

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

PHA Plans
5 Year Plan for Fiscal Years 2000 -2004
Annual Plan for Fiscal Year 2004

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

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

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Wheeling Housing Authority Board of Commissioners and the staff have worked to create a comprehensive annual plan for the upcoming fiscal year. Many of the changes have evolved out of the Quality Housing and Work Responsibility Act of 1998 and the Housing Authority's receipt of a HOPE VI Revitalization Grant in 1999. The plan addresses the need for increased affordable housing, as well as drug prevention and training initiatives, to assist the low-income residents of Ohio County. We anticipate positive results while implementing this annual plan in fiscal year 2004.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration WV003a03
- Comments of Resident Advisory Board (No comments – attachment is signed statement to that effect. WV003b03
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Community Service Administration WV003c03
- Pet Policy WV003d03
- Resident Advisory Board Membership / Selection WV003e03
- Progress in Meeting 5-Year Goals WV003f03
- Optional Public Housing Asset Management Table WV003g03
- FY 2000 Capital Fund Program Annual Statement/5-Yr Action Plan WV003h03

- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart WV003i03
- Public Housing Drug Elimination Program (PHDEP) Plan
- Other (List below, providing each attachment name)
- Resident Membership on PHA Governing Board WV003j03
- Assessment of Demographic Changes/Site-Based Waiting Lists WV003k03

Supporting Documents Available for Review

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

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	the PHA's involvement.	
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs

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

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	1,748	5	5	5	5	3	5
Income >30% but <=50% of AMI	1,119	5	5	5	5	3	5
Income >50% but <80% of AMI	2,685	5	5	5	5	3	5
Elderly	9,618	5	5	5	5	3	5
Families with Disabilities	3,325	5	5	5	5	3	5
Race/Ethnicity White*	48,791	5	5	5	5	3	5
Race/Ethnicity Black*	1,684	5	5	5	5	3	5
Race/Ethnicity American Indian /Eskimo/Aleut*	31	5	5	5	5	3	5
Race/Ethnicity Asian/Pacific Islander*	330	5	5	5	5	3	5
Race/Ethnicity *Other	35	5	5	5	5	3	5

* Information is based on individuals in the jurisdiction instead of number of families
Data for families with children is not available in Consolidated Plan as a separate tracking class.

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2000-2004
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List	
Waiting list type: (select one)	
<input type="checkbox"/>	Section 8 tenant-based assistance
<input checked="" type="checkbox"/>	Public Housing
<input type="checkbox"/>	Combined Section 8 and Public Housing
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)
If used, identify which development/subjurisdiction:	

Housing Needs of Families on the Waiting List			
	# of families	% of total families	Annual Turnover
Waiting list total	47		100
Extremely low income <=30% AMI	36	77 %	
Very low income (>30% but <=50% AMI)	6	13 %	
Low income (>50% but <80% AMI)	4	9 %	
Families with children	18	38 %	
Elderly families	12	26 %	
Families with Disabilities	5	11 %	
Race/ethnicity (White)	39	83 %	
Race/ethnicity (Black)	8	25 %	
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	20	43%	
2 BR	16	34%	
3 BR	6	12%	
4 BR	3	7%	
5 BR	1	2%	
5+ BR	1	2%	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	306		100
Extremely low income <=30% AMI	257	84 %	
Very low income (>30% but <=50% AMI)	45	15 %	

Housing Needs of Families on the Waiting List			
Low income (>50% but <80% AMI)	4	0.001 %	
Families with children	197	64 %	
Elderly families	12	4 %	
Families with Disabilities	28	9 %	
Race/ethnicity (White)	255	83 %	
Race/ethnicity (Black)	42	14 %	
Race/ethnicity (American Indian/Eskimo/Aleut)	3	0	
Race/ethnicity (Asian/Pacific Islander)	6	1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <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			

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

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

Select all that apply

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

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)
Employ admissions preferences aimed at families who are working at HOPE VI-funded developments only.

