria and Oversight Responsibility

- ◆ It will be the Community Development Department staff who is responsible for seeing that initial contacts are made with COR and the Housing Authority.

(See Regional Fair Housing Plan prepared by Common Ground, November 2001, pages 9 -11.)

1. Statement of Housing Needs

[24CFR Part 903.79(a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall 1,441	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	798	5	1	3	1	3	1
Income > 30% but <= 50% of AMI	490	4	1	3	1	3	1
Income > 50% but < 80% of AMI	153	3	1	2	1	3	1
Elderly	N/A	N/A	N/A	2	1	N/A	2
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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: 2000 -2004

- U.S.Censusdata:theComprehensiveHousingAffordabilityStrategy (“CHAS”)dataset
- AmericanHousingSurveydata
Indicateyear:
- Otherhousingmarketstudy
Indicateyear:
- Othersources:(listandindicateyearofinformation)

**B. HousingNeedsofFamiliesonthePublicHousingandSection8
Tenant-BasedAssistanceWaitingLists**

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.** PHA may provide separate tables for site - based or sub - jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant - based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site - Based or sub - jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	163		83
Extremely low income <= 30% AMI	29	18%	
Very low income (> 30% but <= 50% AMI)	133	82%	
Low income (> 50% but < 80% AMI)	1	1%	
Families with children	153	94%	
Elderly families	6	4%	
Families with Disabilities	4	2%	
Race/ethnicity (White/Hispanic)	86	53%	
Race/ethnicity (White/Non-Hispanic)	70	43%	
Race/ethnicity	6	4%	

Housing Needs of Families on the Waiting List			
(Black)			
Race/ethnicity (Asian/Pacific Islander)	1	1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	46	28%	
2BR	89	55%	
3BR	22	14%	
4BR	6	4%	
5BR	0	0%	
5+BR	0	0%	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant -based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site -Based or sub -jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	222		88
Extremely low income <= 30% AMI	26	12%	
Very low income (> 30% but <= 50% AMI)	193	87%	
Low income (> 50% but < 80% AMI)	3	1%	
Families with	193	87%	

Housing Needs of Families on the Waiting List			
children			
Elderly families	17	8%	
Families with Disabilities	12	5%	
Race/ethnicity (White/Hispanic)	80	36%	
Race/ethnicity (White/Non-Hispanic)	134	60%	
Race/ethnicity (Black)	8	4%	
Race/ethnicity (Asian/Pacific Islander)	0	0%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2BR			
3BR			
4BR			
5BR			
5+BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 4 months (since Dec. 11, 2002)			
Does the PHA expect to open the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (only FUP eligible per regulations)			

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off -line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease -uprates 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 -uprates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease -uprates 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) **Maintain existing outreach efforts**

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special -purpose voucher targeted to the elderly, should they become available
- Other: (list below) **Maintain existing outreach efforts**

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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) **Maintain existing outreach efforts**

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty/minority concentrations
- Other: (list below) **Continue participation and sponsorship of fair housing annual forums for the general public.**

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 903.79(b)]

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

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FFY 2003 grants)		
a) Public Housing Operating Fund	510,220	
b) Public Housing Capital Fund	555,194	
c) HOPEVI Revitalization	N/A	
d) HOPEVI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant -Based Assistance	1,501,395	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$0	
g) Resident Opportunity and Self - Sufficiency Grants	N/A	
h) Community Development Block Grant	N/A	
i) HOME	N/A	
Other Federal Grants (list below)	N/A	
Family Self -Sufficiency	17,000	Escrow Payments
2. Prior Year Federal Grants (unobligated funds only) (list below)		
2000 Capital Fund Grant (unobligated 3/31/03)	\$0	1999 and 2001 CF grants spent as of 3/31/03
2002 Capital Fund Grant (unobligated 3/31/03)	414,472	“
3. Public Housing Dwelling Rental Income	525,000	PH
4. Other income (list below)		
Late Fees, Reimbursements	20,000	PH
4. Non -federal sources (list below)		
Interest	6,000	PH
Total resources	3,549,281	

We specifically reserve the right to change this financial resources statement based on more recent, more complete information.

3.PHAPoliciesGoverningEligibility,Selection,andAdmissions

[24CFRPart903.79(c)]

A.PublicHousing

Exemptions:PHAsthatdonotadministerpublichousingarenotrequiredto completesubcomponent 3A.

(1)Eligibility

a.WhendoessthePHAverifyeligibilityforadmissiontopublichousing?(selectall thatapply)

- Whenfamiliesarewithinacertainnumberofbeingofferedaunit:(state number)
- Whenfamiliesarewithinacertaintimeofbeingofferedaunit:(statetime)
- Other:(describe) **Foradmissions,verificationswillbeconsideredvalidif datednoearlierthan90dayspriortotheadmissiondate.**

b.Whichnon-income(screening)factorsdoesthePHAusetoestablisheligibilityfor admissiontopublichousing(selectallthatapply)?

- CriminalorDrug-relatedactivity
- Rentalhistory
- Housekeeping
- Other(describe) **Historyofvalidcomplaints,i.e.,disturbingneighborss, destructionofproperty,fraudinconnectionwithanyhousingprogram, outstandingpaymentstoHousingAuthority,outstandingpaymentstopublic utilities,evictionsorterminationofassistanceoroccupancy.**

c. Yes No:DoesthePHArequestcriminalrecordsfromlocallaw enforcementagenciesforscreeningpurposes?

d. Yes No:DoesthePHArequestcriminalrecordsfromStatelaw enforcementagenciesforscreeningpurposes?

e. Yes No:DoesthePHAaccessFBIcriminalrecordsfromtheFBIfor screeningpurposes?(eitherdirectlyorthroughanNCIC-authorizedsource)

Theextentofthecriminalrecordssearchdependsontheresidenceofthe applicantforthepastthreeyears.

(2)WaitingListOrganization

a.WhichmethodsdoesthePHAplantousetoorganizeitspublichousingwaitinglist (selectallthatapply)

- Community-widelist

- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

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

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

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

1. How many site-based waiting lists will the PHA operate in the coming year?

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

3. Yes No: May families be on more than one list simultaneously? If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

b. Yes No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work) **Administrative transfers will be processed with new admissions using a ratio of one transfer for every five new admissions.**
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

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

Former Federal preferences:

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

Other preferences: (select below)

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

- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

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 ensure 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
- Anytime family composition changes
- At family request for revision
- Other (list) **Within ten days, residents shall advise PHA whenever there is a change in occupancy.**

(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? **The Housing Authority of the City of Pasco and Franklin County tenant average income in the covered developments fall within the 85% to 115% range .**

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

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

- Adoption of site based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and development targeted below)

d. Yes No: Did the PHA adopt any changes to **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) development below:

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

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

B. Section 8

Exemptions: PHA that do not administer section 8 are not required to complete sub-component 3B. Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

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

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

Fraud in connection with any housing program evictions or terminations of assistance or occupancy outstanding rent, or other amounts owed to another Housing Authority.

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(describ below)
Tenancy history, rent and tenant damage history.

(2) Waiting List Organization

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

- None
 Federal public housing
 Federal moderate rehabilitation
 Federal project -based certificate program
 Other federal or local program (list below)

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

- PHA main administrative office
 Other (list below)

(3) Search Time

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

If yes, state circumstances below:

1. Whether the family has requested the extension prior to the expiration of the certificate/voucher;
2. Whether the family can provide documentation demonstrating good faith effort to locate suitable housing;
3. Whether it is reasonable to assume that the family, with an extension, will be able to use the certificate/voucher by locating suitable housing;
4. Whether, due to disability, an extension of the certificate/voucher would constitute a reasonable accommodation.

(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)(ifno,skiptosubcomponent (5)Specialpurpose
section8assistanceprograms)

2.Which ofthefollowingadmissionpreferencesdoesthePHAplantoemployinthe comingyear?(selectallthatapplyfromeitherformerFederalpreferencesorother preferences)

FormerFederalpreferences

- InvoluntaryDisplacement(Disaster, GovernmentAction,ActionofHousing Owner,Inaccessibility,PropertyDisposition)
- Victimsofdomesticviolence
- Substandardhousing
- Homelessness
- Highrentburden(rentis>50percen tofincome)

Otherpreferences(selectallthatapply)

- Workingfamiliesandthoseunabletoworkbecauseofageordisability
- Veteransandveterans'families
- Residentsholiveand/orworkingyourju risdiction
- Thoseenrolledcurrentlyineducational,training,orupwardmobilityprograms
- Householdsthatcontributeetomeetingincomegoals(broadrangeofincomes)
- Householdsthatcontributeetomeeti ngincomerequirements(targeting)
- Thosepreviouslyenrolledineducational,training,orupwardmobility programs
- Victimsofreprisalsorhatecrimes
- Otherpreference(s)(listbelow)

3.IfthePH Awillemployadmissionspreferences,pleaseprioritizebyplacinga“1”in thespacethatrepresentsyourfirstpriority,a“2”intheboxrepresentingyour secondpriority,andsoon.Ifyougiveequalweighttooneormoreofthese choices(either throughanabsolutehierarchyorthroughapointsystem),placethe samenumbernexttoeach.Thatmeansyoucanuse“1”morethanonce,“2”more thanonce,etc.

