

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

PHA Plans

Annual Plan for Fiscal Year 2004

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

**PHA Plan
Agency Identification**

PHA Name: HOUSING AUTHORITY OF THE COUNTY OF CHESTER

PHA Number: PA046

PHA Fiscal Year Beginning: 01/2004

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)

Annual PHA Plan
PHA Fiscal Year 2004
 [24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Executive Summary is no longer a requirement.

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

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)] Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

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

Required Attachments

- A: A1- P&E for all open years; and FY 2004 Annual Plan = separate submission, EXCEL. A2: Approved 5 Year Action Plan – end of this document**
- B** Assessment of Site-Based Wait List – Demographic Changes
- C** Implementation of PH Resident Community Service Rqt.
- D** Pet Policy - actual Policy
- E** Progress Toward Five Year Plan
- F** Resident Member of the PHA Governing Board
- G** Membership of the Resident Advisory Board
- H** Section 8 Homeownership Program
- I** Voluntary Conversion – Initial Analysis
- J** RAB Comments
- K** Section 8 Project-Based Assistance

Optional Attachments:

- n/a Congress terminated program. (PHDEP) Plan [name]:**

Supporting Documents Available for Review

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs identified any impediments to fair housing choices and is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	Annual Plans
At County office	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 Policy
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, & Admissions
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, and 2. Documentation of the required Deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy Appendix 3	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <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 for the active grant year P&E	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 Program.	Annual Plan: Capital Needs Atch A1
N/A	Approved HOPE VI applications or approved or submitted HOPE VI Revitalization Plans or any other approved proposal for PH development	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demo & Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of PH
N/A	Approved or submitted assessments & conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of PH
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan:
X	Policies governing any Section 8 Homeownership program <input checked="" 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: Comm. Service & Self-Suff'y
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Comm. Service & Self-Suff'y
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Comm. Service & Self-Suff'y
X	The most recent 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))	Annual Plan: Annual Audit
X	Troubled PHAs: MOA/Recovery Plan	Separate tab

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA*2000 Census Data not yet available; therefore County's statistics have not been revised..*

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 No. of Families*	Afford- -ability	Supply	Quality	Access -ibility	Size	Loca- tion
Income <= 30% of AMI	5705	5	5	5	4	5	4
Income >30% but <=50% of AMI	7987	5	5	4	4	4	4
Income >50% but <80% of AMI	11410	3	3	2	3	4	4
Elderly	2589	3	3	2	3	1	1
Families with Disabilities	2352						
Race/Ethnicity	N/A						
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: **2004**
- U.S. Census: **2000**
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1440		40
Extremely low income <=30% AMI	873	61%	
Very low income (>30%; <=50% AMI)	423	29%	
Low income (>50% but <80% AMI)	144	10%	
Families with children	821	57%	
Elderly families	180	13%	
Families w/Disabilities	439	30%	
Race/ethnicity-Black	812	56%	
Race/ethnicity-White	608	42%	
Race/ethnicity- Hispanic/Other	20	1%	
1 BR	499 (0 + 1)	35%	
2 BR	530	37%	
3 BR+ 4 Br+ 5BR	343+60+8	28%	
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)? N/A			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes N/A			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes N/A			

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) <input checked="" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	2752		72
Extremely low income <=30% AMI	2146	78%	
Very low income (>30%;<=50% AMI)	550	20%	
Low income (>50% but <80% AMI)	56	2%	
Families with children	1679	61%	
Elderly families	636	24%	
Families with Disabilities	437	15%	
Black	1789	65%	
White	743	27%	
Hispanic	165	6%	
Asian/Pacific/Other	55	2%	
Characteristics by Bedroom Size (Public Housing Only)	N/A	N/A	N/A
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)? N/A Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes N/A Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes N/A			

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:**

- Employ effective maintenance and management policies to minimize the number of public housing units off-line. *In place.*
- Reduce turnover time for vacated public housing units. *This is a priority. Working to make computer system more user-friendly, and to train staff in using it as a management tool.*
- Reduce time to renovate public housing units. *Not a problem; in place.*
- Seek replacement of public housing units lost to the inventory through mixed finance development. *Done; new public housing created, replacing lost units.*
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources. *With new PBA rules, this is being utilized as one tool.*
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction. *Updated payment standards were adopted December 2002.*
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required.
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration. *The Authority has bi-monthly open landlord meetings for those interested or current. More formal programs are planned by end of 2003. This area requires continued concentrated effort as housing in this County is extremely expensive.*
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program. *In place; sometimes still a problem.*
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies. *This is always done.*
- Other *Immediately implemented HUD's new level of PBA vouchers allowed so that non-ACC units in mixed finance projects as well as units in the Authority's tax-credit projects can truly be affordable as well as guaranteeing an income stream so that the properties can be managed and maintained at the highest level.*

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

- Apply for additional section 8 units should they become available, *in 2004.*
- Leverage affordable housing resources in the community through the creation of mixed - finance housing. *This has been done in two of our 4 geographic locations.*
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: *Use the Replacement Housing Factor funds to begin developing NEW public housing.*

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. *NOTE: HUD's current requirements are 75% of all new Sec 8 MUST be at/below 30% AMI.*

- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: *Market to relevant social service agencies; Continue to employ PH Admissions preference for working families*

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: *Again, HUD requires that the 25% balance of new Sec 8 MUST be at/below 50% AMI.*

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: *Acquire and Rehab suitable buildings for low income elderly housing, using RHF funds.*

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 *CFP funds have been allotted to bring into new compliance currently designated units.*
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available. *This has been done and has been successful. We will continue to do this.*
- Affirmatively market to local non-profit agencies that assist families with disabilities *This is being done; and will be continued.*
- Other: (list below) *Carry out modifications as needed for all types of disabilities.*

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: *In this County, these groups are African-American and Hispanic; both are well aware of availability. "La Comunidad" and "Alliance for Better Housing" inform the Hispanic community of availability – and the latter is developing housing in the geographic area with Hispanic concentration.*

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: *Again, continue to utilize "Mainstream" and Welfare-to-Work vouchers.*

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. *Housing is very expensive!*
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2003 grants)		
a) Public Housing Operating Fund	684,000	estimate
b) Public Housing Capital Fund	281,448	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	13,143,781	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	N/A	
g) Resident Opportunity and Self-Sufficiency Grants	N/A	
h) Community Development Block Grant* (pending)	N/A	
i) HOME	N/A	
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CFP	\$1,042,331	
PH Drug Elimination	0	
3. P H Dwelling Rental Income	\$540,000	
4. Other income (list below)		
5. Non-federal sources (list below)		
Total resources		

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: **10th**
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other **Credit Check**

- c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes? ***With cooperation of the local police dept., which has direct access to State & Federal records.***
- d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes? ***See above.***
- e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source) ***See above***

(2)Waiting List Organization

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

- Community-wide list, ***Countywide [not community wide]***
- Sub-jurisdictional lists
- Site-based waiting lists ***For those projects in HOPE VI & Mixed-Finance***
- Other (describe)

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

- PHA main administrative office
- PHA development site management office
- Other ***“Chester County Cares”; Phoenixville Comm. Svs.; “Y’s”; senior centers; La Comunidad Hispana.***

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? **3**

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? **n/a**

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

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

(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 Only

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences ***These preferences were created by new law in 2003; no change from FY2000.***

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 ***Priority in all admissions***
- 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)

The head, spouse, or sole member of household is 62 years or older.**

The head, spouse, or sole member of household is receiving SSD/SSI benefits or other payments based on inability to work**.

** = ***Applicable to 50% of admissions in a calendar year:***

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

X 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)

- 2 Working families and those unable to work because of age or disability
- Veterans and veterans' families
- 1 Residents who live and/or work in the jurisdiction
- 2 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
- 2 Other preference(s) (list below)
*The head, spouse, or sole member of household is 62 years or older***
*The head, spouse, or sole member of household is receiving SSD/SSI benefits or other payments based on inability to work**.*

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy *Applicants may read the A&O policy at public housing management offices.*
- PHA briefing seminars or written materials
- Other source:

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

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

(6) Deconcentration and Income Mixing

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

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

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

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

- Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments. If selected, list targeted developments below:
- Employing new admission preferences at targeted developments. If selected, list targeted developments below:
- Other (list policies and developments targeted below)

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

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

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

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

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

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

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

B. Section 8

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

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

(1) Eligibility

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

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

b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes? ***With cooperation of the local police department, PHA has access to State & Federal records systems.***

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

d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? ***See above.***

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

- Criminal or drug-related activity. ***No. If this is an issue, a voucher is not issued; or is revoked.***
- Other ***poor housekeeping***

(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:

For good cause, e.g. illness; unsuccessful housing search.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give

equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

X Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below) *Through pertinent supportive services agencies.*

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?3. If yes to question 2, list these policies below: *n/a*

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: ***Flat rents; choice of applicant; and at recertification***

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

 For the earned income of a previously unemployed household member ***Mandatory Year 1; 50% in Year 2.*** For increases in earned income. ***See above; as law requires; and 50% of year 2.*** 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)

- 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) *N/A*.

