

# PHA Plans

## Streamlined 5-Year/Annual Version

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

OMB No. 2577-0226  
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief to certain PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

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# Streamlined 5-Year Plan for Fiscal Years 2004 - 2008

## Streamlined Annual Plan for Fiscal Year 2004

**NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue. Full reporting for each component listed in the streamlined Annual Plan submitted with the 5-year plan is required.**

## Streamlined Five-Year PHA Plan Agency Identification

**PHA Name: Pennington County Housing and Redevelopment Commission**      **PHA Number: SD045**  
**PHA Fiscal Year Beginning: 04/2004**

**PHA Programs Administered:**

- Public Housing and Section 8**       **Section 8 Only**       **Public Housing Only**  
 Number of public housing units: 500      Number of S8 units:      Number of public housing units:  
 Number of S8 units: 1195

**PHA Consortia: (check box if submitting a joint PHA Plan and complete table)**

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

**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 and attachments (if any) 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)

## Streamlined Five-Year PHA Plan

### PHA FISCAL YEARS 2004 - 2008

[24 CFR Part 903.12]

#### **A. Mission**

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is:  
**To assure the availability of adequate, affordable housing to the low-income citizens of our community through the responsible administration of assistance programs and the promotion of personal responsibility and economic self-sufficiency of our clients.**

#### **B. Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
- Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other (list below)
    1. Acquire land for future development.
    2. Seek funding for vouchers for homeless families with children.
    3. Investigate funding for the homeless under continuum of care grants such as Shelter Plus Care.
    4. Seek funding under the Family Unification Program and work with local social services agencies to address the housing needs of young adults coming out of foster care programs.
- PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score)
- Improve voucher management: (SEMAP score)
- Increase customer satisfaction:
- Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

1. Achieve High Performer Status – Public Housing
2. Achieve High Performer Status – Section 8

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

1. Maintain a policy of incentive transfers for public housing residents.
2. Develop guidelines for use of vouchers in assisted living facilities.
3. Develop a plan to provide assisted living in Public Housing.

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

PHA Goal: Provide an improved living environment

Objectives:

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

1. Work closely with local law enforcement agencies to provide crime prevention activities including additional police patrols and community policing efforts in public housing developments.

2. Work with local law enforcement agencies to provide for the exchange of information to aid in applicant screening, lease enforcement, and local law enforcement efforts.
3. Seek to expand applicant screening to include Statewide and/or Nationwide criminal background checks.
4. Develop an agreement with local law enforcement agencies to allow for occupancy of public housing units by police officers.

The Pennington County Housing and Redevelopment Commission has entered into an agreement for a police office to occupy a Public Housing unit a project SD06P045005/6 in order to increase security in this area. A special flat rent for this unit has been established at \$300 per month.

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

PHA Goal: Promote self-sufficiency and asset development of assisted households  
Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:

- Provide or attract supportive services to increase independence for the elderly or families with disabilities.

- Other: (list below)

1. Implement a self-sufficiency program for Public Housing and Section 8 participants, independent of mandated Section 8 FSS program.
2. Implement policies to encourage participation in budget counseling educational opportunities by housing program participants.
3. Implement an admission preference for families who work or are participating in a PCHRC Self-sufficiency program. (Project SD06P045010 only)

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:

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

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

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

- Other: (list below)

1. Provide PHA staff with adequate training in the areas of Equal Opportunity, Fair Housing, and Reasonable Accommodations.

**Other PHA Goals and Objectives: (list below)**

**Goal:** Maintain an efficient and capable team of employees who are willing and able to perform their duties to the highest professional standards.

**Objectives:**

1. Strive to maintain an attractive work environment and competitive wage and benefit package in order to attract and retain high quality employees.
2. Provide adequate training, both in-house and through outside sources, to give employees the necessary skills to excel in their duties.

**Goal:** Ensure full compliance with all applicable standards and regulations including government generally accepted accounting practices.

**Objectives:**

1. Operate so that income exceeds expenses every year.
2. Have no significant audit findings.

**Goal:** Enhance the image of public housing in our community.

**Objectives:**

1. Maintain all public housing units to standards that meet the surrounding neighborhood.
2. Respond to all complaints or concerns from local government or the citizens of our community within 48 hours.

## **Streamlined Annual PHA Plan**

## PHA Fiscal Year 2004

[24 CFR Part 903.12(b)]

### Table of Contents

Provide the following table of contents for the streamlined Annual Plan submitted with the Five-Year Plan, including all streamlined plan components, and additional requirements, together with the list of supporting documents available for public inspection.

#### A. ANNUAL STREAMLINED PHA PLAN COMPONENTS

- 1. Housing Needs
- 2. Financial Resources
- 3. Policies on Eligibility, Selection and Admissions
- 4. Rent Determination Policies
- 5. Capital Improvements Needs
- 6. Demolition and Disposition
- 7. Homeownership
- 8. Civil Rights Certifications (included with PHA Certifications of Compliance)
- 9. Additional Information
  - a. PHA Progress on Meeting 5-Year Mission and Goals
  - b. Criteria for Substantial Deviations and Significant Amendments
  - c. Other Information Requested by HUD
    - i. Resident Advisory Board Membership and Consultation Process
    - ii. Resident Membership on the PHA Governing Board
    - iii. PHA Statement of Consistency with Consolidated Plan
    - iv. (Reserved)
- 10. Project-Based Voucher Program
- 11. Supporting Documents Available for Review
- 12. FY 2004 Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- 13. Capital Fund Program 5-Year Action Plan
- 14. Other (List below, providing name for each item)
  - Attachment A: Statement of Progress in Mission and Goals
  - Attachment B: Summary of Comments from Resident Advisory Panel and the Public

#### B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

**Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;**

**Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.**

For PHAs APPLYING FOR CAPITAL FUND PROGRAM (CFP) GRANTS:

**Form HUD-50070, Certification for a Drug-Free Workplace;**

**Form HUD-50071, Certification of Payments to Influence Federal Transactions ;**

**Form SF-LLL & SF-LLLa, Disclosure of Lobbying Activities.**

**Executive Summary (optional)**

[903.7(r)]. If desired, provide a brief overview of the contents of the streamlined 5-Year/Annual Plan.