DateandTime

FormerFederalpreferences

- Involuntary Displacement(Disaster,GovernmentAction,ActionofHousing Owner,Inaccessibility,PropertyDisposition)
- Victimsofdomesticviolence
- Substandardhousing
- Homelessness
- Highrentburden

Otherpreferences(selectallthatapply)

- Workingfamiliesandthoseunabletoworkbecauseofageordisability

- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Household that contribute to meeting income goals (broad range of incomes)
- Household 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 the equal preference status, how are applicants selected? (select one)

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

5. If the PHA 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 preference to income targeting requirements: (select one)

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

(5) Special Purpose Section 8 Assistance Programs

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

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

Community wide media, distribution of flyers, outreach contact to minority agencies, agencies, and employers of disabled and low income clients.

4. PHA Rent Determination Policies

[24CFR Part 903.79(d)]

A. Public Housing

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

For the earned income of a previously unemployed household member

- For increases in earned income
- Fixed amount (other than general rent -setting policy)
If yes, state amount/s and circumstances below:
- Fixed percentage (other than general rent -setting policy)
If yes, state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

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

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

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

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

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

Other(listbelow)

f. Rentre -determinations:

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

- Never
 At family option
 Anytime the family experiences an income increase
 Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
 Other(listbelow)

Residents shall advise PHA in writing within ten days of any increase in income of any household member. Residents shall advise PHA within 10 days of any change in family composition.

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)

Survey of similar assisted and unassisted units in the neighborhood.

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) **90% of FMR is both high enough to permit a selection of units and neighborhoods and low enough to serve as many families as possible.**

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)
- Market vacancy rates**
- Market trends**
- Size and quality of units leased under the program.**

(2) Minimum Rent

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

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

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

5. Operations and Management

[24CFR Part 903.79(e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

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

C. Management and Maintenance Policies

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

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

(2)Section8Management:(listbelow)

6. PHA Grievance Procedures

[24CFRPart903.79(f)]

Exemptionsfromcomponent6:HighperformingPHAsarenotrequiredtocompletecomponent6.
Section8 -OnlyPHAsaree xemptfromsub -component6A.

A. PublicHousing

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

If yes, list additions to federal requirements below:

2. Which PHA offices 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 24CFR 982?

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24CFRPart903.79(g)]

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

A. Capital Fund Activities

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

(1)CapitalFundProgramAnnualStatement

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 Plant 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

-or-

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

(2)Optional 5 -Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5-Year Action Plan table provided in the table library at the end of the PHA Plant 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.

-or-

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

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

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

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

- 1. Development name:
- 2. Development (project) number:

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

- Revitalization Plan under development
- Revitalization Plans 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 -financed development activities for public housing in the Plan year?
If yes, list developments or activities below:

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

8. Demolition and Disposition

[24CFR Part 903.79(h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/>

Submitted, pending approval <input type="checkbox"/>
Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u> (DD/MM/YY)</u>
5. Number of units affected:
6. Coverage of action (select one)
<input type="checkbox"/> Part of the development
<input type="checkbox"/> Total development
7. Timeline for activity:
a. Actual or projected start date of activity:
b. Projected end date of activity:

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

[24CFR Part 903.79(i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly	<input type="checkbox"/>
Occupancy by families with disabilities	<input type="checkbox"/>
Occupancy by only elderly families and families with disabilities	<input type="checkbox"/>

3. Application status (select one)	
Approved; included in the PHA's Designation Plan	<input type="checkbox"/>
Submitted, pending approval	<input type="checkbox"/>
Planned application	<input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <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

[24CFR Part 903.79(j)]

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

A. Assessment of Reasonable Revitalization Pursuant to section 202 of the HUD FY1996 HUD Appropriations Act

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

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

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway	
<input type="checkbox"/> Assessment result submitted to HUD	
<input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next	

<p>question) <input type="checkbox"/> Other(explainbelow)</p>
<p>3. <input type="checkbox"/> Yes <input type="checkbox"/> No:IsaConversionPlanrequired?(Ifyes,gotoblock4;ifno,gotoblock5.)</p>
<p>4.StatusofConversionPlan(selectthestatementthatbestdescribesthecurrent status) <input type="checkbox"/> ConversionPlanindevelopment <input type="checkbox"/> ConversionPlansubmittedtoHUDon:(DD/MM/YYYY) <input type="checkbox"/> ConversionPlanapprovedbyHUDon:(DD/MM/YYYY) <input type="checkbox"/> ActivitiespursuanttoHUD -approvedConversionPlanunderway</p>
<p>5.Descriptionofhowrequirements ofSection202arebeingsatisfiedbymeansother thanconversion(selectone) <input type="checkbox"/> Unitsaddressedinapendingorapproveddemolitionapplication(date submittedorapproved: <input type="checkbox"/> UnitsaddressedinapendingorapprovedHOPEVIDemolitionapplication (datesubmittedorapproved:) <input type="checkbox"/> UnitsaddressedinapendingorapprovedHOPEVIREvitalizationPlan (datesubmittedorapproved:) <input type="checkbox"/> Requirementsnolongerapplicable:vacancyratesarelessthan10percent <input type="checkbox"/> Requirementsnolongerapplicable:sitenowhaslessthan300units <input type="checkbox"/> Other:(describelow)</p>

B.ReservedforConversionspursuanttoSection22oftheU.S.HousingActof 1937

C.ReservedforConversionspursuanttoSection33oftheU.S.HousingActof 1937

11.HomeownershipProgramsAdministeredbythePHA

[24CFRPart903.79(k)]

A.PublicHousing

ExemptionsfromComponent11A:Section8onlyPHAsarenotrequiredtocomplete11A.

1. Yes No: DoesthePHAadministeranyhomeownershipprograms administeredbythePHAunderanapprovedsection5(h) homeownershipprogram(42U.S.C.1437c(h)),oranapproved HOPE Iprogram(42U.S.C.1437aaa)orhasthePHAapplied orplantoapplytoadministeranyhomeownershipprograms undersection5(h),theHOPEIprogram,orsection32ofthe U.S.HousingActof1937(42U.S.C.1437z -4).(If‘No’,skip

to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPEI <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 903.79(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 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 program 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 home ownership option participation
- Preference/eligibility for section 8 home ownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

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

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

(2) Family Self Sufficiency program/s

a. Participation Description

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

b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plan to take to achieve at least the minimum program size?
If no, list 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 903.79(m)]

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

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

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

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

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

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

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

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

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

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

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

C. Coordination between PHA and the police

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug -elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

D. Additional information as required by PHDEP/PHDEP Plan

PHA eligible for FY2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: _____)

Public Housing Drug Elimination Program Plan
 [Not applicable for Pasco (WA) Housing Authority per e-mail from Kathleen Kuel, Seattle HUD Office]

Note: THIS PHDEP Plan template (HUD50075 -PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

Section 1: General Information/History

A. Amount of PHDEP Grant

B. Eligibility type (Indicate with an "x") N1 _____ N2 _____
 R_XX_____

C. FFY in which funding is requested

D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long.

E. Target Areas

Complete the following table by indicating each PHDEPTarget Area (development or site where activities will be conducted), the total number of units in each PHDEPTarget Area, and the total number of individual sex pected to participate in PHDEPsponsored activities in each Target Area.

PHDEPTarget Areas (Name of development(s) or site)	Total # of Units within the PHDEPTarget Area(s)	Total Population to be Served within the PHDEPTarget Area(s)

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an "x" to indicate the length of program by # of months. For "Other", identify the # of months).

6 Months _____ 12 Months ___ 18 Months _____
 24 Months _____ Other _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an "x" by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place "GE" in column or "W" for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEPs strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables).