- 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) *N/A*

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

f. Rent re-determinations:

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

- Never
 At family option
 Any time the family experiences an income increase
 Any time a family experiences an income increase above a threshold amount. *If at zero rent, then if obtain income, must report immediately.*
 Other (list below) *If income decreases, or 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. *a) Realtor appraisal;*
b) Operating costs;
c) Section 8 Rent Reasonableness;
d) HUD's FMR's

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

(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 , *in some Townships; also Exception FMR for part of County.*

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

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

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

- FMR's 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) *Availability of housing outside of low-income urban areas.*

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization. (select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning 2003	Expected Turnover
Public Housing*	319*	64
Section 8 Vouchers	1350	60
Section 8 Mod Rehab	53	24
Specl Sec. 8 C/V: <i>Mainstream</i>	100	12
<i>Welfare to Work</i>	50	6
<i>FSS</i>	100**	20
P H Drug Elimination Program	39***	2
Other Federal Programs	n/a	

includes AME's. **34 persons have completed the program; * represents families served Spring/Summer of 03; in Jan 03, only 9 families. Program ends Sept 03.*

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:

- Admissions & Continued Occupancy
- Capitalization Policy
- Check Signing Policy
- Criminal Records Management Policy
- Disposition Policy
- Drug Free Policy
- Equal Housing Opportunity Policy
- Ethics Policy
- Procurement Policy
- Public Housing Lease, incl. Community Service Rqts.
- Pet Policy

(2) Section 8 Management: (list below)

- Section 8 Administrative Plan
- Section 8 Lease

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

Informal hearing for drug related/violent crime.

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

- PHA main administrative office
 Other (list below)

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

Applicability of subcomponent 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: ***Oak Street, Rosemont, Broadview, & Hillcrest in Coatesville; South Coatesville***
 2. Development (project) numbers: ***46-1; 46-3; 46-7***
 3. Status of grant: (select the statement that best describes the current status)
 - Revitalization Plan under development
 - Revitalization Plan submitted, pending approval
 - Revitalization Plan approved
 - Activities pursuant to an approved Revitalization Plan underway
- Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below:
- Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:
- Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:
- With RHF funds, planning for creation of new public housing will begin in FY 2004.**

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S. 1437p) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development)
2. Activity Description. *n/a*
 - 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 <u>approved</u> , submitted, or planned for submission
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: <ul style="list-style-type: none"> a. Actual or projected start date of activity: b. Projected end date of activity

9. Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name: Maple & Spruce Courts, West Chester 1b. Development (project) number: 46-2/partial
2. Designation type: 2 buildings: 1 to be elderly only; 1 to be disabled only Occupancy by only the elderly <input checked="" type="checkbox"/> building #1 Occupancy by families with disabilities <input checked="" type="checkbox"/> building #2 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 checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (06/30/04)
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 12 each building = total of 24 units 7. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development. In same location & dev. no. is family housing of 26 units. <input type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description **NOT APPLICABLE**

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Mgt. Table?

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway; <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, to block 4; if no to block 5.)	
4. Status of Conversion Plan (select the statement that best describes current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	<input type="checkbox"/> Units addressed in a pending or approved demolition application <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units

B. Voluntary Conversions pursuant to Section 22 of the U.S. Hsg Act of 1937

See Attachment I.

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

1. Yes No: Does the PHA administer any homeownership programs under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied/plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If "No", skip to component 11B; if "yes", complete one activity description for each 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 component in the **optional** Public Housing Asset Mgt. Table?

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: N/A	1b. Development (project) number: N/A
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III; <input checked="" 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 checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program planned for submission:	AUGUST 2003
5. Number of units affected:	61 [approximately]
6. Coverage of action:	<input type="checkbox"/> Part of the development; <input type="checkbox"/> Total development N/A

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 USHA of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using table below (copy; 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: ***Yet to be formalized.***

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:

See "Required Attachment H", at the end of this Plan.

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

Yes No: Has the PHA 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? **New agreement, superceding 1999's; September 2003).**

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families

- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below) *Preferences for working families*

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (PH or Sec.8 participants or both)
PHDEP Ec. Dev. Program				
<i>Terminated – no funding!</i>				
Elderly/Disabled Svs (ROSS)				
<i>Terminated – no funding!</i>				
HOPE VI	78	Specific criteria	PHA satellite office	PH & Sec 8

(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: 01/10/02)
Public Housing	<i>n/a</i>	3
Section 8	77** <i>**20 persons have completed</i>	116** <i>the program; thus a drop from 97 to 77.</i>

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

C. Welfare Benefit Reductions

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

- Adopting appropriate changes to the PHA’s public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination

- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

See "Required Attachment C" at end of this template.

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

2. What information did the PHA use to determine the need for PHA actions to improve safety residents

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

3. Which developments are most affected? (list below) *All Family developments:*

46-2/Locust Ct in West Chester [east end], PA – 26 units.; 46-4/Fairview in Phoenixville, PA – 24 units; 46-5/Oak Place [west end] (this is now "mixed-finance"; 17 of 31 units are ACC).

B. Crime & Drug Prevention activities the PHA has undertaken in next PHA fiscal year

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

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design *at Oak Place/Hannum Gardens.*
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe 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 *Substance abuse prevention education with children, neighborhood activities to foster cooperation with police; sensitivity training between police & residents. These programs ended as no funding; working with NGOs to continue some activities.*

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2003 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds. **THIS PROGRAM WAS TERMINATED BY CONGRESS. THUS THIS PARAGRAPH IS MOOT; NO DATA PROVIDED.**

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?*N/A*
- Yes No: Has the PHA included the PHDEP Plan for FY 2003 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename): **n/a.**

14. PET POLICY

[24 CFR Part 903.7 9 (n)] *See Required Attachment D.*

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD? *Yes.*
3. Yes No: Were there any findings as the result of that audit
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? 3
5. Yes No: Have responses to any unresolved findings been submitted to HUD
If not, when are they due. *Authority is working w/TARC to resolve.*

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

2. What types of asset management activities will the PHA undertake? (select all that apply)
 - Not applicable
 - Private management
 - Development-based accounting
 - Comprehensive stock assessment
 - Other: *Maintain level of operating subsidy with the mixed-finance process for some public housing developments*

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 - Attached at **Attachment J**, a part of this submission.
 - Provided below:

B. Description of Election process for Residents on the PHA Board *See also Required Attachment F.*

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

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

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

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

The Consolidated Plan of the County of Chester is a Five Year plan 2000 – 2004. The major activities for FY 2004 support and/or complement the Authority's FY 2004 Annual Plan. Specifically, their plan states "The County will be supportive of the Authority's goals, especially as they relate to public housing modernization and critically needed increases in rental vouchers and new housing units". It continues, by stating its commitment to the HOPE VI efforts. Concerning economic development, the County's OHCD continues to support its "Team Pennsylvania CareerLink" whereby low income persons are assisted through a "One Stop Shop" to connect to jobs, job training, transportation, and child-care. Their Plan also includes at least one "Fair Housing" training seminar, as the fundamental barrier to increased affordable housing is the NIMBY syndrome.

D. Other Information Required by HUD

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

The definition of "Substantial Deviation" and the summary of our Deconcentration Policy were provided in the FY 2000 submission; and as stated in the instructions for FY 2004, do not need to be repeated, unless substantially altered. These two items were not altered.

Attachments

Provided below is a list of “Required Attachments” as noted in PIH 2000-43 and later directives– as applicable to this Authority.

REQUIRED ATTACHMENTS:

PHDEP PLAN NOTE: PHDEP PROGRAM HAS BEEN TERMINATED BY CONGRESS

Attachment A1: CFP FY 2004, Annual (1st Plan year) and P&E.

This is separate attachment, as it is in EXCEL

Attachment A2: FIVE YEAR PLAN – CFP **NOTE: These are at END of this Submission**

Attachment B: Site Based Wait List - **Not Applicable this year... no new SBWL for FY 2003/4; however, FY 2003’s is provided for reference.**

Attachment C: Community Service

Attachment D: Pet Policy

Attachment E: Progress Report

Attachment F: Resident on Board

Attachment G: Resident Advisory Council

Attachment H: Section 8 Homeownership Program

Attachment I: Voluntary Conversion: RIA Questions

Attachment J: Resident Advisory Board Comments

Attachment K: Sec. 8 Project-Based Voucher Program

They begin on the next page

Required Attachment B: “Assessment of Site-Based Waiting List Development Demographic Changes” N/A for this HA

For the 2004 Annual Plan, there are no NEW SBWLs, thus this requirement is not applicable.

The regulations and the Plan Guidebook state as follows:

“If the PHA plans to implement a site-based waiting list at any of its *public housing developments*, the PHA should take into account that in *the following year’s* Annual Plan, the PHA will be required to provide an assessment (table or brief narrative) of the changes in racial, ethnic, or disability-related resident composition at each applicable PHA site”.

For clarification, last year’s commentary is repeated below. *Information from FY 2003 Annual Plan*

This Authority reported in its 2003 Plan that it had *three* SBWLs, of which *one* was new in FY2002.

“The 3 SBWLs are for the following locations, all part of a comprehensive HOPE VI program:

1. Ash Park Terrace & Washington House, PA 46-14, Coatesville
2. “Garnett Terrace, PA 46-13, South Coatesville
3. “Downtown Revival”, PA 46-15, Coatesville.

General discussion.

In all three cases, “its public housing developments”/ “applicable PHA sites” in question no longer exist. Please see the “table”, attached. Discussion follows on each of these.

1. PA-46-14. This is a new project number for two different buildings in downtown Coatesville. This represents replacement housing to the extent required, for the old 400 Oak Street building, 46-3/partial, that was demolished. The residents of that building were offered various choices, and some chose to move into the new buildings. There are 34 ACC units combined; the balance being Sec. 8. The numbers on the chart for “baseline” reflect *all* those who moved into 46-14. After their relocation, a SBWL was established and the “current” numbers reflect the current composition.
2. 46-13. This is a new project number replacing 46-01. The site was vacated and turned over to the development partner, “The Community Builders”. Former residents were given the option of returning when completed. The baseline data in the chart reflect those from “46-1” who moved into 46-13. After their move-in, a SBWL was established and the “current” numbers reflect the current composition.
3. 46-15. This is a new project completely. There is no “former development” from which to construct a “baseline”.

In all cases, the SBWL policy was submitted to and approved by HUD. All persons applying to any SBWL are also placed on the general WL and of course are informed about all PH sites as well as other applicable sites that have ACC units.”