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 (at HOPE VI-funded development 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)
Maintain designation of public housing for elderly at Garden Park Terrace and Riverview Terrace.

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: (Educate landlords and create and distribute Mini-Tab apartment listings)

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)

3. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2004 grants)		
a) Public Housing Operating Fund	1,417,756	
b) Public Housing Capital Fund	1,201,510	
c) HOPE VI Revitalization	4,378,500	
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	1,794,913	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and Self-Sufficiency Grants	200,000	
h) Community Development Block Grant	366,000	PH Capital Improve.
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
WV15P00350102	16,395.12	
WV15P00350103	148,036.29	
WV15P00350203	0	
3. Public Housing Dwelling Rental Income	952,800	PH Operations
4. Other income (list below)		
Interest on General Fund Investments	45,000	PH Operations
Misc. Income	9,500	PH Operations
4. Non-federal sources (list below)		
Total resources	10,945,979	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

- a. When does the PHA verify eligibility for admission to public housing? (select all that apply)
- When families are within a certain number of being offered a unit: (state number) three
 - When families are within a certain time of being offered a unit: (state time)
 - Other: (describe) At time of application or unit availability
- 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) Evidence of past debts to previous landlords or utility companies as shown on credit reports
- 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) Community organization partners and mailed applications upon request.
- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**
1. How many site-based waiting lists will the PHA operate in the coming year? 8
 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)? Wheeling Heights
If yes, how many lists? 2
 3. Yes No: May families be on more than one list simultaneously
If yes, how many lists? 6

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

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

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below) Only applies to **HOPE VI**-funded development

- 1 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
- 1 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 Date and Time
- 2 Relocated Grandview/Lincoln Homes Residents
- 2 Elderly/Disabled/handicapped qualifying for one-bedroom unit
- 2 Victims of domestic violence
- 2 PH Residents or HCVP Participants enrolled in FSS or HOPE VI CSS Programs
- 2 If applicant does not otherwise qualify for a tax-credit unit (Wheeling Heights 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.

CONVENTIONAL PUBLIC HOUSING

- 1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

HOPE VI FUNDED UNITS

- 1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- 1 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
- 2 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 Relocated Grandview/Lincoln Homes Residents
- 2 Elderly/disabled/handicapped qualifying for one-bedroom unit
- 2 If applicant does not otherwise qualify for a tax-credit unit (Wheeling Heights only)
- 2 PH Residents/HCVF Participants enrolled in FSS or HOPE VI CSS Programs

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

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

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

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

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

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

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

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

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

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

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

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

B. Section 8

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

(1) Eligibility

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

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

- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
- Other (describe below)
Most recent or current landlord's name and address if requested.

(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)
U.S. Postal Service, Wheeling Housing Authority Complexes and local social service agencies

(3) Search Time

- a. Yes No: Does the PHA give extensions on standard 60-day period to search for a unit?
Two extensions are given in 30-day increments if the voucher holder can show evidence of active search for housing or medically unable to search.

(4) Admissions Preferences

- a. Income targeting
- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?
- b. Preferences
1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

- The PHA applies preferences within income tiers

- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
 Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?
2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

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

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

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

- Never

- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \$5,000 annual increase
- Other (list below)

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)
Market conditions in our jurisdiction in non-poverty areas dictate an increase in the payment standard.

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)
More than 50% of participating families reside in areas of jurisdiction out of low-mod census tract areas.