PHAs are not required to provide information in shaded boxes. Information provided must be concise —
 not to exceed two sentences in any column. Tables for line items in which the PHA has no planned
 goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement						Total PHDEP Funding: \$0	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9120 - Security Personnel						Total PHDEP Funding	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
Reduce crime rate/fear on PHA properties, below that of the City of Pasco as a whole							
Have yearly burglaries, simple assault on PHA property reduced, Part I & II UCR rates at or below city rate and increase resident's feelings safer.							
1.							
2.							
3.							

9130 - Employment of Investigators						Total PHDEP Funding: \$ 0	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9140 - Voluntary Tenant Patrol						Total PHDEP Funding: \$0	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9150 - PhysicalImprovements					TotalPHDEPFunding:\$0		
Goal(s)							
Objectives							
ProposedActivities	#of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDE P Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 -DrugPrevention					TotalPHDEPFunding:		
Goal(s)	Youth&Adultresidentparticipationineducational,recreational,employment readinessandcommunityorganizationprograms.						
Objectives	Ages6 -12yearswith44%participation,10%adult participation,50%of residents WHO knowatleastonenearbyneighbor.						
ProposedActivities	#of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDE P Funding	Other Funding (Amount /Source)	Performance Indicators

9170 -DrugIntervention					TotalPHDEPFunding:\$0		
Goal(s)							
Objectives							
ProposedActivities	#of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDE P Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9180 -DrugTreatment					TotalPHDEPFunding:\$0		
Goal(s)							
Objectives							
ProposedActivities	#of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDE P Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 -OtherProgramCosts					TotalPHDEPFunds:\$0		
Goal(s)							
Objectives							
ProposedActivities	#of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDE P Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

Section3:Expenditure/ObligationMilestones

IndicatebyBudgetLineItemandtheProposedActivity(basedontheinformationcontainedinSection 2PHDEPPlanBudgetandGoals),the%offundsthatwillbeexp ended(atleast25%ofthetotalgrant award)andobligated(atleast50%ofthetotalgrantaward)within12monthsofgrantexecution.

BudgetLine Item#	25%Expenditure ofTotalGrant FundsByActivity #	TotalPHDEP Funding Expended(sumof theactivities)	50%Obligation ofTotalGrant FundsbyActivity #	TotalPHDEP Funding Obligated(sumof theactivities)

Section4:Certifications

14.RESERVEDFORPETPOLICY

[24CFRPart903.79(n)]

15.CivilRightsCertifications

[24CFRPart903.79(o)]

CivilrightscertificationsareincludedinthePHAPlanCertificationsofCompliance withthePHAPlansandRelatedRegulations.

16.FiscalAudit

[24CFRPart903.79(p)]

1. Yes No: Isthe PHArequiredtohaveanauditconductedundersection 5(h)(2)oftheU.S.HousingActof1937(42US.C.1437c(h))? (Ifno,skiptocomponent17.)
2. Yes No: WasthemostrecentfiscalauditsubmittedtoHUD ?
3. Yes No: Werethereanyfindingsastheresultofthataudit?
4. Yes No: Iftherewereanyfindings,doanyremainunresolved? Ifyes,howmanyunresolvedfindingsremain?_____
5. Yes No: Haveresponsestoanyunresolvedfindingsbeensubmittedto HUD?

If not, when are they due (state below)?

17. PHA Asset Management

[24CFR Part 903.79(q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
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

[24CFR Part 903.79(r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 - Attached as Attachment (Filename)
 - Provided below: (No resident comments were received at the RAB meeting; however, in order to increase participation, the PHA continued to encourage and consider comments through the date of the public hearing.)

DATE: April 8, 2003

TO: PHA Plan FY 2003 Supporting Documents

FROM: Lisa Richwine

SUBJECT: **Resident Advisory Board Meeting held on March 31, 2003**

Staff Present: Bobbie Littrell, Adella Salinas, Brett Sanders, Andy Anderson, Lisa Richwine

Residents/Participants Present:

Name	Address	Program
ImeldaMontes	1300N.24 th Avenue,Apt.A -11,Pasco,WA	Section8
GuadalupeTrevino	500N.24 th Avenue,Apt.C -6,Pasco,WA	Section8
MariaAlpizar	1712N.24 th Avenue,Apt.G -2,Pasco,WA	Section8
NicolasAndrade	518S. Beech,Apt.C,Pasco,WA	Section8
ClaudiaApolonio	1014S.4 th Lane,Pasco,WA	Section8
DonatoB.	1014S.4 th Lane,Pasco,WA	Section8
ElenaRosales	926S.7 th Lane,Pasco,WA	PublicHousing
EugeniaVasquez	1817Cartmell,Apt.212,Pasco,WA	Section8
JuliaCarrera	1817Cartmell,Apt.208,Pasco,WA	Section8
JoseC.Corrales	828N.22 nd ,Apt.F -1,Pasco,WA	PublicHousing
JuvenioChavez	828N.22 nd ,Apt.F -2,Pasco,WA	PublicHousing
AlfonsoVasquez	610AS.Beech,Pasco,WA99301	PublicHousing
AleksandrAkopova	1320W.Irving,#B,Pasco,WA99301	Section8
	(Mr.Akopovassignedhisnotice,hadMs.Littrellsign hisnotice,andthentookhisnoticehome.Hedidnot signthesign -insheet.)	

Ms.Littrellexplainedtotheattendeesthatthis meetingwasheldtodiscussthePHAPlan.Sheinformed themthatnochangeshadoccurredinthePlansincelastyear.Shealsoofferedtoexplainany occupancypolicy changesthatmay affecttheresidents.Ms.SalinastranslatedforourSpanishspeaking attendees.

Mr.SandersinformedMs.Rosalesthatherunitat926S.7th Lanehadalreadybeenrehabbedwith CapitalFundmoniesandnofurtherremodelingwouldbeoccurringwiththisnextyear.Mr.Vasquez, residingat610AS.Beech,wasinformedthat atthecomingyear,theentrydoorsandexhaustfansinhis unitwillbereplaced.

Attendeeshadnocomments,questions,orconcernsregardingthe2003PHAPlan.

F:/shared/lisa/PHAPPlans/2003PHAPlan/RAB2003

DATE: April16,2003
TO: PHAPlanFY 2003SupportingDocuments
FROM: LisaRichwine
SUBJECT: **PHAPlanPublicMeetingheldonApril10,2003,4:30p.m.**

ThePHAPlanpublicmeetingwasheldinconjunctionwithaspecialBoardofCommissionersmeeting. Thoseinattendanceareasfollows:

COMMISSIONERS:

Present: Domingos,Brouns,Richter,Kuffel

STAFFANDEXOFFICIO MEMBERS:

Present: BobbieLittrell,ExecutiveDirector(viaspeakerphone)
 LisaRichwine,AdministrativeAssistant/RecordingSecretary
 BrettSanders,MaintenanceDirector
 TerrySchoen,FinanceDirector
 AndyAnderson,SecurityDirector
 AdellaSalinas,DirectorofHousingServices
 GailDickerson,AccountingAssistant

VISITORS:

Name	Address	Program/Affiliation
LarryPeterson	8427KensingtonCourt,Pasco,WA	CityofPas co
MildredLiford	820N.1 st Avenue,Apt.106,Pasco,WA	PublicHousing
KaySumpter	5704W.CourtStreet,Pasco,WA	Section8
RosaRuesga	1712N.24 th ,Apt.D -17,Pasco,WA	Section8

Larry Peterson asked that the letter written by Community and Economic Development Director, Richard Smith be included in the public record as comment to the PHA Plan. Ms. Brouns assured Mr. Peterson that the letter would be included with the PHA Plan submission to HUD, as well as included with the minutes of this meeting as a matter of public record.

Ms. Littrell reiterated that the commentary letter prepared by City staff would be included as a matter of public record but as the comments did not affect and would not change the plan, it is appropriate that the adoption of the plan proceed. F:/shared/lisa/PHAPlans/2003PHAPlan /PublicMeetingMinutes,4 -10-03

Comments from City of Pasco Community & Economic Development Director Richard Smith:



COMMUNITY DEVELOPMENT DEPARTMENT (509)545-3441 / Scan 726-3441 / Fax (509)545-3442
 P.O. Box 293, 525 North Third Avenue, Pasco, Washington 99301

April 7, 2003

RECEIVED

APR

- 7 2003

BobbieLittrell,ExecutiveDirector
 TIME _____
 PascoHousingAuthority
 2505W.LewisStreet
 Pasco,WA99301

Dear Ms. Littrell:

I am writing in response to your March 18, 2003 letter asking me to certify that the PHA Annual and Five Year Plans are consistent with the City of Pasco Consolidated Plan. It is my understanding that this certification is intended to signify that the PHA's proposed activities and allocation of resources are consistent with the goals and priorities identified in the City's Strategic Plan.