Required Attachment C: Implementation of Public Housing Resident Community Service Requirements

This requirement has been newly re-instated. Initial letters were sent to all PH residents. The Authority then reviewed each family's data and determined who they believed would be subject to this requirement. Based on that; follow-up letters were sent. This letter advised the individuals of the need to report monthly about their activities to meet this requirement; and that if they needed assistance or guidance in finding community volunteer activities, the Authority would assist them.

Required Attachment D: "Pet Policy – Summary"**HOUSING AUTHORITY OF THE COUNTY OF CHESTER, PA****18.0 PET POLICY****18.1 EXCLUSIONS**

This policy does not apply to animals that are used to assist persons with disabilities. Assistive animals are allowed in all public housing facilities with no restrictions other than those imposed on all tenants to maintain their units and associated facilities in a decent, safe, and sanitary manner and to refrain from disturbing their neighbors.

18.2 PETS IN PUBLIC HOUSING

The Housing Authority of the County of Chester allows for pet ownership in its developments with the written pre-approval of the Housing Authority. Residents are responsible for any damage caused by their pets, including the cost of fumigating or cleaning their units. In exchange for this right, resident assumes full responsibility and liability for the pet and agrees to hold the Housing Authority of the County of Chester harmless from any claims caused by an action or inaction of the pet.

18.3 APPROVAL

Residents shall have the prior written approval of the Housing Authority before moving a pet into their unit. Residents shall request approval on the Authorization for Pet Ownership Form that shall be fully completed before the Housing Authority will approve the request. Residents shall give the Housing Authority a clear photograph of the pet so it can be identified.

18.4 TYPES AND NUMBER OF PETS

The Housing Authority of the County of Chester will allow only common household pets. This means that only domesticated animals such as a dog, cat, bird, fish in aquariums or a turtle will be allowed in units. Common household pets do not include reptiles (except turtles). If this definition is broader than a state or local law or regulation, the state or local law or regulation shall govern.

The number and type of pets per unit will be allowed according to this schedule.

Unit Size	Dog/ Cat	Bird/Fish/ Turtle
Zero Bedroom	1	1
One Bedroom	1	1
Two Bedrooms	1	2
Three Bedrooms	2	2
Four or More Bedrooms	2	2

Detailed restrictions, by type of pet:

Dog: Max. size: 20 lbs

Cat: No maximum size.

NOTE: All dogs and cats shall be spayed or neutered at 6 mos.

Bird: max. number: 2; max. size: parakeet size (no parrots, mynas, etc.)

Fish: Max aquarium size 10 gallons; no meat-eating species

Under no circumstances will any animal deemed to be potentially harmful to the health or safety of others, including attack or fight trained dogs, such as pit bulls, will be allowed.

18.5 INOCULATIONS

In order to be registered, pets shall be appropriately inoculated against rabies, distemper and other conditions prescribed by state and/or local ordinances. They shall comply with all other state and local public health, animal control, and anti-cruelty laws including any licensing requirements. A certification signed by a licensed veterinarian or state or local official shall be annually filed with the Housing Authority of the County of Chester to attest to the inoculations.

18.6 PET DEPOSIT

A pet deposit of \$99.00 is required at the time of registering a pet. The deposit is refundable when the pet or the family vacates the unit, less any amounts owed due to damage beyond normal wear and tear. A separate deposit is required for each pet.

18.7 FINANCIAL OBLIGATION OF RESIDENTS

Any resident who owns or keeps a pet in their dwelling unit will be required to pay for any damages caused by the pet. Also, any pet-related insect infestation in the pet owner's unit will be the financial responsibility of the pet owner. The Housing Authority reserves the right to exterminate and charge the resident.

18.8 NUISANCE OR THREAT TO HEALTH OR SAFETY

The pet and its living quarters shall be maintained in a manner to prevent odors and any other unsanitary conditions in the owner's unit and surrounding areas.

Repeated substantiated complaints by neighbors or Housing Authority personnel regarding pets disturbing the peace of neighbors through noise, odor, animal waste, or other nuisance shall result in the owner having to remove the pet or move him/herself.

Pets who make noise continuously and/or incessantly for a period of 10 minutes or intermittently for one half hour or more to the disturbance of any person at any time of day or night shall be considered a nuisance.

18.9 DESIGNATION OF PET AREAS

Pets shall be kept in the owner's apartment or on a leash at all times when outside the unit (no outdoor cages shall be constructed). Pets will be allowed only in designated areas on the grounds of the property if the Authority designates a pet area for the particular site. Pet owners shall clean up after their pets and are responsible for picking up the pet waste, placing it into a strong plastic bag, tightly sealed, and disposing of it in a waste bin.

Pets shall not be allowed in the community room, community room kitchen, laundry rooms, public bathrooms, lobby, hallways or offices in any Authority site, (with the exception of assistive animals).

To accommodate residents who have medically certified allergic or phobic reactions to dogs, cats, or other pets, those pets shall be barred from certain wings (or floors) in our development(s)/(building(s)). This shall be implemented based on demand for this service.

18.10 MISCELLANEOUS RULES

Pets shall not be left unattended in a dwelling unit: for dogs/cats/birds: 8 hours; for fish/turtle, 24 hours. If the pet is left unattended and no arrangements have been made for its care, the Authority has the right to enter the premises and take the unattended pet to be boarded at a local animal care facility at the total expense of the resident.

Pets shall be kept free of fleas, ticks, or other insect infestation.

Pet bedding shall not be washed in any common laundry facilities.

All dogs shall wear a tag bearing the resident's name and phone number and the date of the latest rabies inoculation.

Pets cannot be kept, bred or used for any commercial purpose.

Residents owning cats shall maintain waterproof litter boxes for cat waste. Refuse from litter boxes shall not accumulate or become unsightly or unsanitary. Litter shall be disposed of in a strong plastic bag, tightly sealed.

A pet owner shall physically control or confine his/her pet when Housing Authority employees, agents of the Housing Authority or others enter the pet owner's apartment to conduct business, provide services, enforce lease terms, etc.

If a pet causes harm to any person, the pet's owner shall be required to permanently remove the pet from the Housing Authority's property within 24 hours of written notice from the Housing Authority. The pet owner shall also be subject to termination of his/her dwelling lease.

A pet owner who violates any other conditions of this policy shall be required to remove his/her pet from the development within 10 days of written notice from the Housing Authority. The pet owner shall also be subject to termination of his/her dwelling lease.

The Housing Authority's grievance procedures shall be applicable to all individual grievances or disputes arising out of violations or alleged violations of this policy.

18.11 VISITING PETS

Pets that meet the size and type criteria outlined above may visit the projects/buildings where pets are allowed for up to one week, with the following provisions: 1) prior approval is required use the same Pet form; 2) the maximum number of pets (see paragraph 18.4) cannot be exceeded counting this visiting pet. Residents who have visiting pets shall abide by the conditions of this policy regarding health, sanitation, nuisances, and peaceful enjoyment of others. If visiting pets violate this policy or cause the tenant to violate the lease, the tenant will be required to remove the visiting pet immediately.

18.12 REMOVAL OF PETS

The Housing Authority of the County of Chester, or an appropriate community authority, shall require the removal of any pet from a project if the pet's conduct or condition is determined to be a nuisance or threat to the health or safety of other occupants of the project or of other persons in the community where the project is located, or if the pet is in an unhealthy state.

In the event of illness or death of pet owner, or in the case of an emergency which would prevent the pet owner from properly caring for the pet, the Housing Authority of the County of Chester has permission to call the emergency caregiver designated by the resident or the local Pet Law Enforcement Agency to take the pet and care for it until family or friends would claim the pet and assume responsibility for it. Any expenses incurred will be the responsibility of the pet owner.

Required Attachment E: “Progress Toward Five Year Plan Goals”

The Housing Authority of the County of Chester continues to make progress in most areas delineated in its initial Five Year Plan. Below is a brief statement of progress for each major element as outlined in the FY 2001 Five Year Plan template.

1. Increase the availability of affordable housing: supply; quality; choices.

Our first goal was to add up to 500 vouchers by the end of Year 5. We are just on track: by the end of Year 1, 100 incremental vouchers were applied for and awarded. Further, with the change in the Project-Based maximum to 20%, the Authority has awarded these to private developers as well as to new housing endeavors undertaken by the Authority through HOPE VI and other mixed –finance programs.

Additional housing is now occupied through HACC programs - “Scattered Site-First-Time Homebuyers” through HOPE VI, Bond issue, and tax credits – currently 40 houses. Modernization of all existing public housing has been spelled out in the revised 5-Year CFP. Unfortunately, the drastic cut in these funds have required a re-alignment of activity. The first priority is upgrading “504 units to meet current regulations. New roofs and security systems are also planned for this year.

2. Improve community quality of life and economic vitality: deconcentration/income mix. An updated analysis affirms that within housing type [elderly: family], no concentration of extremely low versus moderate-low exists.

3. Promote Self-Sufficiency and Asset development of families. Concerning the number employed, the goal over three years was to increase the number employed by ten percentage points. With the Community Service Requirement newly re-instated, residents will have an incentive to move toward self-sufficiency. The Family Self-sufficiency numbers have increased, and there are 35 graduates of the program. Concerning increasing Section 8 housing availability, the Authority has been working harder to recruit landlords for the program, with bi-weekly mini-seminars for prospective landlords.

4. Ensure Equal Opportunity in Housing for all Americans. The public housing programs serve well those groups most vulnerable to discrimination in housing. The Section 8 program – which is based on private landlords – needs to be better addressed. An updated program to recruit new landlords to the Section 8 program will include a component about Equal Opportunity. The Authority has been working with non-profits that are concerned with special populations. More work needs to be done; and hopefully the County will play a more substantive role in addressing all the needs of special populations.