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA’s management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	516	90
Section 8 Vouchers	413	86
Section 8 Certificates	0	0
Section 8 Mod Rehab	7	3
Special Purpose Section 8 Certificates/Vouchers (list individually)	0	0
Public Housing Drug Elimination Program (PHDEP)		
HOPE VI Funded Developments	39	

Other Federal Programs (list individually)	0	0

C. Management and Maintenance Policies

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

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

- Admissions & Continued Occupancy Policy
- Safety Policy
- Preventative Maintenance Policy
- Procurement Policy
- ADA/504
- Personnel Policy

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

- Administrative Plan
- Landlord newsletter
- Landlord meetings
- Briefing Packet
- Procurement Policy
- Personnel Policy

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (WV003h03)

-or-

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

(2) Optional 5-Year Action Plan

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

- a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B) Included in attachment WV003h03

b. If yes to question a, select one:

- The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (WV003h03)

-or-

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

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

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

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

1. Development name: Grandview Manor / Lincoln Homes
2. Development (project) number: WV 3-2 / 3-3
3. Status of grant: (select the statement that best describes the current status)
 - Revitalization Plan under development
 - Revitalization Plan submitted, pending approval
 - Revitalization Plan approved
 - Activities pursuant to an approved Revitalization Plan underway

- Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below:

- Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:
Wheeling Heights

- Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:
Using Replacement Housing Factor funding we may purchase or construct units

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

[24 CFR Part 903.7 9 (i)]

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

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing

Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

Yes No:

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

1. Yes No:

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

2. Activity Description

Yes No:

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

Conversion of Public Housing Activity Description

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

- Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If

“yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)	
5. Number of units affected:	
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 10/01/99

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

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

Family Self Sufficiency Program Voluntary program to assist low-income families obtain education, job training, and life skills necessary to move toward financial self-sufficiency	100	Open	Exley Community Center at Hil-Dar	PH HCVP
Learning Independence From Employment (LIFE) Program Job readiness through classroom training, case management, and employment	20	Open	Exley Community Center at Hil-Dar	PH HCVP
Step-Up Pre-Apprenticeship Program Training for Building Trades	10	Competitive Application	Exley Community Center at Hil-Dar	PH HCVP
Teen Action Program (TAP) Job Skills & Life Skills for youth ages 15-21	28	Open	Exley Community Center at Hil-Dar	PH
Resident Trainee Program On-The-Job Training at WHA sites	1	Competitive Application	Exley Community Center at Hil-Dar	PH HCVP
Homeownership Program Financial planning , money management, credit repair and credit building	12	Open	Exley Community Center at Hil-Dar Sacred Heart Community Center	PH HCVP
Riverview Nutrition Program Diet-specific meals at no cost to elderly and disabled residents of Riverview Terrace	45	Open	Riverview Terrace	PH
Bridging The Gap Resident council leadership development	16	Resident Council Elected Officers	Riverview Terrace Garden Park Luau Manor Booker T Washington	PH
Connections Information & Referral Service	100	Open	All Developments	PH HCVP

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 05/31/04)
Public Housing	0	38
Setion 8	0	40

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

C. Welfare Benefit Reductions

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

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

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

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

Attachment WV003i01

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

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

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

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

- Other (describe below) Extra patrol above base-line services from the Wheeling Police Department, Crime prevention workshops at hi-rises and Hil-Dar Complex.
2. Which developments are most affected? Hil-Dar (WV 3-4), Luau Manor (WV 3-6), Booker T (WVs 3-10), North Wheeling (WV-13), 54 13th Street (WV-14), Garden Park (WV 3-7), and Riverview (WV 3-5)

C. Coordination between PHA and the police

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
 - Police provide crime data to housing authority staff for analysis and action
 - Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
 - Police regularly testify in and otherwise support eviction cases
 - Police regularly meet with the PHA management and residents
 - Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
 - Other activities (list below)
2. Which developments are most affected? Hil-Dar (WV 3-4), Luau Manor (WV 3-6), Booker T (WVs 3-10), North Wheeling (WV-13), 54 13th Street (WV-14), Garden Park (WV 3-7), and Riverview (WV 3-5)

D. Additional information as required by PHDEP/PHDEP Plan

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

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

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)] Attachment WV003d03

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

- 1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
- 2. Yes No: Was the most recent fiscal audit submitted to HUD?
- 3. Yes No: Were there any findings as the result of that audit?
- 4. Yes No: If there were any findings, do any remain unresolved?