I have attached a copy of Page 96 from the City's "Consolidated Plan" which summarizes City goals and priorities. The emphasis of the City Plan is the revitalization of distressed neighborhoods, providing affordable owner-occupied housing, creating jobs and revitalizing the downtown.

After comparing the PHA Plan with the City's Consolidated Plan, I have several questions.

- (1) Economic revitalization of the downtown core is stated City priority. Explain why it was not possible to locate the new PHA administrative offices within the widely recognized boundaries of the downtown area?
- (2) On Page 2, 3 of the PHA Plan references are made to interjurisdictional agreements with the "City of Kennewick" and "consolidation with other housing authorities." Does the PHA believe it needs City approval to consolidate with the other housing authorities? How would such agreements and/or consolidation improve the ability of the PHA to compliment City goals? Will these interjurisdictional agreements and consolidations bring additional resources to meet the specific City goals outlined on Page 96 of the Consolidated Plan (see attached)?
- (3) Explain the proposal to convert public housing to vouchers (see Page 2 of Five Year Plan). Will the PHA public housing units be sold? If so to whom and what will the sale proceeds be used for? Will the City have an opportunity for input into this proposal?
- (4) On Page 4 and Page 5 of the PHA Plan reference is made to providing affordable owner-occupied housing through HOME. The PHA opted out of the HOME agreement with the City in order to concentrate on PHA priorities. Is the PHA now willing to commit some of its own resources to the development of owner-occupied housing?
- (5) On Pages 17 and 22 of the Five Year Plan the PHA does not plan to provide preferences for people in "substandard housing" or who are "displaced by government action." Such preferences would compliment the City's code enforcement, rental licensing and neighborhood revitalization programs. Why are such preferences not given?

Over the past year the City has clearly directed public resources to achieving the goals and priorities of the Consolidated Plan. These actions have included facilitating construction of owner-occupied homes in cooperation with La Clinica, Habitat and the PHA, development of a plant to revitalize two central city neighborhoods, an active code enforcement program to improve living conditions for lower income families, the preparation of a downtown revitalization plan and construction of a business incubator in the downtown.

During this same period the PHA has allocated significant surplus funds to the construction of new offices well outside the downtown area, terminated the HOME agreement with the City, continued to direct limited PHA resources toward the development of an assisted living facility in the booming western section of the City rather than consulting with the City about a location that would better compliment City goals and priorities, and appear to only be willing to engage in HOME funded new construction and neighborhood revitalization if the City pays all costs leaving the PHA full use of their financial resources to pursue other priorities.

At this point I am not able to certify the PHA Plan as being in conformance with the City's Consolidated Plan. I am, however, willing to reconsider my conclusion based on your response to this letter. I hope to hear from you soon.

You should consider this response a comment on the PHA Plan for FY 2003/04 and, as such, I ask that it be read into the record of the public hearing on the PHA Plan scheduled for April 10, 2003 at 4:30 p.m.

If you have any questions, please call me directly

Sincerely,



Richard J. Smith, Director
Community & Economic Development

xc: Gary Crutchfield, City
Manager

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) Response to Mr. Smith's letter

Board of Commissioners:

Donna Brouns, Chair
Mark Kuffel, Vice Chair
C. Lester Domingos
James Richter
Jose Sifuentez

April 15, 2003

Richard Smith, Director
Community & Economic Development
P.O. Box 293
Pasco, WA 99301

Dear Mr. Smith:

Thank you for your questions regarding our PHA Plan. As you verified to me over the phone the first week of April, the City's Consolidated Plan has not changed in the past year. The Housing Authority of the City of Pasco and Franklin County (HACPF) has adopted identical goals to those of the City's Consolidated Plan and the U.S. Department of Housing and Urban Development (HUD). In 2002, you readily certified that the PHA Plan was consistent with the City's Consolidated Plan. Since the PHA Plan has not changed since last year and the City's Consolidated Plan has not changed since last year, I do not understand why you cannot now certify the PHA Plan's consistency with the City's Consolidated Plan. As requested, your comments were considered at our PHA Plan public meeting on April 10, 2003, and will be included in the public record of that meeting. I will now address the concern expressed in your April 7, 2003, letter.

- 1) When the HACPF was awarded Capital Grant funds by HUD to acquire and remodel a new administrative office, an affordable, existing facility near downtown Pasco was chosen. An advantage of this particular site was its location among a majority of four Section 8 participants. The facility had been vacant for sometimes of the purchase price had been reduced considerably. The remodel and use of this previously vacant building contributes to the economic revitalization of the nearby downtown area.
- 2) Under federal regulations, specifically 24 CFR 903.1, housing authorities must design a policy to provide for deconcentration and income mixing. Housing authorities are charged with bringing higher income residents into lower income developments and lower income residents into higher income developments. Interjurisdictional agreements and consolidated programs are a means to accomplish this.
- 3) In 2001, HUD required housing authorities to analyze converting public housing to tenant-based assistance. Our conversion analysis was reported to HUD (and a copy sent to you) on July 5, 2001. This analysis concluded that conversion to tenant-based assistance would provide a cost savings benefit to HUD. Voluntary conversion requires rental assistance that is not currently available. When and if HUD funding becomes available, the HACPF would need to comply with the regulations associated with the funding. We do not know what those regulations will require. If regulations require sale of existing housing, I would anticipate that sale proceeds would be returned to HUD in exchange for rental subsidies for displaced residents. As regards to City input, the City, like the public generally, is welcome to attend Board meetings for that purpose.
- 4) The HACPF has not terminated any subrecipient agreements signed by all three agencies involved with the HOME Program. The City of Richland would not enter into the last

agreement because of the dissolution litigation. HACPFChas fully complied with the terms of each past HOME agreement. We have offered to enter into a new HOME sub recipient agreement with the City for the actual cost of administering the contract. The City has so far not responded to our offer.

- 5) Preferences are subject to HUD requirements concerning income targeting, deconcentration and income mixing. We could not meet those requirements were we to provide the types of preferences the City references. That is one reason we have specific programs to assist "substandard" or "displaced" families. These programs compliment Pasco's code enforcement/revitalization programs.

We respectfully disagree with your characterization of events on page 2 of your letter. We believe we have worked in good faith with the City to achieve our mutual and complimentary goals. Again, the City certified the identical plan last year. We would hope and expect the same this year.

Thank you for your attention to this matter.

Sincerely,
HOUSING AUTHORITY OF THE
CITY OF PASCO AND FRANKLIN COUNTY

Bobbie Littrell, P.H.M.
Executive Director

CC: Gary Crutchfield
City Council Members
Board Chair Donna Brouns
Board Vice Chair Mark Kuffel

PHA.03.025

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 Comprehensive Plan

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

1. Comprehensive Plan jurisdiction: (provide name here) **Franklin County**

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Comprehensive 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 Comprehensive Plan.
- The PHA has participated in any consultation process organized and offered by the Comprehensive Plan's agency in the development of the Comprehensive Plan.
- The PHA has consulted with the Comprehensive 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 Comprehensive Plan. (list below)
- Other: (list below)

The PHA was a partner and co-payer of consultant that conducted Housing Needs Assessment for the Comprehensive Plan. The PHA has adopted the goals and objectives of the County's Comprehensive Plan.

3. The Comprehensive Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: appointment of board commissioners; consideration of PHA to receive document recording fees for provision of flow-income housing for county constituents.

D. Other Information Required by HUD

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

PHA Plan Amendments: QHWR Section 5A(g) allows agencies to amend or modify their plans.

PHA Agency Plan definition of “significant amendment or modification” is as follows:

“Substantial deviations or significant amendments or modifications are defined as discretion ary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require the formal approval of the Board of Commissioners.”

Attachments

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

Pet Policy

The following pet policy which was developed with input from residents, housing management staff, other housing authorities, and HUD rules and regulations, seeks to provide residents with the opportunity to have pets within reasonable limits that will **protect both the property and the health and safety of other residents.**

Purpose of Pet Policy: To sustain a **decent, safe, and sanitary environment** for existing and prospective tenants, Pasco Housing Authority employees, and the public **and to preserve the physical condition** of Pasco Housing Authority property, a Pet Policy is established to provide the guidelines and requirements for responsible pet ownership.