Required Attachment F: Resident Member on the PHA Governing Board

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

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

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

- Elected
 Appointed

C. The term of appointment is (include the date term expires): **June 2005 (3-year appointment)**

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

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

A. Date of next term expiration of a governing board member:

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

The Chester County Commissioners appoint the Board members of the Housing Authority. There are three County Commissioners: Karen Martynick, Colin Hanna, and Andrew Dinniman.

Required Attachment G: Membership of the Resident Advisory Board or Boards

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

Judie Barr – PH, Family
Patricia Downs – PH, Elderly
Ken Wilson – PH, Elderly
Elsie Nicholas – PH, Family

Geraldine Edwards – Section 8, Family
Olli Lee – Section 8, Elderly

This group is an excellent representation of those directly assisted by the PHA.

Required Attachment H: Section 8 Homeownership Program Capacity Statement

The Housing Authority still has plans to establish a Section 8 Homeownership Plan. Prior to the finalization of that Plan, its Section 8 Administrative Plan will be amended to embrace this activity. The program will require that there be a minimum down payment of 3% of the purchase price and that the last 1% of the purchase price be from the family's personal resources.

Required Attachment I: Voluntary Conversion of Public Housing – RIA

1. How many of the PHA's development are subject to the RIA?: **2: *Partial of 2 project numbers: 46-2, 26 units; 46-4, 24 units.***
2. How many developments are NOT subject to RIA? **4(*elderly/disabled*)**
3. How many Assessments were conducted? **2**
4. Identify PHA developments that may be appropriate for conversion:

Locust Court: West Chester, [east end of town]. 26 family units.

Fairview Village, Phoenixville. 24 family units

Responses to Questions:

1. *Conversion would not be more expensive.*

It would be advantageous to convert the two family public housing developments to Section 8, if it is assumed that HA would continue to own and manage the property, i.e. that the only change is the income stream.

2. *Conversion would not adversely impact the residents.*

There would be no difference to the residents. All utilities would be paid by the landlord, which is the housing authority. Over time, utilities could be transferred to residents; however, in that case, they would receive a utility allowance.

3. *Conversion would not adversely impact the availability of affordable housing.*

There would be no adverse impact, as this Authority has approximately vouchers unused. In fact, it may assist in better acceptance of affordable housing by the community with "public housing" being eliminated. It would be recommended to undertake serious cosmetic improvements with the conversion.

Required Attachment J: Resident Advisory Board Comments

The Resident Advisory Board [RAB] met at lunchtime on August 7, 2003 to review the draft Annual & CFP Five Year Plans.

Brief history provided:

The initial Annual and Five Year Plan had to reflect the changes required by the new housing law “Quality Housing & Work Responsibility Act” [QHWRA]. The RAB at that time had reviewed the Plan in detail and had made numerous suggestions – all of which were adopted by the HACC Board. In subsequent years, the only changes were adding “Designated Housing” and Section 8 homeownership as possible actions, and deleting Low Income Housing Tax Credits as a preferred method for creating new low income housing. Four members of the original Resident Advisory Board were still members and reinforced these statements.

The discussion then moved to the current Plan, which was reviewed page-by-page.

- Housing Needs – Wait List Wait list data for both programs have been updated – increase in both with the greatest increase occurring in the “under 30% AMI” category. All agreed with this finding.
- “Need – All eligible populations” Strategy #2 – a new source has been added ‘ Use of Replacement Housing Factor” funds for development of *new* public housing. *Discussion:* The Authority is planning to develop housing for the elderly – there is a lot of new elderly housing in this County – but it is expensive! A member asked about *family* housing. We agreed that was desirable, however in Chester County the cost of land is prohibitive – thus purchasing a closed elementary school to be converted into elderly housing is more cost effective. Also, *transportation* is an issue for low income families – and land that might be affordable would be in rural areas with no transportation to jobs, etc.

This is only *planning*. These RHF funds are to accrue for 5 years/until sufficient funds accumulated. The level of funding to be provided is only an estimate based on the last allotted amount; Congress/HUD could cancel this program at any time, thus this is what we *plan* to do. These funds also require leveraging through tax credits, etc.

- “Need – Family w/Disabilities”. Strategy 1, block 2. The Authority is committing CFP funds to bring units designated as “ADA/504” into compliance with current regulations.. *Discussion.* The work at one family development will give back the 1st floor area to the “resident office” unit – the representative was delighted with this news! Other units were discussed - all were pleased with the proposed actions.
- While reviewing “Section 2, Statement of Financial Resources”.... “PHDEP” - no funds? 2001 was last year of funding. A member stated that when the program was stopped, HUD said that additional funds would be provided to PHA’s in their operating subsidy allotment – where is it and how much is it? We have the same question – evidently these funds are not identifiable – it is assumed that this action is part of the formula when HUD computes the operating subsidy.

- “ROSS” – no funds for economic self-sufficiency activities? This is ROSS – a specific program. The Authority had applied for elderly supportive services for the last 3 years – and despite obtaining a score of 97, did not get an award - most of the funds evidently were granted to family-type activities. What about other funding for economic self-sufficiency programs, training etc. The CFP has a line item for training. The Authority also has a successful “Family Self-Sufficiency” program under Section 8 – and public housing residents may participate.
- While reviewing “Section 3A(1) Eligibility, Public Housing”...Criminal history – isn’t there a new law that even if a person committed a felony, if it was a long time ago, they are eligible? Yes, that’s been in place for a few years – the timeframe for a clean record since the felony is 3 years – need to verify. Who at HACC determines that this person versus someone else gets in? Where is it written, what is HACC’s policy?? It is a part of the ACOP; we follow the Wait List.
- The RAB brought up the issue of “Community Service Requirements”, as everyone had just received a letter about it. It was emphasized that the exemptions included many categories and that most of our residents would fall into one of those categories. However, the resident must present evidence to verify the exemption. What constitutes “Community Service?” Who defines it - just HACC? We will provide what we think. We said that their input was welcome; any ideas on volunteer opportunities with established non-profits would be appreciated.
- The discussion then turned to the Capital Fund Plan’s planned activities.

The Dir. of Maintenance explained the decrease in funding award for FY 2003 and the resultant decrease in estimated funds available for FY 2004 – 2008. The planned complete rehabilitation of the Locust Curt family site has thus been trimmed back. The exterior work is still on – all the front stoops and tiny grassy areas will be removed and replaced with modern, useful front entrances. The exterior work will be done in phases, using out-year funds. The neighboring elderly/disabled site will get a security/telephone access system. Other sites will also have the most pressing work done first. The concept of “Fungibility was again explained.

The RAB members were very disappointed in the funding cuts and that therefore fewer improvements could be made.

The Public Hearing. This was held on October 14, 2003. This Hearing was duly advertised in accordance with requirements. No comments were received.

Required Attachment K: Sec 8 Project-Based Assistance Program

The Authority is utilizing the maximum 20% of total Section 8 vouchers for the PBA program – 302.

Chester County is now the wealthiest County in the Commonwealth of Pennsylvania. It also has the fastest rate of growth. The resident population continues to age in place. Thus, new housing development, be it for families or elderly is “middle income” or above. There are quite a few new senior developments throughout the County that are “top-end”. There is no such thing as “affordable housing” in the market place.

Some developers, in conjunction with non-profits, built low-income affordable housing utilizing tax credits and PBAs, and the Authority has been involved with them for quite a few years. The demand for this type of housing continues to increase, however. Further, the Authority’s HOPE VI Mixed-Finance projects and a non-HOPE VI Mixed Finance project are using PBAs for the non-ACC units so as to ensure an income stream to the partnerships created through the Mixed Finance endeavors.

Concerning geographic distribution/census tracts, the current and planned developments are in qualifying tracts, but are not in “bad neighborhoods”. They are also scattered throughout the County rather than being concentrated in the two well-known “low income” municipalities. This plan will go a long way toward the HUD - and the Housing Authority’s – goal of creating housing which is *not* in the traditionally “poor neighborhoods”.

Capital Fund Program Five-Year Action Plan for FY 2004 – 2008 Plan
Part I: Summary **a/o September 2003**

PHA Name: Housing Authority of the County of Chester, PA				<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Dev. No. Name/ HA-Wide	Year 1 FY 2004 PHA FY: 2004	Work Statement for Year 2 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 3 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 4 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 5 FFY Grant: 2008 PHA FY: 2008
	Annual Statement				
46-2		58,000	55,000	26,000	52,000
46-4		93,500	92,000	89,600	74,000
46-5		9,500	8,500	8,500	8,500
46-8		9,500	9,500	9,500	9,500
Agency-wide		110,948	116,448	147,848	137,448
CFP Funds Listed for 5-year planning		281,448	281,448	281,448	281,448

Signature of the Executive Director	Date	Signature of the Field Office Manager	Date
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Capital Fund Program Five-Year Action Plan for FY 2004 – 2008 Plan - Housing Authority of the County of Chester
Part II: Supporting Pages—Work Items, page 1 of 2.
a/o September 2003