5. Yes No: If yes, how many unresolved findings remain? _____
Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
- Not applicable
 Private management
 Development-based accounting
 Comprehensive stock assessment
 Other: (list below)
3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table? Attachment WV003g01

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s? No comments, however signed statement to that effect is attached.
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name) WV003b01
 Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.
 The PHA changed portions of the PHA Plan in response to comments
List changes below:
- Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here) City of Wheeling

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

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

Impediments to affordable housing

Designation of elderly hi-rises

Meeting needs of special population—Northwood collaborative with Luau Manor

Other: (list below)

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

Impediments to affordable housing

Designation of elderly hi-rises

Meeting needs of special population—Northwood collaborative with Luau Manor

D. Other Information Required by HUD

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

19. Definition of “Substantial Deviation” and “Significant Amendment or Modification” [903.7r]

Attachments

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

Admissions Policy for Deconcentration	WV003a03
Comments of Resident Advisory Board	WV003b03
Community Service Administration	WV003c03
Pet Policy	WV003d03
Resident Advisory Board Membership	WV003e03
Progress in Meeting 5-Year Goals	WV003f03
Optional Public Housing Asset Management Table	WV003g03
FY 2004 Capital Fund Program Annual Statement /5-Yr Action Plan	WV003h03
PHA Management Organizational Chart	WV003i03
Resident Membership on PHA Governing Board	WV003j03
Assessment of Demographic Changes since Site-Based Waiting Lists	WV003k03

**A RESOLUTION
AMENDING THE WHEELING HOUSING AUTHORITY'S
ADMISSION AND CONTINUED OCCUPANCY POLICIES
TO PROVIDE FOR DECONCENTRATION OF POVERTY AND INCOME MIXING
IN ITS PUBLIC HOUSING DEVELOPMENTS.**

WHEREAS, the Quality Housing and Work Responsibility Act of 1998 requires public housing agencies to submit with their annual public housing agency plan an admission policy designed to provide for deconcentration of poverty and income mixing, by bringing higher income residents into lower income public housing communities and bringing lower income residents into higher income public housing communities; and

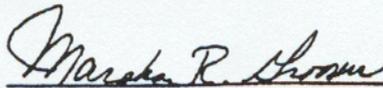
WHEREAS, the Authority operates public housing developments within its jurisdiction area and thus is subject to the requirements of the Quality Housing and Work Responsibility Act of 1998 as it pertains to the deconcentration of public housing developments.

NOW THEREFORE BE IT RESOLVED: That the Admission and Continued Occupancy Policies shall be amended as follows:

- 1. The Authority encourages deconcentration of poverty and income mixing in its public housing communities by encouraging higher income residents to move into lower income public housing communities and encouraging lower income residents to move into higher income communities, should there be a concentration of poverty in one over the other.**
 - (a) The Authority will periodically determine and compare the family incomes of each public housing community with the family incomes of census tracts in which each housing development is located.**
 - (b) In the event there appears to be a concentration of poverty in one or more public housing communities, the Authority will from time to time "skip" certain families on its waiting list to select families with a higher or lower income, as the case may be, to further its goal of deconcentration of poverty and income mixing. Such selection of families on the basis of income will be applied uniformly to meet the deconcentration of poverty and income mixing goals.**
 - (c) The Authority will make an offer to the next eligible family with the appropriate income needed to further the deconcentration of poverty and income mixing goals.**

This Resolution is hereby adopted by the Housing Authority of the City of Wheeling's Board of Commissioners on this 30th day of June 1999.