**1. Statement of Housing Needs** [24 CFR Part 903.12 (b), 903.7(a)]

**A. 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 PHA’s Waiting Lists			
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	673		414 Vouchers
Extremely low income <=30% AMI	517	77%	
Very low income (>30% but <=50% AMI)	156	28%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	444	55%	
Elderly families	26	4%	
Families with Disabilities	80	12%	
Race – White	412	61%	
Race –Black	12	2%	
Race - Indian/Alaskan	244	36%	
Race – Asian	5	1%	
Ethnicity – Hispanic	16	2%	
Ethnicity – Non Hispanic	657	98%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input type="checkbox"/> No <input type="checkbox"/> Yes			

<b>Housing Needs of Families on the PHA's Waiting Lists</b>			
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	365		124 Units
Extremely low income <=30% AMI	273	75%	
Very low income (>30% but <=50% AMI)	78	21%	
Low income (>50% but <80% AMI)	13	4%	
Families with children	217	59%	
Elderly families	38	10%	
Families with Disabilities	52	14%	
Race - White	215	59%	
Race -Black	9	2%	
Race - Indian/Alaskan	138	38%	
Race - Asian	3	1%	
Ethnicity - Hispanic	11	3%	
Ethnicity - Non Hispanic			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	89	24%	49
2 BR	225	62%	18
3 BR	38	10%	51
4 BR	13	4%	6
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input type="checkbox"/> No <input type="checkbox"/> Yes			

**B. Strategy for Addressing Needs**

Provide a brief description of the PHA's strategy for addressing the housing needs of families on the PHA's public housing and Section 8 waiting lists **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

We will seek to acquire land for future development of affordable housing and will seek to acquire or develop additional housing units based on needs or opportunities that may arise. We will apply for any additional Section 8 assistance that becomes available. These strategies have been adopted for the following reasons. We currently have no excess property for development. We will need time to identify suitable, affordable property. If an opportunity to acquire property that would preserve existing, or provide additional, affordable housing should arise, we will evaluate the opportunity to determine if it meets the needs of the community.

Applying for Section 8 assistance is not dependent on locating or financing additional property and provides flexibility in addressing the housing needs of our community.

**(1) Strategies**

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

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

Select all that apply

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

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

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)
  1. Submit applications for special purpose vouchers. (ie Mainstream, Family Unification program).

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

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

Select all that apply

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

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

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

Select all that apply

- Employ admissions preferences aimed at families who are working (Project SD06P045010 only)
- Adopt rent policies to support and encourage work
- Other: (list below)

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select if applicable

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

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

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

**2. Statement of Financial Resources**

[24 CFR Part 903.12 (b), 903.7 (c)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 20__ grants)</b>		
a) Public Housing Operating Fund	\$ 793,468	
b) Public Housing Capital Fund	671,921	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	6,538,247	
f) Resident Opportunity and Self-Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>	1,016,960	\$ 611,215
<b>4. Other income</b> (list below) Excess Utilities	13,600	13,600
Interest Income	120,000	120,000
Tenant Charges	68,000	68,000
<b>4. Non-federal sources</b> (list below)		
<b>Total resources</b>	\$ 9,222,196	\$ 8,816,451

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.12 (b), 903.7 (b)]

#### **A. Public Housing**

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

##### **(1) Eligibility**

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) Upon receipt of application

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe) Debts to PHA's  
Debts to Utilities

- c.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

**(2)Waiting List Organization**

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

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

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

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

c. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to d.

Yes

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics
		SEE	ATTACHMENT A	

2. What is the number of site based waiting list developments to which families may apply at one time? **1**

Families may apply for “first available unit” or a specific list.

3. How many unit offers may an applicant turn down before being removed from the site-based waiting list? **2**

4.  Yes  No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

d. Site-Based Waiting Lists – Coming Year

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? **7**
2.  Yes  No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?
3.  Yes  No: May families be on more than one list simultaneously?  
If yes, how many lists?  
May select "First Available Unit"
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
  - PHA main administrative office
  - All PHA development management offices
  - Management offices at developments with site-based waiting lists
  - At the development to which they would like to apply
  - Other (list below)

**(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
  - One
  - Two
  - Three or More
- b.  Yes  No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

**4) Admissions Preferences**

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

b. Transfer policies:

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

- Emergencies
- Over-housed
- Under-housed
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
  - Incentive transfers – per policy
- Other: (list below)

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection (5))  
**Occupancy**

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

Former Federal preferences:

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

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
  - 1. Preference will be given to elderly or disabled applicants in developments designated as “Elderly”.
  - 2. Preference for families who are working or participating in a PCHRC Self-sufficiency program. (Project SD06P045010 only)

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.

#### 4 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
- 3  Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes

Other preference(s) (list below)

- 1 1. Preference will be given to elderly or disabled applicants in developments designated as "Elderly".
- 2 2. Preference for families who are working or participating in a PCHRC Self-sufficiency program. (Project SD06P045010 only)

4. Relationship of preferences to income targeting requirements:

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

#### **(5) Occupancy**

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

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)

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

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

**(6) Deconcentration and Income Mixing**

- a.  Yes  No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b.  Yes  No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete. If yes, list these developments on the following table:

Deconcentration Policy for Covered Developments			
Development Name	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
SD05P045004 (Below ave. income)	24		Planned Capital Improvement – Waiting List Skipping
SD05P045005/6 (Above ave. income)	48		Waiting List Skipping
SD05P045009 (Below ave. income)	30		Planned Capital Improvement – Waiting List Skipping
SD05P045010 (Above ave. income)	25	Scattered Site Project	No action planned

**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):
  - Other (list below)
    1. Debts owed to PCHRC or other PHA’s
- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

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

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

1. Names & addresses of former landlords upon request (If available)

### **(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:

Documentation of reasonable effort to locate a unit or extenuating circumstances preventing applicant from searching.