Definitions:

1. **Service and Companion Animals:** Animals approved by the Housing Authority to serve as service or companion animals (animals that assist, support, or provide service to persons with disabilities) are not considered pets and generally do not fall under the guidelines of this Pet Policy. Approved service or companion animals shall not be subject to certain provisions of the Pet Policy; for example, the requirement for a Pet Deposit (see following) shall be waived. Other provisions, however, such as the Rules for Pet Care (see following), shall apply equally to service or companion animals as to pets, unless exemptions from any of the requirements have been requested and approved through the Housing Authority’s reasonable accommodations procedure.

Requests for approval for service or companion animals must be made through the Housing Authority’s **reasonable accommodations procedure**.

2. **Type of Allowable Common Household Pets:**
 - (a) Fish confined to an aquarium and/or bowls nolarger than 50 gallons in size ;
 - (b) Caged birds;
 - (c) Dogs under 18 inches in height, measured at the shoulder and under 25 pounds in weight;
 - (d) **Domesticated** house cats;
 - (e) Caged or contained domesticated rodents such as gerbils, hamsters, and/or guinea pigs;
3. **Numbers of Allowable Common Household Pets**^{1:}
 - (a) **Nomore than one animal of any kind in one -bedroom dwelling units.**
 - (b) A second animal compatible with the first, only in dwelling units having two or more bedrooms and spanning **at least 1,100 square feet**.

- (c) No more than two animals of any species in any dwelling unit including caged animals but excluding aquariums.

¹Restrictions on the numbers of common household pets are based on recommendations made by **People for Ethical Treatment of Animals (PETA)** based on unit size, weight of the animal, inherent dangerousness, health of the animal, access to health care for the animal, and other extenuating circumstances, such as history of animal abuse or neglect.

4. **Pet Deposit:** A pet deposit of \$125 (\$25 of which is a non-refundable fee) for each pet up to two per unit is required for any allowable animal other than birds (caged) or fish to cover the potential costs of damage done by the pet(s) to the unit or common areas. For existing pets already approved by Pasco Housing Authority where a lower refundable pet deposit has been paid, no additional deposit will be required. However, if the resident transfers, the increase in deposit will apply.
5. **Nominal Fee:** A non-refundable nominal fee of \$25 is required to cover administration of pet policy procedures, such as; confirmation of pet compliance with policy, drafting lease rider and yearly monitoring of collection of required paperwork (license, registration, yearly inoculations, and spay/neuter certification).
6. **Pet License: Registration of dogs or cats eight weeks of age or older** is required in the City of Pasco. **Licensing procedures are local to the city.**
7. **Pet Rider to Tenant Lease:** Written documentation attached to the lease signed by tenant agreeing to compliance with provisions for pet ownership.
8. **Proof of Inoculations/Spay/Neuter:** Veterinarian written verification of required inoculations against rabies, distemper, parvovirus, and written certification of spay/neuter.
9. **Animals Not Allowed:** Animals, including dangerous animals as defined by state and local law, not allowed are defined below:
- (a) Animals who would be allowed to produce offspring for sale;
 - (b) Dangerous animals, wild animals, feral (untamed, savage) animals and any other animals who are not amenable to routine human handling [City Code 8.02.010(18)];
 - (c) Animals of species commonly used on farms (i.e., chickens, goats);
 - (d) Non-human primates;
 - (e) Animals whose climatological needs cannot be met in the unaltered environment of the individual dwelling unit (i.e. reptiles);
 - (f) Pot-bellied pigs;
 - (g) Ferrets.
10. **Local, State, and Federal Ordinances Applied:** Local, State, and Federal laws and ordinances regarding pets supercede Pasco Housing Authority policy.

Implementation of Public Housing Resident Community Service Requirements Policy

Pursuant to 24 CFR 960.603, except for any family member who is an exempt individual, each adult resident of public housing must:

- 1) contribute 8 hours per month of community service (not including political activities); or
- 2) participate in an economic self-sufficiency program for 8 hours per month; or
- 3) perform 8 hours per month of combined activities as described in paragraphs 1) and 2) above ;
- 4) the PHA refer tenants to local agencies who provide qualifying community service or self-sufficiency activities;
- 5) Violation of the service requirement is grounds for nonrenewal of the lease upon 30 days written notice at the end of the twelve-month lease term.

A. Resident Notification

The PHA must give the family a written description of the service requirement and of the process for claiming status as an exempt person and for PHA verification of such status. The PHA must also notify the family of its determination identifying the family members who are subject to the service requirement, and the family members who are exempt persons.

B. Determination of Exempt Status

The PHA will determine status of Exempt Individual (950.601) and resident compliance annually at re-examination.

An exempt individual is an adult who provides third-party verification that they are :

- 1) 62 years or older;
- 2) (i) a blind or disabled individual, as defined under 216(I)(1) or 1614 of the Social Security Act (42 U.S.C. 416(I)(1); 1832c), and who certifies that because of this disability she or he is unable to comply with the service provisions of this subpart, or (ii) a primary caretaker of such individual;
- 3) engaged in work activities;
- 4) meeting the requirements for being exempted from having to engage in a work activity under the State program funded under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.) or under any other welfare program of the State in which the PHA is located, including a State-administered welfare-to-work program; or
- 5) a member of a family receiving assistance, benefits or services under a State program funded under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.) or under any other welfare program of the State in which the PHA is located including a State-administered welfare-to-work program, and has not been found by the State or the administering entity to be in noncompliance with such a program.

C. Determination of Compliance

The PHA must review family compliance with service requirements, and must verify such compliance annually at least thirty days before the end of the twelve-month lease term. The PHA will require third-party signed certification that the family member has performed such qualifying activities administered by organizations other than the PHA. The PHA will maintain documentation of service requirement performance or exemption in tenant files.

D. Determination of Non-Compliance

If a family member who is required to fulfill a service requirement, violates this family obligation (non-compliant resident), the PHA will provide proper written notice of non-compliance and non-renewal of the lease at the end of the lease term. The notice will:

- a) describe non-compliance
- b) state PHA will not renew lease at end of 12-month lease term unless:
 - 1) tenant and any other non-compliant resident enters into a written agreement with the PHA to cure such non-compliance and in fact cures such non-compliance in accordance with such agreement; or
 - 2) family provides written assurance satisfactory to the PHA that tenant or other non-compliant resident no longer resides in the unit.
- c) provide opportunity for a grievance hearing in accordance with grievance policy.

E. Tenant Agreement to Comply with Service Requirement

If a tenant or another family member has violated the service requirement, the PHA may not renew the lease upon expiration of the term unless:

- a) tenant and any other non-compliant resident, enter into a written agreement with the PHA, in the form and manner required by the PHA, to cure such non-compliance by completing the additional hours of community service or economic self-sufficiency activity needed to make up the total number of hours required over the 12-month term of the new lease, and
- b) all other members of the family who are subject to the service requirement are currently complying with the service requirement or are no longer residing in the unit.

RESOLUTION#99/00 -695

**Amending Occupancy Policies to Comply with
Section 16 of the United States Housing Act
to Establish Public Housing
Deconcentration Requirements
for the
Pasco Housing Authority**

July 13, 1999

WHEREAS Section 513 amends Section 16 of the United States Housing Act to establish among other things, public housing deconcentration requirements for admitting families with incomes below 30% of area median income, and related income targeting requirements; and

WHEREAS Public Housing Authorities are required to submit with their annual public housing agency plans an admission policy designed to provide for deconcentration of poverty and income mixing, by bringing higher income tenants into lower income public housing projects and bringing lower income tenants into higher income public housing projects.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners make any necessary changes in our Admissions Policy with respect to deconcentration of very low income families and income mixing as required by Section 16 of the United States Housing Act of 1937. This resolution ratifies the Executive Order dated June 18, 1999.

PASSED AND ADOPTED this 13th day of July 1999.