Marsha Groover, Chairman





11 Community Street • P. O. Box 2089 • Wheeling, West Virginia 26003-0289

E-mail: wheeling_ha@mindspring.com

Phone (304) 242-4447 • Fax (304) 242-4495

Lisa B. Zukoff, Executive Director



Booker T. Washington • Garden Park Terrace • Grandview Manor • Hill-Dar
Lincoln Homes • Luau Manor • Riverview Towers • Section 8 Office

HOUSING AUTHORITY OF THE CITY OF WHEELING RESIDENT ADVISORY BOARD

We, the members of the Resident Advisory Board of the Housing Authority of the City of Wheeling, certify, by signing below, that we have reviewed the Five-Year (2000-2004) and fiscal year 2004 Annual Plans of the Housing Authority of the city of Wheeling. After discussing the contents of the plans with the Housing Authority staff, we do not have any comments to the plans.

Signed this Thursday, May 20, 2004 by members in attendance of the May 20, 2004 Resident Advisory Board Meeting.

SIGNATURES:

Larry Mitchell
Charlette Newring
Julia J. Weckman
Cornie Woods
Katherine Bachman
Pauline G. Myers

ADMINISTRATION OF THE COMMUNITY SERVICE REQUIREMENTS

- 1. Dwelling Lease** – The Wheeling Housing Authority modified our Dwelling Leases to include the wording for the mandatory Community Service Requirements in 1999. All residents on or before October 1, 1999 executed the new Dwelling Leases. New move ins executed the new Leases effective April 1, 1999 however, they were informed that the Community Service Requirements would not begin until October 1, 1999. Reenacted effective 10/1/2003
- 2. Written description of community service requirement** – The community service requirements, listing of exempt individuals, and agreement policy for non-compliance is incorporated into the Authority's Admission and Continued Occupancy Policy.
- 3. Notice to residents** – All residents were informed of the community service requirement, in writing, prior to October 1, 1999. Said notice stated what individuals would be exempt from the requirement. Residents affected by the requirement were informed at the time they executed their new Dwelling Lease prior to the October 1, 1999 implementation date. A listing of agencies providing volunteer opportunities is provided to each resident, and is included in this attachment.

Each year, during the annual re-exam, the Head of Household will sign a form, which outlines the community service requirements and those in their household who must comply with said requirements.

- 4. Cooperative Agreements** – The Wheeling Housing Authority entered into a Cooperative Agreement with the local Department of Health and Human Services. The information to be shared includes, but is not limited to:
 - a. Verification of exemption from the WV Works Program;
 - b. Status of a TANF recipient's benefits, including reason for sanction or termination of assistance; and
 - c. Participation in self-sufficiency initiatives.

- 5. Administration of the community service program** – The Wheeling Housing Authority has chosen to administer its own community service program. Each Public Housing Manager keeps a logbook, which includes a listing of each adult required to complete the requirements. The log allows management to track the community service hours. Each individual is sent a written notice at the beginning of the month notifying them of their requirement. Attached to the resident's notice is a list of approximately 17 local agencies that the resident can contact to schedule their community service hours. These agencies vary in the types of programs and/or services they provide. Residents can contact, and perform service hours, for other agencies not listed on the provider sheet. The Housing Authority also accepts residents performing community service to help with our children's programs, and self-sufficiency activities.

The monthly notice also includes a form that the participating agency must complete and return. This form verifies the community service performed.

To determine continued occupancy at the next annual re-exam, the residents are notified of any hours owed and are given the opportunity to sign an agreement to complete hours owed during the next 12 month period.

AGENCIES WHICH UTILIZE VOLUNTEERS

(All agencies in Wheeling unless otherwise noted)

American Red Cross, Ohio Valley Chapter

193 29th Street

(304) 232-0711

(Provides assistance for disaster victims; assists military families & veterans including counseling, emergency communication, and financial aid; sponsors health and safety services; coordinates volunteers and collects blood provided to area hospitals.)

Big Brothers Big Sisters

51 11th Street

(304) 232-0520 or (800) 217-2227

(Programs for youngsters of single parent families aged 5-17, provides adult mentors to children in need of positive adult guidance.)