### **(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

1. Preference will be given to participants in the Stepping Stones Program.  
This preference will be limited to 10 applicants per 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. That means you can use "1" more than once, "2" more than once, etc.

3 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
- 2  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)

- 2 1. Preference will be given to participants in the Stepping Stones Program.  
This preference will be limited to 10 applicants per year.

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)  
Contact with advocacy groups and non-profit organizations working with the targeted population.

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.12(b), 903.7(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 of the following two)

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

**b. Minimum Rent**

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

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

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

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

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

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

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

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

For the earned income of a previously unemployed household member  
 For increases in earned income  
 Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:

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

For household heads  
 For other family members  
 For transportation expenses  
 For the non-reimbursed medical expenses of non-disabled or non-elderly families  
 Other (describe below)

e. Ceiling rents

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

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

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

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)

- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \$1,200.
- Other (list below)

g.  Yes  No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

## **(2) Flat Rents**

a. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

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

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

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

## **(2) Minimum Rent**

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

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

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

## **5. Capital Improvement Needs**

[24 CFR Part 903.12(b), 903.7 (g)]

Exemptions from Component 5: Section 8 only PHAs are not required to complete this component and may skip to Component 6.

## A. Capital Fund Activities

Exemptions from sub-component 5A: PHAs that will not participate in the Capital Fund Program may skip to component 5B. All other PHAs must complete 5A as instructed.

### (1) Capital Fund Program

- a.  Yes  No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 12 and 13 of this template (Capital Fund Program tables). If no, skip to B.
- b.  Yes  No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

Applicability of sub-component 5B: 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.

### (1) Hope VI Revitalization

- a.  Yes  No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next component; if yes, provide responses to questions on chart below 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)  
Development name:  
Development (project) number:  
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
- c.  Yes  No: Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below:
- d.  Yes  No: 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:
- e.  Yes  No: 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:

**6. Demolition and Disposition**

[24 CFR Part 903.12(b), 903.7 (h)]

Applicability of component 6: Section 8 only PHAs are not required to complete this section.

- a.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 or 24 (Hope VI) of the U.S. Housing Act of 1937 (42 U.S.C. 1437p) or Section 202/Section 33 (Mandatory Conversion) in the plan Fiscal Year? (If “No”, skip to component 7; if “yes”, complete one activity description for each development on the following chart.)

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

**7. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program**

[24 CFR Part 903.12(b), 903.7(k)(1)(i)]

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

**(2) Program Description**

a. Size of Program

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

If the answer to the question above was yes, what is the maximum number of participants this fiscal year? 25

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:

Participation in PCHRC assistance program for at least one year prior to exercising home ownership option.

b. What actions will the PHA undertake to implement the program this year (list)?

Continued administration. Program has already been implemented.

**(3) Capacity of the PHA to Administer a Section 8 Homeownership Program**

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

- a.  Establishing a minimum homeowner down payment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- b.  Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- c.  Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below).
- d.  Demonstrating that it has other relevant experience (list experience below).

**8. Civil Rights Certifications**

[24 CFR Part 903.12 (b), 903.7 (o)]

Civil rights certifications are included in the *PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*, which is submitted to the Field Office in hard copy—see Table of Contents.

**9. Additional Information**

[24 CFR Part 903.12 (b), 903.7 (r)]

**A. PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan**

*(Provide a statement of the PHA's progress against the goals and objectives established in the previous 5-Year Plan for the period FY 2003 - 2007)*

**See Attachment A**

**B. Criteria for Substantial Deviations and Significant Amendments**

**(1) Amendment and Deviation Definitions**

24 CFR Part 903.7(r)

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

in the Annual Plan to full public hearing and HUD review before implementation.

- a. Substantial Deviation from the 5-Year Plan
- b. Significant Amendment or Modification to the Annual Plan

### **C. Other Information**

[24 CFR Part 903.13, 903.15]

#### **(1) Resident Advisory Board Recommendations**

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

If yes, provide the comments below: **See Attachment B**

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

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments  
List changes below:
- Other: (list below)  
See Summary of Residency Comments – **Attachment B**

#### **(2) Resident Membership on PHA Governing Board**

The governing board of each PHA is required to have at least one member who is directly assisted by the PHA, unless the PHA meets certain exemption criteria. Regulations governing the resident board member are found at 24 CFR Part 964, Subpart E.

- a. Does the PHA governing board include at least one member who is directly assisted by the PHA this year?

- Yes  No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board: Robin LaVallie

Method of Selection:

- Appointment  
**The term of appointment is (include the date term expires):**  
Five year term expiring on March 15, 2005

- Election by Residents (if checked, complete next section--Description of Resident Election Process)

#### **Description of Resident Election Process**

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)

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)

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)

b. 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):

Date of next term expiration of a governing board member:

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

### **(3) PHA Statement of Consistency with the Consolidated Plan**

[24 CFR Part 903.15]

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

#### **Consolidated Plan jurisdiction: City of Rapid City, South Dakota**

a. 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 on its waiting list on the needs expressed in the Consolidated Plan/s.

- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)

**Consolidated Plan jurisdiction: State of South Dakota**

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

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

**(4) (Reserved)**

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

**10. Project-Based Voucher Program**

a.  Yes  No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions.

a.  Yes  No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option?