Activities Yr. 1	Activities for Year:2__ FFY Grant: 2005; PHA FY: 2005			Activities for Year:3 __ FFY Grant: 2006; PHA FY: 2006		
2004	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	46-2			46-2		
Qual element	Maple/Spruce & Locust Courts	<i>See below</i> Non-routine rehabs	5,000	Maple/Spruce & Locust Courts	<i>See below</i> Non-routine rehabs	5,000
	<i>Same</i>	Extensive grounds work BLI 1450	53,000	<i>same</i>	Extensive grounds work BLI 1450	50,000
	<u>Subtotal</u>		<u>58,000</u>	<u>Subtotal</u>		<u>55,000</u>
	46-4			46-4		
	46-4A King Terrace	Total Building Renovation	50,000	46-4A King Terrace	Total Building Renovation	55,000
	46-4B Fairview Village	Roof Replacement; non-routine rehabs	27,000	46-4B Fairview Village	Roof Replacement; non-routine rehabs	25,000
	<i>Same</i>	Extensive grounds work BLI 1450	16,500	<i>same</i>	Extensive grounds work BLI 1450	12,000
	<u>Subtotal</u>	<u>Including 1450.....</u>	<u>93,500</u>	<u>Subtotal</u>	<u>Including 1450.....</u>	<u>92,000</u>
	46-5			46-5		
	222 N. Church St.	HVAC, Elevator as needed	5,000	222 N. Church St.	Carpet & Painting	5,000
		Non-routine unit rehab	4,500		Non-routine unit rehab	3,500
	<u>Subtotal</u>		<u>9,500</u>	<u>Subtotal</u>		<u>8,500</u>
	46-8			46-8		
	Oxford Terrace	Roof Replacement	5,000	Oxford Terrace	Carpet & Painting	4,500
		Non-routine Rehabs	4,500		Non-routine unit rehab	5,000
	<u>Subtotal</u>		<u>9,500</u>	<u>Subtotal</u>		<u>9,500</u>
	Countywide	Appliances, boiler systems	13,358	Countywide	Appliances, boiler systems	16,858
		External Imprvmts & Bldg Security	7,500		External Imprvmts & Bldg Security	18,500
		Computer upgrade	9,000		Computer upgrade	10,000
		Ops, Admin, & A/E.	81,090		Ops, Admin, & A/E.	71,090
	Total CFP Estimated Cost		281,448			281,448

Signature of the Executive Director

Date

Signature of the Field Office Manager

Date

Capital Fund Program Five-Year Action Plan for FY 2004 – 2008 Plan - Housing Authority of the County of Chester

Part II: Supporting Pages—Work Items , page 2 of 2.

a/o September 2003

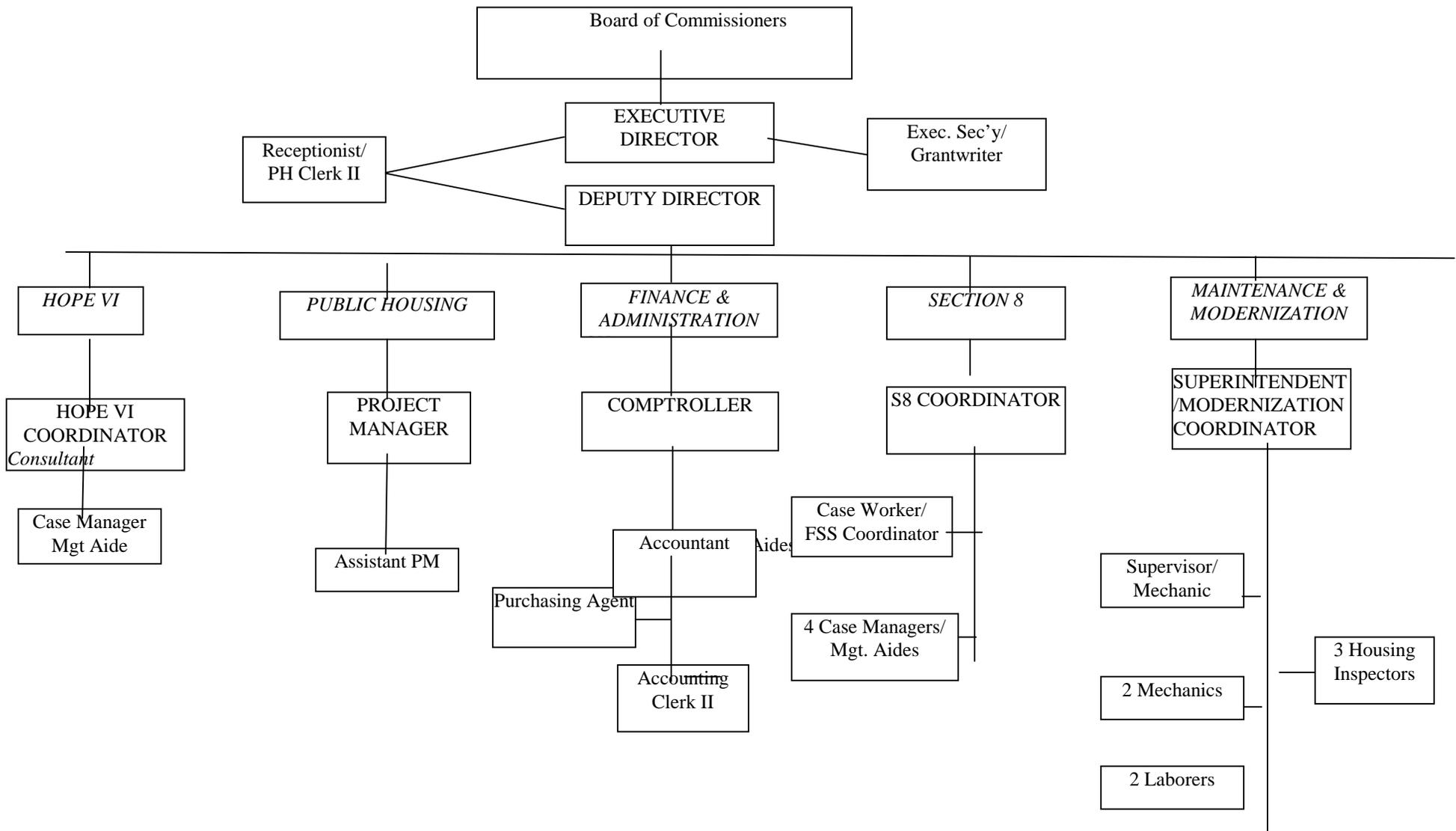
Activities for Year: <u>4</u> FFY Grant: 2007; PHA FY: 2007			Activities for Year: <u>5</u> FFY Grant: 2008 PHA FY: 2008		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
46-2			46-2		
Maple/Spruce & Locust Courts	Roof Replacement	21,000	Maple/Spruce & Locust Courts	SEE BELOW	
	Non-routine rehabs	5,000	Locust Courts	Non-routine rehabs	5,000
Same			same	Extensive grounds work BLI 1450	47,000
<u>Subtotal</u>		<u>26,000</u>	<u>Subtotal</u>	<u>Including 1450.....</u>	<u>52,000</u>
46-4			46-4		
46-4A King Terrace	Total Building Renovation	56,000	46-4A King Terrace	Total Building Renovation	50,000
46-4B Fairview Village	Roof Replacement; non-routine rehabs	22,000	46-4B Fairview Village	Roof Replacement; non-routine rehabs	24,000
Same	Extensive grounds work BLI 1450	11,600	same		
<u>Subtotal</u>	<u>Including 1450.....</u>	<u>89,600</u>	<u>Subtotal</u>		<u>74,000</u>
46-5			46-5		
222 N. Church St.	Carpeting & Painting	5,000	222 N. ChurchSt.	Carpeting & Painting	5,000
	Non-routine unit rehab	3,500		Non-routine unit rehab	3,500
<u>Subtotal</u>		<u>8,500</u>	<u>Subtotal</u>		<u>8,500</u>
46-8			46-8		
Oxford Terrace	Carpeting & Painting	4,500	Oxford Terrace	Carpeting & Painting	4,500
	Non-routine unit rehab	5,000		Non-routine unit rehab	5,000
<u>Subtotal</u>		<u>9,500</u>	<u>Subtotal</u>		<u>9,500</u>
Countywide	Appliances, boiler systems	22,858	Countywide	Appliances, boiler systems	9,958
	External Imprvmts & Bldg Security	16,000		External Imprvmts & Bldg Security	16,500
	Computer upgrade	7,500		Computer upgrade	8,000
	Ops, Admin, & A/E.	101,490		Ops, Admin, & A/E.	102,990
Total CFP Estimated Cost		281,448			281,448

Signature of the Executive Director

Date

Signature of the Field Office Manager

Date



***HOUSING AUTHORITY OF THE COUNTY OF
CHESTER PA046***

**Attachment "A" to the FY 2004 Annual & Five Year
Plan**

**" P&E" Statements for Existing CFP programs & FY
2004 Annual Statement**

Table of Contents of this File:

Data is located in the worksheets, clearly labeled, as follows:

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709/99 SUMMARY
709/99 DETAIL
709/99 SCHEDULE

501-01 SUMMARY
501-01 DETAIL
501-01 SCHEDULE

501-02 SUMMARY
501-02 DETAIL
501-02 SCHEDULE

501-03 SUMMARY
501-03 DETAIL
501-03 SCHEDULE

Annual Statement/Performance and Evaluation Report

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

PHA Name Housing Authority of the County of Chester		Grant Type and Number Capital Fund Program Grant No: PA26PO46709/99 Replacement Housing Factor Grant No:			Federal FY of Grant: 1999	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters / Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)						
<input checked="" type="checkbox"/> Performance and Evaluation Report For Period Ending: 6/30/2003 <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	88,964.90		88,964.90	10,611.10	
3	1408 Management Improvement	74,467.10		74,467.10	47,019.56	
4	1410 Administration	88,965		88,965	88,965.00	
5	1411 Audit	0		0	0	
6	1415 Liquidated Damages	0		0	0	
7	1430 Fees and Costs	0		0	0	
8	1440 Site Acquisition	0		0	0	
9	1450 Site Improvement	110,000		110,000	86,225.07	
10	1460 Dwelling Structures	115,000		115,000	118,908.08	
11	1465.1 Dwelling Equipment - Nonexpendable	0		0	0	
12	1470 Nondwelling Structures	0		0	0	
13	1475 Nondwelling Equipment	12,252		12,252	12,252.00	
14	1485 Demolition	0		0	0	
15	1490 Replacement Reserve	400,000		400,000	400,000.00	
16	1492 Moving to Work Demonstration	0		0		
17	1495.1 Relocation Cost	0		0	0	
18	1499 Development Activities Mod Used For Development	0		0	0	
19	1501 Collateralization or Debt Service	0		0	0	
20	1502 Contingency	0		0	0	
21	Amount of Annual Grant (Sum of lines 2-20)	889,649		889,649	763,980.81	
22	Amount of Line 21 Related to LBP Activities	0		0	0	
23	Amount of Line 21 Related to Section 504 Compliance	0		0	0	
24	Amount of Line 21 Related to Security - Soft Costs	0		0	0	
25	Amount of Line 21 Related to Security - Hard Costs	0		0	0	
26	Amount of Line 21 Related to Energy Conservation Measures	0		0	0	
Signature of the Executive Director		Date		Signature of the Field Office Manager		