(signed by Donna Brouns)
Chair, Board of Commissioners

(signed by Bobbie Littrell)
Secretary, Board of Commissioners

5 Year Plan Goals for Pasco Housing Authority

This list constitutes a progress report which indicates successful achievement on our outlined goals:

- 1. Expands supply, improve equality and increase assisted housing choices:**
We continue to apply for more vouchers and applied for 26 Section 8 Preservation vouchers, 50 Family Unification Vouchers and 53 Fair Share Vouchers. We have received 50 additional Family Unification Vouchers to date. We are pursuing \$300,000 in State Housing funds for construction of assisted living units and are analyzing benefits of converting public housing to Section 8 to increase housing choices and promote deconcentration. We've maintained our High Performer status on both public housing management and voucher management and we continue to remodel our public housing family units.
- 2. Provide improved living environment:** We've implemented an interjurisdictional agreement with the neighboring Richland Housing Authority, which assures Franklin County clients access into the higher income neighborhoods of Benton County and we continue to request a similar agreement with the Kennewick Housing Authority. We continue to expand our Neighborhood Watch Program, contracting with three additional residents to increase our efforts of improved public housing security.
- 3. Promote self-sufficiency and asset development of assisted households:** We continue our Meals on Wheels Senior Nutrition Program and health screening programs for our elderly and disabled residents. We continue our referral service and CASH (Communities Against Self-Sufficiency Hurdles) programs to local agency providers to assist residents overcome self-sufficiency hurdles.
- 4. Ensure equal opportunity and affirmatively further fair housing:** We continue to be a lead agency in provision of Fair Housing training for entire staff, landlords, and community residents at least annually. In addition, staff has participated in promotion of Fair Housing issues with local landlords, City personnel, and the Benton Franklin Housing Network, which consists of all local housing and service providers in the Quad City region.
- 5. Pursue partnerships to achieve mission:** We continue to work to encourage availability of affordable housing and encourage and assist revitalization of distressed neighborhoods through the Housing Quality Standards. We partnered with the Washington State Housing Trust Fund, Consumer Credit Counseling Service, and the City on implementation of the affordable First-Time Homebuyer Program; and continually assist identification of private sector resources to reduce barriers to affordable housing through public forums and participation in the Benton Franklin Housing Network.

Resident Membership of the PHA Governing Board

The Housing Authority of the City of Pasco and Franklin County does not have a resident serving on its Board. The Authority is exempt because it is a small housing authority with less than 300 public housing units. The Governing Board Members are appointed by the City Council of the City of Pasco or the Franklin County Commissioners. We send annual notices to the City and the County indicating our desire to empower our residents and encourage favorable consideration of resident applicants for the Governing Board.

The City staff sends a combined notice and application form to all City residences and in addition, staff maintains applications in the administration office. Despite these efforts, no resident has expressed any desire to serve and none have applied.

The next term expiration that would provide an opportunity to appoint a resident to the Board would be January 28, 2003. The term expiration is for a City representative. The names and titles of the appointing officials for the Governing Board are:

Mike Garrison, Mayor/City Councilman
Rebecca Francik, Mayor Pro-tem/City Councilwoman
Joe Jackson, City Councilman
Tom Larsen, City Councilman
Charles Kilbury, City Councilman
Eileen Crawford, City Councilwoman
Carl Strode, City Councilman

Shared:residentmembership

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Pasco Housing Authority		Grant Type and Number New Grant being applied for Capital Fund Program Grant No: Replacement Housing Factor Grant No:		Federal FY of Grant: 2003	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> 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	73,000			
4	1410 Administration				
5	1411 Audit	55,519			
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment — Nonexpendable	426,675			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				

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

PHAName: Pasco Housing Authority	Grant Type and Number New Grant being applied for Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
----------------------------------	---	------------------------------

Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)

Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
21	Amount of Annual Grant: (sum of lines 2 – 20)	555,194			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs	56,000			
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHAName: Pasco Housing Authority		Grant Type and Number : New Grant Being Applied for: Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Management	Salary Security Director	1408	N/A	56,000				
Improvements	Resident Initiatives	1408.1	N/A	12,000				
	Computer Upgrades	1408.2	N/A	5,000				
	Subtotal			73,000				
Administration	Salary Capital Fund Supervisor	1410.1	N/A	35,829				
	Accounting Salaries	1410.1	N/A	7,580				
	Fringe Benefits	1410.9	N/A	12,110				
	Subtotal			55,519				
WA21 -3	1. Replace Entry Doors	1460.1	44 Units	25,000				
Sprucewood	2. Replace Exhaust Fans in "A&C" Units	1460.2	22 Units	11,000				
Square	3. Replace existing Sewer lines	1450	N/A	65,000				
	4. Replace Siding	1460		50,000				
	Subtotal			151,000				

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

PHAName: Pasco Housing Authority		Grant Type and Number Capital Fund Program No: New Grant being applied for Replacement Housing Factor No:					Federal FY of Grant: 2003	
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		
PHAWide Management								
Improvements	3/31/05			9/30/07				
PHAWide Administration	3/31/05			9/30/07				
WA21 -3 Rosewood Square	3/31/05			9/30/07				
WA21 -3 Rosewood Square	3/31/05			9/30/07				
WA21 -5 Sprucewood Square	3/31/05			9/30/07				
WA21 -3PHA Non-Dwelling Structures	3/31/05			9/30/07				
WA21 -8 Scattered Sites	3/31/05			9/30/07				
PHANon -Dwelling Equipment	3/31/05			9/30/07				

Capital Fund Program Five - Year Action Plan

Part I: Summary

PHANamePascoHousing Authority		2003Grantnowbeingappliedfor			<input checked="" type="checkbox"/> Original5 -YearPlan <input type="checkbox"/> RevisionNo:	
Development Number/Name/HA-Wide	Year1	WorkStatementforYear2 FFYGrant:03 PHAFY:04	WorkStatementforYear3 FFYGrant:04 PHAFY:05	WorkStatementforYear4 FFYGrant:05 PHAFY:06	WorkStatementforYear5 FFYGrant:06 PHAFY:07	
	Annual Statement					
PHAWide Administration		55,519	55,519	55,519	55,519	
PHAWide ManagementNeeds		73,000	73,000	73,000	73,000	
WA21 -2		0	0	125,000	57,950	
RosewoodPark						
WA21 -3		151,000	99,830	30,000	94,762	
Sprucewoodand BeechwoodSquare						
21-3		0	0	60,000	69,963	
RosewoodPark						
WA21 -4		0	0	65,000	62,000	
RosewoodSquare						
WA21 -5		212,175	256,845	146,675	50,000	
SprucewoodSquare						
WA21 -6		0	70,000	0	32,000	
RosewoodSquare						
WA21 -8		63,500	0	0	60,000	
ScatteredSites						
CFPFundsListedfor 5-yearplanning		555,194	555,194	555,194	555,194	

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

Activities for Year 1	Activities for Year: 03 FFY Grant: 04 PHAFY: 05			Activities for Year: 04 FFY Grant: 05 PHAFY: 06		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	PHAWide Administration	1.CFP Director Salary 2.Accounting Salaries 3.Fringe Benefits	55,519	PHAWide Administration	1.CFP Director Salary 2.Accounting Salaries 3.Fringe Benefits	55,519
	PHAWide Management Needs	1.Security Director 2.Salary & Equipment	73,000	PHAWide Management Needs	1.Security Director 2.Salary & Equipment	73,000
	WA21 -3 Sprucewood Square	1.Replace Entry Doors 2.Replace Exhaust Fans in "A/C" Units	25,000 11,000	WA21 -3 Sprucewood Square	1.Replace Sewer Lines 2.New Appliances	65,000 34,830
	Beechwood Square	3.Replace existing Sewer Lines 4.Install New Siding	65,000 50,000	WA21 -5 Sprucewood Square	1.Remodel Interior Units (6) 2.Replace Siding (10 units) 3.Replace Window (10)	146,675 47,500 20,000
	WA21 -5 Sprucewood Square	1.Remodel Interior of Units 2.Replace Siding (10 Units) 3.Replace Windows (10 Units) 4.Replace Water Heaters 5.Replace Electrical Panel Boxes 6.Replace Entry/Storage Door (10 Units)	96,675 47,500 20,000 8,000 25,000 15,000	WA21 -6 Rosewood Park	1.Resurface and Re-stripe Parking lot	70,000
	WA21 -8 Scattered Sites	1.Remodel Interior of Units (3 Units) 2.Replace all Mailboxes	52,500 11,000			
Total CFPEstimated Cost			\$555,194			\$555,194