If yes, check which circumstances apply:

- Low utilization rate for vouchers due to lack of suitable rental units
- Access to neighborhoods outside of high poverty areas
- Other (describe below):

a. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

## 11. List of Supporting Documents Available for Review for Streamlined Five-Year/ Annual PHA Plans

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans.</i>	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans
	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA’s public housing and Section 8 tenant-based waiting lists.	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/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
N/A	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
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 Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program (Section 20 of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia
	Other supporting documents (optional). List individually.	(Specify as needed)

## 12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Pennington County Housing and Redevelopment Commission		Grant Type and Number Capital Fund Program Grant No: SD06P04550104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	20,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	196,800			
10	1460 Dwelling Structures	476,000			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	67,700			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency	56,141			
21	Amount of Annual Grant: (sum of lines 2 – 20)	816,641			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

**12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report**

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Pennington County Housing and Redevelopment Commission		Grant Type and Number Capital Fund Program Grant No: SD06P04550104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
SD06P045001	Parking Lot Expansion	1450	1 Site	80,800				
SD06P045001	Common Area Flooring	1460	2 Bldgs	75,000				
SD06P045001	Patio	1450	1 Site	5,000				
SD06P045002	Screen/Storm Doors	1460	50 Units	39,000				
SD06P045002	Siding - Townhouses	1460	9 Bldgs	162,000				
SD06P045002	Roofing - Curtis Street	1460	6 Bldgs	100,000				
SD06P045002	Siding - Single Family Units	1460	13 Units	65,000				
SD06P045003	Replace Parking Lot	1450	1 Site	45,000				
SD06P045004	Replace Parking Lot	1450	1 Site	66,000				
SD06P045007	Compressor, Zone Valves, Thermo	1475	1 Bldg	67,700				
SD06P045007	Common Area Flooring	1460	1 Bldg	35,000				
PHA - Wide	A/E Fees & Costs	1430		20,000				
PHA - Wide	Contingency	1502		56,141				

## Annual Statement/Performance and Evaluation Report

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

<b>PHA Name:</b> Pennington County Housing and Redevelopment Commission	<b>Grant Type and Number</b> Capital Fund Program Grant No: SD06P04550103 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2003
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Original Annual Statement  
  Reserve for Disasters/ Emergencies  
  Revised Annual Statement (revision no:    )  
  Performance and Evaluation Report for Period Ending: 9/30/03  
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	20,000	52,000	51,940.00	6,167.50
8	1440 Site Acquisition				
9	1450 Site Improvement	249,300	41,200	39,346.00	7,894.44
10	1460 Dwelling Structures	421,560	552,269	520,135.99	520,135.99
11	1465.1 Dwelling Equipment—Nonexpendable	46,000	17,100	16,919.05	16,919.05
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	30,600	0	0.00	0.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency	49,181	9,352	0.00	0.00
21	Amount of Annual Grant: (sum of lines 2 – 20)	816,641	671,921	628,341.04	551,116.98
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Pennington County Housing and Redevelopment Commission		Grant Type and Number Capital Fund Program Grant No: SD06P04550103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
SD06P045001	Flooring	1460	10 Units	1,000	10,000	4,876.33	4,876.33	In-progress
SD06P045001	Kitchen Remodel	1460	64 Units	70,560	507,269	507,268.57	507,268.57	Complete
SD06P045001	Range-Top Fire Extinguishers	1465	All Units	6,100	7,100	7,149.88	7,149.88	In-progress
SD06P045001	Flooring-Valley View Common Area	1460	1 Bldg	35,000	0	0.00	0.00	Deferred
SD06P045001	Parking Lot Expansion-Valley View	1450	1 Site	200,000	0	0.00	0.00	Deferred
SD06P045001	Modernize/Remodel Common Areas	1460	2 Bldgs	29,000	0	0.00	0.00	Deferred
SD06P045001	Fencing	1450	1 Site	2,000	4,000	0.00	0.00	Out for Bids
SD06P045001	Concrete Installation/Repairs	1450	2 Sites	7,000	7,000	7,943.65	516.97	In-progress
SD06P045002	Range-Top Fire Extinguishers	1465	All Units	1,500	1,800	1,769.78	1,769.78	In-progress
SD06P045002	Replace Refrigerators	1465	10 Units	4,000	0	0.00	0.00	Deferred
SD06P045002	Replace Ranges	1465	10 Units	4,000	0	0.00	0.00	Deferred
SD06P045002	Concrete Installation/Repairs	1450	1 Site	15,000	5,000	13,415.15	880.37	In-progress
SD06P045002	Screen/Storm Doors	1460	39 Units	39,000	0	0.00	0.00	Deferred
SD06P045002	Siding-Townhouses	1460	9 Bldgs	162,000	0	0.00	0.00	Deferred
SD06P045003	Range-Top Fire Extinguishers	1465	All Units	900	1,000	1,026.47	1,026.47	In-progress
SD06P045003	Modernize/Remodel Common Areas	1460	1 Bldg	3,000	0	0.00	0.00	Deferred
SD06P045003	Concrete Installation/Repairs	1450	1 Site	2,000	2,000	3,870.37	253.99	In-progress
SD06P045004	Range-Top Fire Extinguishers	1465	All Units	800	900	849.49	849.49	In-progress
SD06P045004	Concrete Installation/Repairs	1450	1 Site	5,000	5,000	2,024.93	132.88	In-progress
SD06P045004	Replace Ranges	1465	5 Units	2,000	0	0.00	0.00	Deferred
SD06P045004	Replace Refrigerators	1465	6 Units	2,400	0	0.00	0.00	Deferred
SD06P045005	Flooring	1460	4 Units	15,000	15,000	4,457.00	4,457.00	On-going
SD06P045005	Replace Ranges	1465	7 Units	2,800	0	0.00	0.00	Deferred
SD06P045005	Replace Refrigerators	1465	8 Units	3,400	0	0.00	0.00	Deferred