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

Part II: Supporting Pages

PHA Name:		Grant Type and Number						
		Capital Fund Program Grant No: I:PA26PO46709/99						
		Replacement Housing Factor Grant No:						
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised (1)	Funds Obligated	Funds Expended	
HA-WIDE	OPERATIONS	1406		88,964.90		88,964.90	10,611.10	Ongoing Costs that Offset Operating Budget
HA-WIDE	MGMT. IMPROVEMENTS	1408						
	1. Training							
	a) Staff&Teambuilding			9,937		9,937	6,407.08	ongoing
	b) ResidentTraining			3,500		3,500	915.73	
	c) Maintenance			2,500		2,500	0.00	
	d) Board			2,500		2,500	0.00	
	e) Tenant Selection			2,000		2,000	0.00	
	f) Sensitivity			3,000		3,000	0.00	
	2. Economic Development			20,000		20,000	1,822.20	may realign to software upgrade
	3. Housing Plan Development			750		750	0.00	
	4. MIS Development			7,035		7,035	16,660.92	
	5. CGP Planning Costs			1,000		1,000	0.00	
	6. Software Upgrade			17,745		17,745	19,518.63	ongoing - adj. May be necessary
	7. PHAS Compliance			1,500		1,500	0.00	
	8. Policy & Procedure Update			3,000		3,000	1,695.00	ongoing
	TOTAL	1408		74,467		74,467	47,019.56	
HA-WIDE	ADMINISTRATIVE	1410						
	1. Salaries & Benefits			88,965		88,965	88,965.00	ongoing
	TOTAL	1410		88,965		88,965	88,965.00	
46-2/WC-East End	SITE IMPROVEMENT	1450						
	Heating & Hot Water Line Repair			30,000		30,000	2,083.86	ongoing
46-4/Fairview	Recreation Area Rehab			80,000		80,000	84,141.21	ongoing
	TOTAL	1450		110,000		110,000	86,225.07	
	DWELLING STRUCTURES	1460						
46-2/MSL Crts.	Rehabs			5,000		5,000	7,773.16	complete/this grant
46-4/KT & FV	Rehabs			5,000		5,000	9,445.89	complete/this grant
46-5/East End	Rehabs			20,000		20,000	11,433.33	complete/this grant
46-8/Oxford	Rehabs			5,000		5,000	16,719.66	complete/this grant
	Window Replacement			80,000		80,000	73,536.04	near completion
	TOTAL	1460		115,000		115,000	118,908.08	
HA-WIDE	NON-DWELLING EQUIPMENT	1475						
	Ranges & Refrigerators			12,252		12,252	12,252.00	Complete
	TOTAL	1475		12,252		12,252	12,252.00	
46-5/Oak Place	REPLACEMENT RESERVE	1490		400,000		400,000	400,000.00	All moved to replacement Reserve Account
	TOTAL	1490		400,000		400,000	400,000.00	
	BUDGET TOTALS			889,649		889,649	763,980.81	

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

PHA Name: Housing Authority of the County of Chester	Grant Type and Number Capital Fund Program No: PA26PO46709/99 Replacement Housing Factor No:	Federal FY of Grant: 1999
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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	
HA-Wide	9/30/2001			9/30/2003			
PA46-2 M, S & L Courts	9/30/2001			9/30/2003			
PA46-4 King Terrace and 300 High St	9/30/2001			9/30/2003			
PA46-5 222 N. Church S	9/30/2001			9/30/2003			
PA46-8 Oxford Terrace	9/30/2001			9/30/2003			

Annual Statement/Performance and Evaluation Report

a/o Oct 1, 2003, Final

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

PHA Name Housing Authority of the County of Chester		Grant Type and Number Capital Fund Program Grant No: PA26PO4650100 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000
<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: June 30, 2003 <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	96,500		96,500.00	96,500.00
3	1408 Management Improvement	106,181		106,181.00	93,464.52
4	1410 Administration	96,500		96,500.00	96,500.00
5	1411 Audit	0		0	0
6	1415 Liquidated Damages	0		0	0
7	1430 Fees and Costs	50,000		50,000.00	37,950.36
8	1440 Site Acquisition	0		0	0
9	1450 Site Improvement	80,000		80,000.00	0
10	1460 Dwelling Structures	471,974		471,974.00	471,974.00
11	1465.1 Dwelling Equipment - Nonexpendable	50,000		50,000.00	17,495.35
12	1470 Nondwelling Structures	0		0	0
13	1475 Nondwelling Equipment	15,500		15,500.00	13,021.00
14	1485 Demolition	0		0	0
15	1490 Replacement Reserve	0		0	0
16	1492 Moving to Work Demonstration	0		0	0
17	1495.1 Relocation Cost	0		0	0
18	1499 Development Activities Mod Used For Development	0		0	0
19	1501 Collateralization or Debt Service	0		0	0
20	1502 Contingency	0		0	0
21	Amount of Annual Grant (Sum of lines 2-20)	966,655		966,655.00	826,905.23
22	Amount of Line 21 Related to LBP Activities	0		0	0
23	Amount of Line 21 Related to Section 504 Compliance	0		0	0
24	Amount of Line 21 Related to Security - Soft Costs	0		0	0
25	Amount of Line 21 Related to Security - Hard Costs	0		0	0
26	Amount of Line 21 Related to Energy Conservation Measures	0		0	0
Signature of the Executive Director		Date		Signature of the Field Off	

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

a/o Oct 1, 2003, Final

Part II: Supporting Pages

PHA Name: Housing Authority of the County of Chester		Grant Type and Number Capital Fund Program Grant No: 1:PA26PO4650100 Replacement Housing Factor Grant No:						
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised (1)	Funds Obligated	Funds Expended	
HA-WIDE	OPERATIONS	1406		96,500		96,500.00	96,500.00	complete
HA-WIDE	MGMT. IMPROVEMENTS	1408						
	1. Training							
	a) Staff /BoardTraining			30,000		30,000	30,000	
	b) ResidentTraining			10,000		10,000	5,036	
	c) Software Training/Update			15,000		15,000	15,000	
	2. Economic Development			35,681		35,681	27,929	ongoing
	3. Service Contracts			12,000		12,000	12,000	
	4. Policies & Procedures Update			3,500		3,500	3,500	
	TOTAL	1408		106,181		106,181.00	93,464.52	
HA-WIDE	ADMINISTRATIVE	1410						
	1. Salaries & Benefits			96,500		96,500	96,500	Complete
	TOTAL	1410		96,500		96,500.00	96,500.00	
46-4/KT & FV	A & E SERVICES	1430		50,000		50,000.00	37,950.36	ongoing
46-4 / Fairview	SITE IMPROVEMENT	1450						
	1. Playground Equipment			80,000		80,000	0.00	
	TOTAL	1450		80,000		80,000	0	
	DWELLING STRUCTURES	1460						
46-2/MSL Crts.	1. Non Routine Rehabs			8,000		8,000	8,000	
	2. Concrete Repair			50,000		50,000	50,000	
46-4/King Terr.	3. Non Routine Rehabs			5,000		5,000	5,000	
	4. Rehabs (substantial unit)			254,974		254,974	254,974	
46-4/Fairview	5. Non Routine Rehabs			5,000		5,000	5,000	
46-5/222 N.C.St.	6. Roof Replacement			56,000		56,000	56,000	
	7. Non-Routine Rehabs			5,000		5,000	5,000	
46-8/Oxford	8. Non Routine Rehabs			5,000		5,000	5,000	
	9. Window Replacement			83,000		83,000	83,000	
	TOTAL	1460		471,974		471,974	471,974	Complete
HA-WIDE	DWELLING EQUIPMENT	1465.1						
	1. Ranges & Refrigerators			50,000		50,000	17,495.35	ongoing replacements
	TOTAL	1465.1		50,000		50,000	17,495.35	
HA-WIDE	NON-DWELLING EQUIPMENT	1475						
	1. Boiler/System Repairs (non-routine)			15,500		15,500	13,021.00	ongoing
	TOTAL	1475		15,500		15,500	13,021.00	
	GRAND TOTAL			966,655		966,655.00	826,905.23	

Signature of the Executive Director

Date:

Signature of the Field Office Manager

Date:

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

Part III: Implementation Schedule

PHA Name: Housing Authority of the County of Chester	Grant Type and Number Capital Fund Program No: PA26PO4650100 Replacement Housing Factor No:	Federal FY of Grant: <p style="text-align: center;">2000</p>
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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	
HA-Wide	3/31/2002	9/30/2002		9/30/2004			
46-2 Maple, Spruce & Locust Courts	3/31/2002	9/30/2002		9/30/2004			
46-4 King Terrace and Fairview Village	3/31/2002	9/30/2002		9/30/2004			
46-5 222 N. Church St.	3/31/2002	9/30/2002		9/30/2004			
46-8 Oxford Terrace	3/31/2002	9/30/2002		9/30/2004			