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

Activities for Year: 05 FFY Grant: 06 PHAFY: 07			Activities for Year: 06 FFY Grant: 07 PHAFY: 08		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
PHAWide	1. CFP Director Salary		PHAWide	1. CFP Director Salary	
Administration	2. Accounting Salaries		Administration	2. Accounting Salaries	
	3. Fringe Benefits	55,519		3. Fringe Benefits	55,519
			PHAWide	1. Security Director	
PHAWide	1. Security Director		Management Needs	2. Salary & Equipment	73,000
Management Needs	2. Salary & Equipment	73,000	WA21 -2	1. Replace Siding on Pflueger Ctr	12,950
			Rosewood Park	2. Replace Patio Doors (10 units)	30,000
WA21 -2	1. Resurface and Re -stripe	125,000		3. Replace Furnaces (10 units)	15,000
Rosewood Park	Parking areas		WA21 -3 Beechwood	1. Re -roof Buildings (Spruce/Beech)	94,762
			Sprucewood Square	2. Remodel Interior of (6) HR Units	60,000
WA21 -3 Sprucewood Sq.	1. New Playground Equipment	30,000	Rosewood Park	3. Replace Lighting at Base of HR	5,000
Rosewood Park	2. Remodel Interior of (6) High -rise Units	40,000		4. Replace Furnaces in (8) units/800	4,963
	3. Replace Patio Doors in (8) units	20,000			
			WA21 -4	1. Remodel Interior of (6) units	35,000
WA21 -4	1. Replace Appliances	30,000	Rosewood Park	2. Repair Brick at Rosewood Park	12,000
Rosewood Park	2. Remodel Interior of (6) units	35,000		3. Replace Furnaces (10 Units)	15,000
			WA21 -5		
WA21 -5	1. Renovate Sprucewood Rec Ctr	146,675	Sprucewood Square	1. Re -roof Buildings	50,000
Sprucewood Square					
			WA21 -6 Rosewood	1. Install Energy Efficient Lights	32,000
			WA21 -8	1. Replace Entry/Patio Doors	30,000
			Scattered Sites	2. Replace Water Heaters	15,000
				3. Replace Appliances	15,000
Total CFPE Estimated Cost		\$555,194			\$555,194

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Pasco Housing Authority		Grant Type and Number Capital Fund Program Grant No: WAP021501-02 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/02 <input type="checkbox"/> 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	55,319	55,319		
4	1410 Administration	57,968	55,518		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	70,929	46,871		
10	1460 Dwelling Structures	389,086	389,086		
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Non -dwelling Structures	8,400	8,400		
13	1475 Non -dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				

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

PHAName: Pasco Housing Authority	Grant Type and Number Capital Fund Program Grant No: WAP021501-02 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
----------------------------------	---	-------------------------------------

Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: **12/31/02**
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
21	Amount of Annual Grant: (sum of lines 2 - 20)	581,702	555,194		
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs	46,000	46,000		
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	21,950	21,856		

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

PHAName: Pasco Housing Authority		Grant Type and Number Capital Fund Program Grant No: WAP021501-02 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Management Improvements	1. Salary Security Director 2. Computer Software Upgrade	1408.1 1408.2	N/A N/A	46,000 9,319				
	Subtotal			55,319				
Administration	1. Capital Fund Director Salary 2. Accounting Salaries 3. Fringe Benefits	1410.1 1410.2 1410.9	N/A N/A N/A	35,828 7,580 12,110				
	Subtotal			55,518				
WA21 -3 Sprucewood Sq.	1. Sidings or Drivite	1460.1	47 Units	225,330				
	Subtotal			225,330				
WA21 -5 Sprucewood Square	1. Remodel Bathrooms 2. Remodel Kitchens 3. New Vinyl Tile 4. New Interior Doors 5. Install Energy Efficient lights 6. Paint Interior Walls	1460.1 1460.2 1460.3 1460.4 1460.5 1460.6	7 Units 7 Units 7 Units 7 Units 7 Units 7 Units	26,706 28,468 35,458 29,885 21,856 21,383				
	Subtotal			163,756				
WA21-8 Scattered Sites	1. Re-surface Parking Areas and Replace Damaged Sidewalks	1450.1	N/A	46,871				
	Subtotal			46,871				

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

PHAName: Pasco Housing Authority		Grant Type and Number Capital Fund Program Grant No: WAP021501-02 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHAWide Non-Dwelling Equipment	1. Computer Upgrade	1475.1	N/A	8,400				
	Subtotal			8,400				
	Grand Total			555,194				
	LOCCS Balances			555,194				
	Differences			---		---	---	

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

PHAName: Pasco Housing Authority		Grant Type and Number Capital Fund Program No: WAP021501-02 Replacement Housing Factor No:					Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
Management								
Improvements	6/30/04			6/30/06				
PHAWide								
Administration	6/30/04			6/30/06				
WA21 -3								
Rosewood Park	6/30/04			6/30/06				
WA21 -3								
Rosewood Park	6/30/04			6/30/06				
WA21 -5								
Sprucewood Square	6/30/04			6/30/06				
WA21 -3PHA								
Non-Dwelling Structures	6/30/04			6/30/06				
WA21 -8								
Scattered Sites	6/30/04			6/30/06				
PHANon -Dwelling Equipment	6/30/04			6/30/06				

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Pasco Housing Authority		Grant Type and Number Capital Fund Program Capital Fund Program Grant No: WA19P021501-01 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/02 <input type="checkbox"/> 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	50,000		50,000	47,691
4	1410 Administration	56,882		56,978	56,978
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	18,120		7,454	3,131
11	1465.1 Dwelling Equipment — Nonexpendable	48,200		31,196	31,196
12	1470 Non-dwelling Structures	402,500		427,574	407,517
13	1475 Non-dwelling Equipment	6,000		6,000	6,000
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)	581,702		581,702	552,513
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 Compliance				

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

PHAName: Pasco Housing Authority	Grant Type and Number Capital Fund Program Capital Fund Program Grant No: WA19P021501-01 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
----------------------------------	--	-------------------------------------

Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: **12/31/02**
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
24	Amount of line 21 Related to Security – Soft Costs	44,000		44,000	41,961
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHAN Name: Pasco Housing Authority		Grant Type and Number Capital Fund Program Grant No: WA19P021501-01 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	
WA21 -2	1. Replace Garbage Enclosure Gates	1470.1	23 Gates	2,500		2,500	0	0
Rosewood Park	Subtotal			2,500		2,500		
WA21 -3	1. Replace Stair Treads in High-rise	1460.1	2-6 Floors	18,120		7,454	3,131	42%
Rosewood Park	Subtotal			18,120		7,454	3,131	
WA21 -4	1. Replace Refrigerators and Stoves	1460.1	43 Units	48,200		31,196	31,196	100%
Rosewood Park	Subtotal			48,200		31,196	31,196	
Non-Dwelling Structure	1. New Office Facility	1470.1	Pro-Rated	400,000		427,574	407,517	95%
	Subtotal			400,000		427,574	407,517	
Non-Dwelling Structure	1. Computer Hardware Upgrade	1475.1	N/A	6,000		6,000	6,000	100%
	Subtotal			6,000		6,000	6,000	100%

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

PHAName: Pasco Housing Authority		Grant Type and Number Capital Fund Program Grant No: WA19P021501-01 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	
PHAWide	1. Non -Tech/Accounting Salaries	1410.1	N/A	42,322		41,056	41,056	100%
Administration	2. Admin Travel and Contact Costs	1410.2	N/A			2,918	2,918	100%
	3. Fringe Benefits	1410.9	N/A	14,560		13,004	13,004	100%
	Subtotal			56,882		56,978	56,978	
PHAWide	1. Security Director Salary	1408.1	N/A	44,000		44,000	41,691	95%
Management	2. Computer Software Upgrade	1408.2	N/A	6,000		6,000	6,000	100%
Improvements	Subtotal			50,000		50,000	47,691	
	Grand Total			581,702		581,702	552,513	
	LOCCS Balances			581,702		581,702	552,513	
	Differences			---		---	----	

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

PHAName: Pasco Housing Authority		Grant Type and Number Capital Fund Program No: WA19P021501-01 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		
WA21 -2 Rosewood Park	3/31/03			9/30/04				
WA21 -3 Rosewood Park	3/31/03			9/30/04				
WA21 -4 Rosewood Park	3/31/03			9/30/04				
Non-Dwelling Structure	3/31/03			9/30/04				
Management Improvements	3/31/03			9/30/04				
Administration	3/31/03			9/30/04				

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement			Housing Factor (CFP/CFPRHF) Part I: Summary		
PHAName: Pasco Housing Authority		Grant Type and Number Capital Fund Program Grant No: WA19P021501-00 Replacement Housing Factor Grant No:		Federal FY of Grant: 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: 12/31/02 <input type="checkbox"/> 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	56,000		56,000	56,000
4	1410 Administration	55,968		55,968	55,968
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	75,370		60,620	
10	1460 Dwelling Structures	341,279		375,103	261,405
11	1465.1 Dwelling Equipment—Nonexpendable	28,500		21,135	21,135
12	1470 Non -dwelling Structures	11,709			
13	1475 Non -dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 –20)	568,826		568,826	394,508
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 Compliance				