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

PHA Name: Pennington County Housing and Redevelopment Commission		<b>Grant Type and Number</b> Capital Fund Program Grant No: SD06P04550103 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 2003</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
SD06P045005	Range-Top Fire Extinguishers	1465	All Units	1,100	1,200	1,203.45	1,203.45	In-progress
SD06P045005	Concrete Installation/Repairs	1450	1 Site	6,000	6,000	6,447.75	3,544.68	In-progress
SD06P045006	Flooring	1460	2 Units	5,000	5,000	0.00	0.00	On-going
SD06P045006	Replace Ranges	1465	3 Units	1,200	0	0.00	0.00	Deferred
SD06P045006	Replace Refrigerators	1465	3 Units	1,400	0	0.00	0.00	Deferred
SD06P045006	Range-Top Fire Extinguishers	1465	All Units	500	500	495.54	495.54	In-progress
SD06P045006	Concrete Installation/Repairs	1450	1 Site	1,100	1,000	3,063.51	2,396.19	In-progress

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

**Part II: Supporting Pages**

PHA Name: Pennington County Housing and Redevelopment Commission		Grant Type and Number Capital Fund Program Grant No: SD06P04550103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
SD06P045007	Flooring	1460	2 Units	5,000	5,000	407.59	407.59	On-going
SD06P045007	Range-Top Fire Extinguishers	1465	All Units	1,800	2,100	2,017.54	2,017.54	In-progress
SD06P045007	Flooring-Common Areas	1460	1 Bldg	35,000	0	0.00	0.00	Deferred
SD06P045007	Modernize/Remodel Common Areas	1460	1 Bldg	12,000	0	0.00	0.00	Deferred
SD06P045007	Compressor, Zone Valves, Thermostats	1475	1 Bldg	30,600	0	0.00	0.00	Deferred
SD06P045007	Concrete Installation/Repairs	1450	1 Site	7,200	7,200	1,541.71	101.18	In-progress
SD06P045008	Concrete Installation/Repairs	1450	1 Site	1,000	1,000	0.00	0.00	In-progress
SD06P045008	Range-Top Fire Extinguishers	1465	All Units	400	500	460.14	460.14	In-progress
SD06P045009	Range-Top Fire Extinguishers	1465	All Units	900	1,100	1,061.87	1,061.87	In-progress
SD06P045009	Replace Ranges	1465	6 Units	2,400	0.00	0.00	0.00	Deferred
SD06P045009	Replace Refrigerators	1465	6 Units	3,000	0.00	0.00	0.00	Deferred
SD06P045009	Concrete Installation/Repairs	1450	1 Site	1,000	1,000	0.00	0.00	On-going
SD06P045010	Flooring	1460	3 Units	10,000	10,000	3,126.50	3,126.50	On-going
SD06P045010	Replace Ranges	1465	5 Units	2,000	0.00	0.00	0.00	Deferred
SD06P045010	Replace Refrigerators	1465	5 Units	2,600	0.00	0.00	0.00	Deferred
SD06P045010	Range-Top Fire Extinguishers	1465	All Units	800	900	884.89	884.89	In-progress
SD06P045010	Concrete Installation/Repairs	1450	1 Site	2,000	2,000	1,038.93	68.18	In-progress
PHA-WIDE	Contingency	1502	-	49,181	9,352	0.00	0.00	On-going
PHA-WIDE	Fees and Costs	1430	-	20,000	52,000	51,940.00	6,167.50	On-going

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

PHA Name: Pennington County Housing and Redevelopment Commission		Grant Type and Number Capital Fund Program No: SD06P04550103 Replacement Housing Factor No:					Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
SD06P045001	09/30/04			03/31/05				
SD06P045002	09/30/04			03/31/05				
SD06P045003	09/30/04			03/31/05				
SD06P045004	09/30/04			03/31/05				
SD06P045005	09/30/04			03/31/05				
SD06P045006	09/30/04			03/31/05				
SD06P045007	09/30/04			03/31/05				
SD06P045008	09/30/04			03/31/05				
SD06P045009	09/30/04			03/31/05				
SD06P045010	09/30/04			03/31/05				

## Annual Statement/Performance and Evaluation Report

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

<b>PHA Name:</b> Pennington County Housing and Redevelopment Commission	<b>Grant Type and Number</b> Capital Fund Program Grant No: SD06P04550102 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2002
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Original Annual Statement  
  Reserve for Disasters/ Emergencies  
  Revised Annual Statement (revision no:    )  
  Performance and Evaluation Report for Period Ending: 9/30/03  
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration	500	0.00	0.00	0.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	40,000	28,600.00	28,600.00	21,718.50
8	1440 Site Acquisition				
9	1450 Site Improvement	167,000	162,811.95	162,811.95	162,811.95
10	1460 Dwelling Structures	601,000	625,229.05	625,229.05	625,229.05
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency	63,447	0.00	0.00	0.00
21	Amount of Annual Grant: (sum of lines 2 – 20)	871,947	816,641.00	816,641.00	809,759.50
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Pennington County Housing and Redevelopment Commission		Grant Type and Number Capital Fund Program Grant No: SD06P04550102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
SD06P045001	Flooring	1460	20 Units	15,000	18,030.27	18,030.27	18,030.27	Complete
SD06P045001	Repair/Seal Parking Lots	1450	2 Sites	14,000	8,853.27	8,853.27	8,853.27	Complete
SD06P045001	Kitchen Remodel	1460	105 Units	0	158,987.59	158,987.59	158,987.59	Complete
SD06P045002	Parking Lot Repairs/ Replacement	1450	1 Site	0	102,949.34	102,949.34	102,949.34	Complete
SD06P045002	Kitchen Remodel	1460	50 Units	250,000	185,555.00	185,555.00	185,555.00	Complete
SD06P045002	Repair/Seal Parking Lots	1450	2 Sites	7,000	29,843.53	29,843.53	29,843.53	Complete
SD06P045002	Playground Equipment	1450	3 Sites	45,000	0.00	0.00	0.00	Moved to 2001
SD06P045003	Repair/Seal Parking Lots	1450	1 Site	35,000	16,322.00	16,322.00	16,322.00	Complete
SD06P045004	Playground Equipment	1450	1 Site	15,000	0.00	0.00	0.00	Moved to 2001
SD06P045004	Repair/Seal Parking Lots	1450	1 Site	7,000	1,568.00	1,568.00	1,568.00	Complete
SD06P045004	Kitchen Remodel	1450	24 Units	120,000	64,334.00	64,334.00	64,334.00	Complete
SD06P045005	Flooring	1460	10 Units	15,000	21,588.50	21,588.50	21,588.50	Complete
SD06P045005	Playground Equipment	1450	1 Site	10,000	0.00	0.00	0.00	Moved to 2001
SD06P045006	Flooring	1460	2 Units	5,000	20,270.50	20,270.50	20,270.50	Complete
SD06P045006	Playground Equipment	1450	2 Sites	5,000	0.00	0.00	0.00	Moved to 2001
SD06P045007	Flooring	1460	10 Units	5,000	921.19	921.19	921.19	Complete
SD06P045007	Repair/Seal Parking Lots	1450	1 Site	7,000	2,449.31	2,449.31	2,449.31	Complete
SD06P045008	Repair/Seal Parking Lots	1450	1 Site	7,000	826.50	826.50	826.50	Complete
SD06P045009	Kitchen Remodel	1460	30 Units	150,000	110,997.00	110,997.00	110,997.00	Complete
SD06P045009	Exterior Doors	1460	14 Units	10,000	12,217.00	12,217.00	12,217.00	Complete
SD06P045009	Playground Equipment	1450	1 Site	15,000	0.00	0.00	0.00	Moved to 2001
SD06P045010	Flooring	1460	2 Units	10,000	19,163.00	19,163.00	19,163.00	Complete
SD06P045010	Roof Repairs	1460	6 Units	21,000	13,165.00	13,165.00	13,165.00	Complete
PHA-Wide	Contingency	1502	-	63,447	0.00	0.00	0.00	