Annual Statement/Performance and Evaluation Report

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

a/o Oct 1, 2003, Final

PHA Name Housing Authority of the County of Chester		Grant Type and Number Capital Fund Program Grant No: PA26PO4650101 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: June 30, 2003 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost Original	Revised	Total Actual Cost Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	62,900		62,900	62,900.00
3	1408 Management Improvement	93,500		93,500	0
4	1410 Administration	62,900		62,900	3,548.54
5	1411 Audit	0		0	0
6	1415 Liquidated Damages	0		0	0
7	1430 Fees and Costs	10,000		10,000	0
8	1440 Site Acquisition	0		0	0
9	1450 Site Improvement	10,000		10,000	0
10	1460 Dwelling Structures	329,720		329,720	2,799.63
11	1465.1 Dwelling Equipment - Nonexpendable	50,000		50,000	0
12	1470 Nondwelling Structures	0		0	0
13	1475 Nondwelling Equipment	10,500		10,500	0
14	1485 Demolition	0		0	0
15	1490 Replacement Reserve	0		0	0
16	1492 Moving to Work Demonstration	0		0	0
17	1495.1 Relocation Cost	0		0	0
18	1499 Development Activities Mod Used For Development	0		0	0
19	1501 Collateralization or Debt Service	0		0	0
20	1502 Contingency	0		0	0
21	Amount of Annual Grant (Sum of lines 2-20)	629,520		629,520.00	69,248.17
22	Amount of Line 21 Related to LBP Activities	0		0	0
23	Amount of Line 21 Related to Section 504 Compliance	0		0	0
24	Amount of Line 21 Related to Security - Soft Costs	0		0	0
25	Amount of Line 21 Related to Security - Hard Costs	0		0	0
26	Amount of Line 21 Related to Energy Conservation Measures	0		0	0
Signature of the Executive Director		Date	Sept. 29, 2003	Signature of the Field Office Manager	

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

a/o Oct 1, 2003, Final

Part II: Supporting Pages

PHA Name: Housing Authority of the County of Chester		Grant Type and Number 30-Jun-03		Capital Fund Program Grant No: :PA26PO4650101		Replacement Housing Factor Grant No:		Status of Proposed Work
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised (1)	Funds Obligated	Funds Expended	
HA-WIDE	OPERATIONS	1406		62,900		62,900	62,900.00	Complete
HA-WIDE	MGMT. IMPROVEMENTS	1408						
	1. Training							
	a) Staff /BoardTraining			20,000		20,000	0	
	b) ResidentTraining			10,000		10,000	0	
	c) Software Training/Update			15,000		15,000	0	
	2. Economic Development			32,000		32,000	0	
	3. Service Contracts			12,000		12,000	0	
	4. Policies & Procedures Update			4,500		4,500	0	
	TOTAL	1408		93,500		93,500	0.00	Utilizing prev. yrs. 1st
HA-WIDE	ADMINISTRATIVE	1410						
	1. Salaries & Benefits			62,900		62,900	3,548.54	
	TOTAL	1410		62,900		62,900	3,548.54	Ongoing Monthly chrgs
HA-WIDE	A & E SERVICES	1430		10,000		10,000	0	Using 00 funds first
HA-WIDE	SITE IMPROVEMENT	1450						
	TOTAL	1450		10,000		10,000	0	Analysis complete
HA-WIDE	DWELLING STRUCTURES	1460						
46-2/MSL Crts.	1. Non Routine Rehabs			15,000		15,000	0	
46-4/King Terr.	3. Non Routine Rehabs			5,000		5,000	0	
	4. Rehabs (substantial unit)			194,720		194,720	0	
46-4/Fairview	5. Non Routine Rehabs			5,000		5,000		
46-5/222 N.C.St.	6. Roof Replacement			100,000		100,000	2,799.63	Work has begun/
	7. Non-Routine Rehabs			5,000		5,000		
46-8/Oxford	8. Non Routine Rehabs			5,000		5,000	0	Rehabs are ongoing
	TOTAL	1460		329,720		329,720	2,799.63	County-wide
HA-WIDE	DWELLING EQUIPMENT	1465.1						
	1. Ranges & Refrigerators			50,000		50,000		
	TOTAL	1465.1		50,000		50,000	0	Purchases ongoing
HA-WIDE	NON-DWELLING EQUIPMENT	1475						
	1. Systems Repairs (non-routine)			10,500		10,500	0	
	TOTAL	1475		10,500		10,500	0	Ongoing
	GRAND TOTAL			629,520		629,520	69,248.17	

Signature of the Executive Director

Date:

Signature of Field Manager

Date:

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

PHA Name: Housing Authority of the County of Chester	Grant Type and Number Capital Fund Program No: PA26PO4650101 Replacement Housing Factor No:	Federal FY of Grant: <p style="text-align: center;">2001</p>
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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	
HA-Wide	6/30/2003			6/30/2005			
46-2 Maple, Spruce & Locust Courts	6/30/2003			6/30/2005			
46-4 King Terrace and Fairview Village	6/30/2003			6/30/2005			
46-5 222 N. Church St.	6/30/2003			6/30/2005			
46-8 Oxford Terrace	6/30/2003			6/30/2005			

Annual Statement/Performance and Evaluation Report

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

PHA Name Housing Authority of the County of Chester	Grant Type and Number Capital Fund Program Grant No: PA26PO46501-02 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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Original Annual Statement
 Reserve for Disasters / Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report For Period Ending: **June 30, 2003**
 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	36,250		36,250.00	36,250.00
3	1408 Management Improvement	23,500		0	0.00
4	1410 Administration	36,250		0	0.00
5	1411 Audit	0		0	0
6	1415 Liquidated Damages	0		0	0
7	1430 Fees and Costs	5,000		0	0.00
8	1440 Site Acquisition	0		0	0
9	1450 Site Improvement	9,000		0	0.00
10	1460 Dwelling Structures	197,000		0	0.00
11	1465.1 Dwelling Equipment - Nonexpendable	3,013		0	0
12	1470 Nondwelling Structures	0		0	0
13	1475 Nondwelling Equipment	52,500		0	0.00
14	1485 Demolition	0		0	0.00
15	1490 Replacement Reserve	0		0	0.00
16	1492 Moving to Work Demonstration	0		0	
17	1495.1 Relocation Cost	0		0	0
18	1499 Development Activities Mod Used For Development	0		0	0
19	1501 Collateralization or Debt Service	0		0	0
20	1502 Contingency	0		0	0
21	Amount of Annual Grant (Sum of lines 2-20)	362,513		36,250	36,250.00
22	Amount of Line 21 Related to LBP Activities	0		0	0
23	Amount of Line 21 Related to Section 504 Compliance	0		0	0
24	Amount of Line 21 Related to Security - Soft Costs	0		0	0
25	Amount of Line 21 Related to Security - Hard Costs	0		0	0
26	Amount of Line 21 Related to Energy Conservation Measures	0		0	0

Signature of the Executive Director	Date Sept. 29, 2003	Signature of the Field Office Manager	Date
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Annual Statement / Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

a/o Oct 1, 2003

Part II: Supporting Pages

PHA Name: Housing Authority of the County of Chester		Grant Type and Number 30-Jun-03 Capital Fund Program Grant No: :PA26PO46501-02 Replacement Housing Factor Grant No:		Total Estimated Cost		Total Actual Cost		Status of Proposed Work
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Original	Revised (1)	Funds Obligated	Funds Expended	
HA-WIDE	OPERATIONS	1406		36,250		36,250.00	36,250.00	Complete
HA-WIDE	MGMT. IMPROVEMENTS	1408						
	1. Training							
	a) Staff & Board			7,500				
	2. Service Contracts			14,000				
	3. Policy & Procedure Update			2,000				
	TOTAL	1408		23,500		0.00	0.00	
HA-WIDE	ADMINISTRATIVE	1410						
	1. Salaries & Benefits			36,250				
	TOTAL	1410		36,250		0.00	0.00	
HA-WIDE	A & E SERVICES	1430		5,000				
	TOTAL	1430		5,000		0.00	0.00	
HA-WIDE	SITE IMPROVEMENTS	1450						
	1. County-wide			9,000				
	TOTAL	1450		9,000		0.00	0.00	
46-2/MSL Crts.	DWELLING STRUCTURES	1460						
	Rehabs			2,500				
	Designated Housing			10,000				
46-4/KT	Major Renovations			115,000				
46-4FV	Rehabs			2,500				
46-5 Church St.	Roof Replacement			62,000				
	Rehabs			2,500				
46-8/Oxford	Rehabs			2,500				
	TOTAL	1460		197,000		0.00	0.00	
HA-WIDE	DWELLING EQUIPMENT-Non Exp.			3,013				
		1465		3,013		0.00	0.00	
HA-WIDE	COMPUTER UPGRADE	1475						
	1. Hardware			50,000				
	2. Boiler System Repairs			2,500				
	TOTAL	1475		52,500		0.00	0.00	
BUDGET TOTALS				362,513		36,250.00	36,250.00	

Signature of Executive Director

Date:

Signature of Field Office Manager

Date:

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

PHA Name: Housing Authority of the County of	Grant Type and Number Capital Fund Program No: PA26PO46501-02 Replacement Housing Factor No:	Federal FY of Grant: <p style="text-align: center;">2002</p>
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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	
HA-Wide	5/29/2004			5/29/2006			
46-2 Maple, Spruce & Locust Courts	5/29/2004			5/29/2006			
46-4 King Terrace and Fairview Village	5/29/2004			5/29/2006			
46-5 222 N. Church St.	5/29/2004			5/29/2006			
46-8 Oxford Terrace	5/29/2004			5/29/2006			