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

PHAName: Pasco Housing Authority	Grant Type and Number Capital Fund Program Grant No: WA19P021501-00 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
----------------------------------	--	------------------------------

Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no: 2)
 Performance and Evaluation Report for Period Ending: 12/31/02 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs	44,000	56,000	56,000	56,000
26	Amount of line 21 Related to Energy Conservation Measures	43,950			

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

PHAName: Pasco Housing Authority		Grant Type and Number Capital Fund Program Grant No: WA19P021501-00 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Management	1. Security Director Salary	1408	N/A	44,000	56,000	56,000	56,000	100%
Improvements	2. Resident Initiatives	1408	N/A	12,000				
	Subtotal			56,000	56,000	56,000	56,000	
Administration	1. Non -Tech/Accounting Salaries	1410.1	N/A	41,408		41,408	41,408	100%
	2. Admin Travel and Contract Costs	1410.2	N/A			3,318	3,318	100%
	3. Fringe Benefits	1410.9	N/A	14,560		11,242	11,242	100%
	Subtotal			55,968		55,968	55,968	
WA21 -2	1. Remodel 1 -Bedroom Units	1460.1	10 units	95,950		95,950	737	1%
Rosewood Park	2. Replace Outside Main Water Valves	1460.2	50 units	4,100		4,100	43	1%
	Subtotal			100,050		100,050	780	
WA21 -3	1. Replace Damaged Sidewalks	1450	N/A	75,370		60,620		
Sprucewood Sq.	Subtotal			75,730		60,620		

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

PHAName: Pasco Housing Authority		Grant Type and Number Capital Fund Program Grant No: WA19P021501-00 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
WA21 -4	1. Remodel Bathrooms	1460.1	3 Units	23,937		25,326	25,326	100%
Sprucewood	2. Remodel Kit chens	1460.2	3 Units	14,900		21,778	21,778	100%
Square	3. Install Energy Efficient Windows	1460.3	3 Units	11,200		24,785	24,785	100%
	4. Install New Interior Doors	1460.4	3 Units	13,200		20,563	20,563	100%
	5. Install Energy Efficient Lights	1460.5	3 Units	9,500		16,629	16,629	100%
	6. New Vinyl Tile	1460.6	3 Units	14,872		23,969	23,969	100%
	7. Paint Interior Walls	1460.7	3 Units	6,100		6,201	6,201	100%
	Subtotal			93,709		139,251	139,251	
WA21 -5	1. Remodel Bathrooms	1460.1	7 Units	24,000		24,000	13,467	56%
Sprucewood	2. Remodel Kitchens	1460.2	7 Units	25,762		25,762	14,252	55%
Square	3. New Vinyl Tile	1460.3	7 Units	32,779		21,061	30,591	145%
	4. Install New Interior Doors	1460.4	7 Units	21,179		27,179	31,386	115%
	5. Install Energy Efficient Lights	1460.5	7 Units	19,150		19,150	18,958	99%
	6. Paint Interior Walls	1460.6	7 Units	18,650		18,650	12,720	68%
	Subtotal			147,520		135,802	121,135	
WA21 -6	1. Replace Refrigerators and Stoves		30 Units	28,500		21,135	21,135	100%
Rosewood Park	Subtotal			28,500		21,135	21,135	
PHAWide 21-2	1. Replace Carpets at Pflueger Center	1470.1	N/A	11,709				
	Subtotal			11,709		0	0	
	Grand Total			568,826		568,826	394,508	
	LOCCS Balances			568,826		568,826	394,508	
	Differences			0		0	0	

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

PHAName: Pasco Housing Authority		Grant Type and Number Capital Fund Program No: WA19P021501-00 Replacement Housing Factor No:					Federal FY of Grant: 2000	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
Management								
Improvements	3/31/02			9/30/03				
Administration	3/31/02			9/30/03				
WA21 -2								
Rosewood Park	3/31/02			9/30/03				
WA21 -3								
Sprucewood Square	3/31/02			9/30/03				
WA21 -4								
Sprucewood Square	3/31/02			9/30/03				
WA21 -5								
Sprucewood Square	3/31/02			9/30/03				
WA21 -6								
Rosewood Park	3/31/02			9/30/03				
PHAWide								
Non-Dwelling Structures	3/31/02			9/30/03				

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Pasco Housing Authority		Grant Type and Number Capital Fund Program Grant No: WA19P021707-99 Replacement Housing Factor Grant No:		Federal FY of Grant: 1999	
<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: 12/31/02 <input type="checkbox"/> 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	75,223		75,223	75,223
4	1410 Administration	60,099		60,099	55,111
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	465,668		465,668	295,314
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Non -dwelling Structures				
13	1475 Non -dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				

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

PHAName: Pasco Housing Authority	Grant Type and Number Capital Fund Program Grant No: WA19P021707-99 Replacement Housing Factor Grant No:	Federal FY of Grant: 1999
---	---	-------------------------------------

Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no: 2)
 Performance and Evaluation Report for Period Ending: 12/31/02
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
21	Amount of Annual Grant: (sum of lines 21-26)	600,990		600,990	425,649
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs	75,223			
26	Amount of line 21 Related to Energy Conservation Measures	72,959			

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

PHAName: Pasco Housing Authority		Grant Type and Number Capital Fund Program Grant No: WA19P021707-99 Replacement Housing Factor Grant No:			Federal FY of Grant: 1999			
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	
Management	1. Security Director Salary	1408	N/A	44,000		44,000	44,000	100%
Improvements	2. Inventory Control and Bar Coder	1408	N/A	31,223		31,223	31,223	100%
	3. Resident Initiatives	1408	N/A	0		0	0	
	Subtotal			75,223		75,223	75,223	
Administration	1. Non -Tech/Accounting Salaries	1410.1	N/A	51,525		51,525	46,942	100%
	2. Admin Travel and Contract Costs	1410.2	N/A				2,705	100%
	3. Fringe Benefits	1410.9	N/A	8,574		8,574	5,464	38%
	Subtotal			60,099		60,099	55,111	
WA21 -2	1. Remodel 1 -Bedroom Units	1460.1	10 units	101,374		101,374	16,547	17%
Rosewood Park	Subtotal			101,374		101,374	16,547	

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

PHAName: Pasco Housing Authority		Grant Type and Number Capital Fund Program Grant No: WA19P021707 -99 Replacement Housing Factor Grant No:			Federal FY of Grant: 1999			
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	
WA21 -3	1. New Tubs, Wastes and Overflows	1460.1	11 Units	15,338		15,338	12,662	83%
Sprucewood	2. New Tub Surrounds and Valves	1460.2	11 Units	10,822		10,822	8,086	75%
Square	3. New Vanities and Faucets	1460.3	11 Units	11,579		11,579	9,101	79%
	4. New Kitchen Cabinets	1460.4	11 Units	37,868		37,868	31,840	84%
	5. New Energy Efficient Windows	1460.5	11 Units	46,177		46,177	42,311	92%
	6. New Interior Doors and Frames	1460.6	11 Units	46,378		46,378	40,598	88%
	7. New Vinyl Tile	1460.7	11 Units	61,742		61,742	53,211	86%
	8. New Energy Efficient Lights	1460.8	11 Units	26,782		26,782	22,207	83%
	9. Paint Interior Walls	1460.9	11 Units	28,452		28,452	24,188	85%
	10. Replace Furnaces	1460.10	11 Units	33,732		33,732	33,732	100%
	Subtotal			318,870		318,870	277,936	
WA21 -8 Scattered Sites	1. Re-roof with Metal Roofing	1460.4	12 Units	45,424		45,424	832	2%
	Subtotal			45,424		45,424	832	
	Grand Total			600,990		600,990	425,649	
	LOCCS Balances			600,990		600,990	425,649	
	Differences			0		0	0	

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

PHAName: Pasco Housing Authority		Grant Type and Number Capital Fund Program No: WA19P021707-99 Replacement Housing Factor No:					Federal FY of Grant: 1999
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	
Management							
Improvements	3/31/02			9/30/03			
Administration	3/31/02			9/30/03			
WA21 -2							
Rosewood Park	3/31/02			9/30/03			
WA21 -3							
Sprucewood Square	3/31/02			9/30/03			
WA21 -4							
Sprucewood Square	3/31/02			9/30/03			
WA21 -5							
Sprucewood Square	3/31/02			9/30/03			
WA21 -6							
Rosewood Park	3/31/02			9/30/03			
PHAWide							
Non-Dwelling Structures	3/31/02			9/30/03			