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

PHA Name: Pennington County Housing and Redevelopment Commission		<b>Grant Type and Number</b> Capital Fund Program Grant No: SD06P04550102 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 2002</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Administration	1410	-	500	0.00	0.00	0.00	
PHA-Wide	Fees and Costs	1430	-	40,000	28,600.00	28,600.00	21,718.50	On-Going

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

PHA Name: Pennington County Housing and Redevelopment Commission		Grant Type and Number Capital Fund Program No: SD06P04550102 Replacement Housing Factor No:					Federal FY of Grant: 2002
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
SD06P045001	03/31/04			03/31/06			
SD06P045002	03/31/04			03/31/06			
SD06P045003	03/31/04			03/31/06			
SD06P045004	03/31/04			03/31/06			
SD06P045005	03/31/04			03/31/06			
SD06P045006	03/31/04			03/31/06			
SD06P045007	03/31/04			03/31/06			
SD06P045009	03/31/04			03/31/06			
SD06P045010	03/31/04			03/31/06			

**13. Capital Fund Program Five-Year Action Plan**

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>							
<b>PHA Name:</b> Pennington County Housing and Redevelopment Commission			<b>Grant Type and Number</b> Capital Fund Program No: SD06P04550104 Replacement Housing Factor No:				<b>Federal FY of Grant:</b> 2004
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	
SD06P045001	3/31/06			3/31/07			
SD06P045002	3/31/06			3/31/07			
SD06P045003	3/31/06			3/31/07			
SD06P045004	3/31/06			3/31/07			
SD06P045007	3/31/06			3/31/07			

### 13. Capital Fund Program Five-Year Action Plan

<b>Capital Fund Program Five-Year Action Plan</b>					
<b>Part I: Summary</b>					
PHA Name Pennington County Housing and Redevelopment Commission			<input type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>		
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2005 PHA FY: 2006	Work Statement for Year 3 FFY Grant: 2006 PHA FY: 2007	Work Statement for Year 4 FFY Grant: 2007 PHA FY: 2008	Work Statement for Year 5 FFY Grant: 2008 PHA FY: 2009
	Annual Statement				
SD06P045001		40,000	60,000	271,400	265,000
SD06P045002		0	66,600	100,000	0
SD06P045003		5,400	18,500	183,000	60,000
SD06P045004		0	207,800	48,000	27,000
SD06P045005		384,000	28,000	0	113,000
SD06P045006		162,000	12,000	0	39,000
SD06P045007		15,000	36,000	105,200	79,000
SD06P045008		78,500	11,000	0	48,100
SD06P045009		0	263,400	15,000	60,000
SD06P045010		70,000	29,000	62,000	58,000
PHA - Wide		61,741	84,341	32,041	67,541
CFP Funds Listed for 5-year planning		816,641	816,641	816,641	816,641
Replacement Housing Factor Funds					

### 13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2005 PHA FY: 2006			Activities for Year: <u>3</u> FFY Grant: 2006 PHA FY: 2007		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<b>See</b>	SD06P045001	Upgrade Med Call Sys	40,000	SD06P045001	Entrance Intercom	60,000
<b>Annual</b>	SD06P045003	Upgrade Med Call Sys	5,400	SD06P045002	Replace Water Heater	25,000
<b>Statement</b>	SD06P045005	Screen/Storm Doors	34,000	SD06P045002	Replace Ext. Locks	41,600
	SD06P045005	Garages	180,000	SD06P045003	Replace Water Heater	5,500
	SD06P045005	Siding	170,000	SD06P045003	Replace Toilets	13,000
	SD06P045006	Screen/Storm Doors	14,000	SD06P045004	Screen/Storm Doors	24,000
	SD06P045006	Garages	78,000	SD06P045004	Siding-Townhouses	60,000
	SD06P045006	Siding	70,000	SD06P045004	Siding-Single Family	40,000
	SD06P045007	Upgrade Med Call Sys	15,000	SD06P045004	Roofs-Single Family	28,000
	SD06P045008	Kitchen Cabinets	36,000	SD06P045004	Roofs-Townhouses	35,000
	SD06P045008	Carpeting	40,000	SD06P045004	Replace Ext Locks	20,800
	SD06P045008	Dishwashers	2,500	SD06P045005	Replace Ext Locks	28,000
	SD06P045010	Driveways	70,000	SD06P045006	Replace Ext Locks	12,000
	PHA - Wide	Architect Fees	20,000	SD06P045007	Entrance Intercom	30,000
	PHA - Wide	Contingency	41,741	SD06P045007	Window Shades	6,000
				SD06P045008	Ranges	5,000
				SD06P045008	Refrigerators	6,000
				SD06P045009	Screen/Storm Doors	16,000
				SD06P045009	Replace Ext Locks	18,400
				SD06P045009	Siding	120,000
				SD06P045009	Roofs - Townhouses	59,000
				SD06P045009	Roofs - Single Family	50,000
				SD06P045010	Screen/Storm Doors	12,500
				SD06P045010	Replace Ext. Locks	16,500
				PHA - Wide	Architect Fees	20,000
				PHA - Wide	Contingency	64,341
<b>Total CFP Estimated Cost</b>			<b>\$816,641</b>			<b>\$816,641</b>