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

PHA Name Housing Authority of the County of Chester		Grant Type and Number Capital Fund Program Grant No: PA26PO46501-03 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003	
<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: June 30, 2003 <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	28,145		0.00	0.00	
3	1408 Management Improvement	15,000		0.00	0.00	
4	1410 Administration	28,145		0.00	0.00	
5	1411 Audit	0		0.00	0.00	
6	1415 Liquidated Damages	0		0.00	0.00	
7	1430 Fees and Costs	0		0.00	0.00	
8	1440 Site Acquisition	0		0.00	0.00	
9	1450 Site Improvement	9,145		0.00	0.00	
10	1460 Dwelling Structures	143,013		0.00	0.00	
11	1465.1 Dwelling Equipment - Nonexpendable	5,000		0.00	0.00	
12	1470 Nondwelling Structures	0		0.00	0.00	
13	1475 Nondwelling Equipment	45,000		0.00	0.00	
14	1485 Demolition	0		0.00	0.00	
15	1490 Replacement Reserve	0		0.00	0.00	
16	1492 Moving to Work Demonstration	0		0.00	0.00	
17	1495.1 Relocation Cost	8,000		0.00	0.00	
18	1499 Development ActivitiesMod Used For Development	0		0.00	0.00	
19	1501 Collateralization or Debt Service	0		0.00	0.00	
20	1502 Contingency	0		0.00	0.00	
21	Amount of Annual Grant (Sum of lines 2-20)	281,448		0.00	0.00	
22	Amount of Line 21 Related to LBP Activities	0		0	0	
23	Amount of Line 21 Related to Section 504 Compliance	0		0	0	
24	Amount of Line 21 Related to Security - Soft Costs	0		0	0	
25	Amount of Line 21 Related to Security - Hard Costs	0		0	0	
26	Amount of Line 21 Related to Energy Conservation Measures	0		0	0	
Signature of the Executive Director		Date Sept. 29, 2003	Signature of the Field Office Manager		Date	

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

Part II: Supporting Pages

a/o Oct 1, 2003, Final

PHA Name: Housing Authority of the County of Chester		Grant Type and Number 30-Jun-03						
		Capital Fund Program Grant No :PA26PO46501-03						
		Replacement Housing Factor Grant No:						
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised (1)	Funds Obligated	Funds Expended	
HA-WIDE	OPERATIONS	1406		28,145		0.00	0.00	
HA-WIDE	MGMT. IMPROVEMENTS	1408						
	1. Staff, Board & Residents Training			3,000				
	2. Economic Development			5,000				
	3. Service Contracts			6,000				
	4. Policy & Procedure Update			1,000				
	TOTAL	1408		15,000		0.00	0.00	
HA-WIDE	ADMINISTRATIVE	1410						
	1. Salaries & Benefits			28,145				
	TOTAL	1410		28,145		0.00	0.00	
HA-WIDE	SITE IMPROVEMENTS	1450						
	1. All sites - County wide			9,145				
	TOTAL	1450		9,145		0.00	0.00	
46-2/MSL Crts. 46-4/KT 46-4FV 46-5 Church St. 46-8/Oxford	DWELLING STRUCTURES	1460						
	1. Entrance & Roof Repair			46,000				
	2. Renovations			50,000				
	3. Renovations			22,000				
	4. Fire Alarm Upgrade			20,513				
	Rehabs			4,500				
	TOTAL	1460		143,013		0.00	0.00	
HA-WIDE	DWELLING EQUIPMENT-Non Exp.	1465						
	1. Appliances			5,000				
	TOTAL	1465		5,000		0.00	0.00	
HA-WIDE	NON-DWELLING EQUIPMENT	1475						
	1. Boiler System Repairs			10,000				
	2. Computer System Upgrade			10,000				
	3. Vehicle			25,000				
	TOTAL	1475		45,000		0.00	0.00	
HA-WIDE	Relocation	1495		8,000		0.00	0.00	
BUDGET TOTALS				281,448		0.00	0.00	

Signature of Executive Director

Date:

Signature of Field Office Manager

Date:

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

PHA Name: Housing Authority of the County of Chester	Grant Type and Number Capital Fund Program No: PA26PO46501-03 Replacement Housing Factor No:	Federal FY of Grant: 2003
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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	
HA-Wide	9/16/2005			9/16/2007			
46-2 Maple, Spruce & Locust Courts	9/16/2005			9/16/2007			
46-4 King Terrace and Fairview Village	9/16/2005			9/16/2007			
46-5 222 N. Church St.	9/16/2005			9/16/2007			
46-8 Oxford Terrace	9/16/2005			9/16/2007			

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

PART I: SUMMARY

PHA Name	Grant Type & Number	FFY :
Housing Authority of the County of Chester	CFP Grant No. PA26P04650104	2004
	RHF GRANT No. n/a	

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 COSTS	
		ORIGINAL	REVISED	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	28,145			
3	1408 Management Improvement	14,800			
4	1410 Administration	28,145			
5	1411 Audit			0	0
6	1415 Liquidated Damages			0	0
7	1430 Fees and Costs			0	0
8	1440 Site Acquisition			0	0
9	1450 Site Improvement	51,000		0	0
10	1460 Dwelling Structures	115,858		0	0
11	1465.1 Dwelling Equipment - Nonexpendable	8,500		0	0
12	1470 Nondwelling Structures			0	0
13	1475 Nondwelling Equipment	35,000		0	0
14	1485 Demolition	0		0	0
15	1490 Replacement Reserve	0		0	0
16	1492 Moving to Work Demonstration	0		0	0
17	1495.1 Relocation Cost	0		0	0
18	1499 Development Activities Mod Used For Development	0		0	0
19	1501 Collateralization or Debt Service	0		0	0
20	1502 Contingency	0		0	0
21	Amount of Annual Grant (Sum of lines 2-20)	281,448		0.00	0.00
22	Amount of Line 21 Related to LBP Activities	0		0	0
23	Amount of Line 21 Related to Section 504 Compliance	0		0	0
24	Amount of Line 21 Related to Security - Soft Costs	0		0	0
25	Amount of Line 21 Related to Security - Hard Costs	0		0	0
26	Amount of Line 21 Related to Energy Conservation Measures	0		0	0
Signature of the Executive Director		Date		Signature of Field Office Manager	
				Date	

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

Part II: Supporting Pages

PHA Name: Housing Authority of the County of Chester	Grant Type and Number Capital Fund Program Grant No: :PA26PO4650104 Replacement Hsg Factor Grant No: n/a	Federal FY of Grant FY 2004
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Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised (1)	Funds Obligated	Funds Expended	
HA-WIDE	OPERATIONS	1406.0		\$ 28,145.00	0.00	0.00	0.00	ongoing to offset operational budget
HA-WIDE	MGMT. IMPROVEMENTS	1408.0						
	1. Training - Staff, Board, Residents..			\$ 5,000.00				
	2. Service Contracts			\$ 8,000.00				
	3. Procedure & Policy Updates			\$ 1,800.00				
	TOTAL	1408.0		\$ 14,800.00	\$ -	\$ -	\$ -	
HA-WIDE	ADMINISTRATIVE	1410.0						
	1. Salaries & Benefits			\$ 28,145.00				
	TOTAL	1410.0		\$ 28,145.00	\$ -	\$ -	\$ -	
HA-WIDE	A & E SERVICES	1430.0		\$ -				
HA-WIDE/Specific 46-4b, Fairview	SITE IMPROVEMENT	1450.0						
46-2M/S/L Courts	Grounds			\$ 14,000.00				
HA-Wide	Rear yards, fencing			\$ 30,000.00				
	Grounds, exterior work			\$ 7,000.00				
	TOTAL	1450.0		\$ 51,000.00	\$ -	\$ -	\$ -	
46-2/MSL Crts.	DWELLING STRUCTURES	1460.0						
	1. Non Routine Rehabs			\$ 2,500.00				
46-4/Fairview Village	2. Front Entrances/Roofs			\$ 2,500.00				
	3. Non Routine Rehabs			\$ 5,000.00				
	4. Roof Replacements			\$ 25,000.00				
46-4/King Terrace	5. Total Renovation			\$ 55,000.00				
46-5/222 N.C.St.	6. Non-Routine Rehabs			\$ 4,358.00				
	7. HVAC			\$ 2,000.00				
46-8/Oxford	8. Non Routine Rehabs			\$ 4,500.00				
	9. Roof Replacement			\$ 15,000.00				
	TOTAL	1460.0		\$ 115,858.00	\$ -	\$ -	\$ -	
HA-WIDE	DWELLING EQUIPMENT	1465.1						
	1. Ranges & Refrigerators			\$ 8,500.00				
	TOTAL	1465.1		\$ 8,500.00	\$ -	\$ -	\$ -	
HA-WIDE	NON-DWELLING EQUIPMENT	1475.0						
	1. Bolier Systems Repairs (non-routine)	1475.0		\$ 3,000.00				
	2. Maintenance Vehicle	1475.2		\$ 20,000.00				
	3. Building Entry Systems	1475.3		\$ 4,000.00				
	4. Computer System Upgrade	1475.4		\$ 8,000.00				
	TOTAL	1475.0		\$ 35,000.00	\$ -	\$ -	\$ -	
	GRAND TOTAL			\$ 281,448.00	\$ -	\$ -	\$ -	

Signature of the Executive Director	Date	Signature of Field Office Manager	Date
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**Annual Statement / Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

Part III: Implementation Schedule

PHA Name: Housing Authority of the County of Chester	Grant Type and Number Capital Fund Program No: PA26PO4650104 Replacement Housing Factor No:	Federal FY of Grant: <p style="text-align: center;">2004</p>
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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	
HA-Wide	9/16/2006			9/16/2008			Requesting full 24 months instead of 18 months
46-2 Maple, Spruce & Locust Courts	9/16/2006			9/16/2008			Requesting full 24 months instead of 18 months
46-4 King Terrace and Fairview Village	9/16/2006			9/16/2008			Requesting full 24 months instead of 18 months
46-5 222 N. Church St.	9/16/2006			9/16/2008			Requesting full 24 months instead of 18 months
46-8 Oxford Terrace	9/16/2006			9/16/2008			Requesting full 24 months instead of 18 months