### 13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part II: Supporting Pages—Work Activities					
Activities for Year : <u>4</u> FFY Grant: 2007 PHA FY: 2008			Activities for Year: <u>5</u> FFY Grant: 2008 PHA FY: 2009		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
SD06P045001	Replace Refrigerators	80,800	SD06P045001	Rpl Trash Compactors	35,000
SD06P045001	Replace Ranges	60,600	SD06P045001	Exterior Painting	230,000
SD06P045001	Rpl Domestic Water Tank	100,000	SD06P045003	Replace Roof	60,000
SD06P045001	Rpl Domes. Water Heater	10,000	SD06P045004	Replace Bathtub Faucets	15,000
SD06P045001	Paint - Common Area	20,000	SD06P045004	Replace Water Heaters	12,000
SD06P045002	Replace Furnaces	100,000	SD06P045005	Replace Furnaces	68,000
SD06P045003	Kitchen Remodel	90,000	SD06P045005	Replace Water Heaters	17,000
SD06P045003	Replace Refrigerators	12,000	SD06P045005	Replace Boilers	28,000
SD06P045003	Replace Ranges	50,000	SD06P045006	Replace Furnaces	28,000
SD06P045003	Rpl Domestic Water Tank	15,000	SD06P045006	Replace Water Heater	7,000
SD06P045003	Carpet - Common Areas	4,000	SD06P045006	Replace Boilers	4,000
SD06P045003	Paint - Common Areas	12,000	SD06P045007	Rpl Trash Compactors	17,000
SD06P045004	Replace Furnaces	48,000	SD06P045007	Exterior Painting	62,000
SD06P045007	Replace Refrigerators	22,400	SD06P045008	Replace Roofs	48,100
SD06P045007	Replace Ranges	16,800	SD06P045009	Replace Furnaces	60,000
SD06P045007	Rpl Domestic Water Tank	60,000	SD06P045010	Remodel Bathrooms	45,000
SD06P045007	Paint - Common Area	6,000	SD06P045010	Replace Water Heaters	13,000
SD06P045009	Rpl Domes. Water Heater	15,000	PHA - Wide	Architect Fees	20,000
SD06P045010	Replace Furnaces	38,000	PHA - Wide	Contingency	47,541
SD06P045010	Replace Boilers	24,000			
PHA - Wide	Architect Fees	20,000			
PHA - Wide	Contingency	12,041			
Total CFP Estimated Cost		\$816,641			\$ 816,641

## Attachment A

### Statement of Progress in Meeting Mission and Goals

- Goal:** Apply for additional rental vouchers.  
**Progress:** The PCHRC applied for, and received the following additional Section 8 Vouchers:  
42 Units – 09/01/00  
53 Units – 08/01/01  
75 Units – 10/01/01  
12 Units – 10/01/02  
25 Units – 01/01/03
- Goal:** Acquire or build units or developments.  
**Progress:** No additional units have been acquired or developed.
- Goal:** Acquire land for future development.  
**Progress:** The PCHRC has not yet located suitable land for acquisition. A realtor has been engaged to locate property. Several properties are being reviewed for suitability.
- Goal:** Seek funding for Vouchers for homeless families with children.  
**Progress:** Funding source has not been found.
- Goal:** Investigate funding for the homeless under continuum of care grants such as Shelter Plus Care.  
**Progress:** Application for Shelter Plus Care has been submitted. Funding awards have not yet been announced.
- Goal:** Seek funding under the Family Unification Program and work with local social services agencies to address the housing needs of young adults coming out of foster care programs.  
**Progress:** No funding for the Family Unification Program has been announced. It does not appear that funding will be appropriated for this program next year.
- Goal:** Achieve High Performer status under PHAS and Achieve High Performer status under SEMAP.  
**Progress:** The PCHRC has been designated a High Performer under PHAS and SEMAP.
- Goal:** Implement voucher homeownership program.  
**Progress:** A Section 8 Homeownership program has been implemented.
- Goal:** Implement public housings site-based waiting lists.  
**Progress:** Site-based waiting lists have been implemented.
- Goal:** Maintain a policy of incentive transfers for public housing residents.  
**Progress:** A policy allowing incentive transfers has been implemented.
- Goal:** Develop guideline for use of vouchers in assisted living facilities.  
**Progress:** The Section 8 Administrative Plan has been revised to allow for the use of vouchers in assisted living facilities.
- Goal:** Develop a plan to provide assisted living in Public Housing.  
**Progress:** Some research on Assisted Living requirements has been completed. No plan has yet been submitted to the PCHRC Board for consideration.
- Goal:** Work closely with local law enforcement agencies to provide crime prevention activities including additional police patrols and community policing efforts in public housing developments.  
**Progress:** The PCHRC contracts with the Rapid City police department for additional patrol of Public Housing developments. Community Policing Officers are assigned to public housing developments.

- Goal:** Work with local law enforcement agencies to provide for the exchange of information to aid in applicant screening, lease enforcement, and local law enforcement efforts.
- Progress:** The PCHRC and Rapid City police department work together very closely in this area. The PCHRC electronically submits names and Social Security numbers of all applicants and participants in its housing programs, and receives arrest reports back from the police department. Copies of the daily police dispatch logs are provided to the PCHRC and are monitored for activity at our public housing units. Follow-up reports are obtained as needed.
- Goal:** Seek to expand applicant screening to include Statewide and/or National criminal background checks.
- Progress:** This has been investigated with the State. The information can be provided, but the fees make it cost prohibitive for the number of background checks being performed currently. We will explore options to reduce costs. We have registered and set up an account to access the Public Access to Court Electronic Records (PACER) web site. This will allow for access to Federal court records.
- Goal:** Develop an agreement with local law enforcement agencies to allow for occupancy of public housing units by police officers.
- Progress:** The PCHRC Board of Commissioners has approved occupancy of a Public Housing unit in projects SD06P045005/6 by a Rapid City police officer. An officer has moved into this development. We are working with the Rapid City Police Department to expand this program to other PCHRC properties.
- Goal:** Implement a self-sufficiency program for Public Housing and Section 8 participants, independent of the current HUD mandated Section 8 FSS program.
- Progress:** A preliminary plan has been put together but not yet implemented. Work on this will continue.
- Goal:** Implement policies to encourage participation in budget counseling and educational opportunities by housing program participants.
- Progress:** A policy has been implemented to allow residents with repeated late payment violations to avoid eviction if they complete an approved budget counseling class.
- Goal:** Implement an admission preference for families who are working or participating in a PCHRC Self-sufficiency program. (Project SD06P045010 only).
- Progress:** This is a new goal added this year.
- Goal:** Provide PHA staff with adequate training in the areas of Equal Opportunity, Fair Housing, and Reasonable Accommodation.
- Progress:** The PHCRC makes every attempt to keep current with these issues through the use of industry publications and contact with local advocacy groups. More in-depth, comprehensive, training sessions will be investigated.
- Goal:** Maintain an efficient and capable team of employees who are willing and able to perform their duties to the highest professional standards.
- Progress:** Every effort has been made to offer a competitive wage and benefit package to attract and retain quality employees. Salaries and benefits are monitored and adjusted periodically. Several staff members will attend training during this fiscal year.
- Goal:** Ensure full compliance with all applicable standards and regulations including government generally accepted accounting practices.
- Progress:** The PCHRC is in compliance with all applicable standards and regulations, including all newly adopted generally accepted accounting practices. The last annual audit of PHCRC financial statements contained no significant audit findings. Income exceeded expenses for the year.

**Goal:** Enhance the image of public housing in our community.

**Progress:** All public housing units have been kept up to neighborhood standards. All complaints from the public were responded to within 48 hours.

**Attachment B**  
**Summary of Comments from Resident Advisory Panel and the Public**

**Resident Advisory Panel:**

**Comment:** Minimum rents should be established.

**Response:** The PCHRC has chosen keep minimum rents at \$0.

**Comment:** Lease provisions on maintenance of lawns should be more strictly enforced.

**Response:** Lease provisions will be enforced to the greatest extent feasible, giving consideration to the fact that some residents are unable to afford to water lawns to the extent required to maintain lawns in dry weather.

**Comment:** The Panel supports designation of housing for elderly.

**Response:** After consideration of the high number of non-elderly, disabled applicants on the waiting list for Public Housing, it was decided not to designate buildings as “elderly” at this time.

**Comment:** RAP supports a new FSS program.

**Response:** Development of a new Self-Sufficiency Program is already underway.

**Comment:** Lobby should be updated at Valley View.

**Response:** Funds have been budgeted for improvements of the lobbies at Valley View, Jackson Heights, River Ridge and Prairie Village.

**Comment:** An additional patio should be installed at Valley View.

**Response:** Funds have been budgeted to complete this project next year.

**Comment:** Dishwasher should be replaced at Valley View.

**Response:** The dishwasher is not scheduled for replacement at this time, but will be kept in good working order and repaired or replaced as needed.

**Comment:** New, no-wax flooring should be installed in Valley View community room.

**Response:** Flooring is budgeted and will be considered along with upgrades to the lobbies of the Public Housing “elderly” units.

**Comment:** Carports should be constructed at Valley View.

**Response:** Not being considered at this time.

**Comment:** New ranges should be installed at Valley View.

**Response:** This item is included in the Capital Fund Program Five-Year Plan.

**Comment:** Hallway windows at Valley View should be replaced with models that open.

**Response:** Not being considered at this time.

**Comment:** Air exchange vents and hallway windows should be washed at Valley View.

**Response:** Air exchange vents in individual units are cleaned periodically. Hallway windows require contracting with an outside an outside company, and is very expensive. While not currently budgeted, this request will be reviewed and if deemed necessary, a budget revision will be requested.

**Comment:** Common areas at Memorial Park should be painted.

**Response:** This has been budgeted for, and will be done this year.

## **Other Residents, Agencies and the Public:**

**Comment:** Child support payments should not be included in income if they are inconsistent or if payments are delinquent.

**Response:** Child support payments received are included in rent calculations according to HUD regulations. Every effort is made to adjust for inconsistent payments, and problems experienced by program participants will be considered on a case-by-case basis within the regulations and policies of the program.

**Comment:** Resident of Jackson Heights asked if there were any plans to expand parking at this building.

**Response:** The site has no room for cost-effective expansion of parking. No additional parking is being planned at this time.

**Comment:** Commenter expressed concern over what would happen to non-elderly, disabled residents living in a building that was designated "elderly"

**Response:** Designation of housing as "elderly" was not adopted.

**Comment:** A representative of the Stepping Stones Program expressed thanks for the preferences established for their clients and asked that this be continued for next year.

**Response:** The programs adopted last year will be continued for 2004.