Boy Scouts of America, Ohio River Council

Sandscrest

P.O. Box 6186

(304) 277-2660

(Programs to help instill values in young people and to help them develop skills in making ethical decisions, provides comprehensive youth development to assist them in achieving their full potential.)

Catholic Community Services

7 13th Street

(304) 233-0880

Neighborhood Center

125 18th St.

(304) 232-7157

(Provides emergency food, shelter, and clothing; assists with utilities and prescriptions; represents clients at Welfare and Social Security hearings; provides medicaid Waiver program which helps keep individuals with a handicap who are at least 18 years of age and the elderly in their own homes)

Community Child Care Center

1136 Eoff Street

(304) 233-5363

(Provides full day care for children age two to twelve, all activities are age appropriate and designed to enhance educational, physical, emotional, and social growth of the children.)

Family Services, Upper Ohio Valley

Counseling Division

(304) 233-2350

Consumer Credit

Counseling/Conservator

((304) 232-6733)

Senior Services Division

(304) 232-6730

Senior Aides Employment

(304) 233-2350

Senior Nutrition Program Sites

Human Resources Center

(304) 232-6730

Dr. Blaskovich Center (Triadelphia)

(304) 547-4115

(Provides individual, couple, group, and geriatric in-home counseling and employee assistance programs; consumer credit counseling, conservator-representative payee program; Senior Services including in-home services, personal care, chore services, and companionship; Alzheimer social support; Adult Day Care Center; Adult Day Treatment Program; van transportation; outreach social support; health clinics; Senior AIDES employment; and recreational activities.)

Girl Scouts of U.S.A. - Black Diamond Council

303 South 4th Street

Martins Ferry OH

(740) 633-6464

(Provides informal educational and developmental programs to help girls age 5-17 achieve their full potential, develop their own personal values, learn to relate positively to others, and contribute service to their community.)

Literacy Volunteers of Marshall & Ohio Counties

YWCA Building

1100 Chapline Street

(304) 232-0511

(Recruits, trains, and matches volunteer tutors to work one on one with adult students to improve basic literacy skills.)

Marshall County Senior Center

805 5th Street

Moundsville, WV

(304) 845-8200

(Provides recreational, social, and nutritional programs for senior adults.)

Seeing Hand Association

750 Main Street

(304) 232-4810

(Therapy workshop for blind, helps visually handicapped adjust, and provides social and recreational activities.)

Society of St. Vincent De Paul

23rd & Main Street

(304) 232-4230

(Provides assistance to help needy with food, clothing, furniture, and assistance with utilities and prescriptions.)

The Salvation Army**Belmont County Corp**

315 37th Street

Bellaire OH

(740) 676-6225

Marshall County Corps

700 Jefferson Avenue

Moundsville WV

(304) 845-0510

Wheeling Corps

140 16th St.

(304) 233-4400

(Provides emergency food, clothing, and shelter; assists those in need with utility bills and rent; provides material assistance such as household items and furniture; provides disaster assistance; social and recreational programs for all age groups.)

Wheeling Health Right, Inc.

99 North Main Street

(304) 233-9323

(Community supported free clinic; primary health care services for people with no medical insurance or Medicaid, and who have incomes at or below federal poverty guidelines.)

Wheeling Soup Kitchen

1100 Chapline Street

(304) 233-2992

(Provides nutritional meal service)

Y.M.C.A.

55 Lounez Avenue

(304) 242-8086

(Provides health and physical fitness programs including aquatics and team sports for all ages.)

Y.W.C.A.

1100 Chapline St.

(304) 232-0511

(Provides Homeless Women=s Shelter, Project on Racism, Health & Fitness, ENCOREplus breast & cervical cancer screening, education; workshop and seminar programs.)

PET POLICY

INTRODUCTION

This Chapter explains the WHA's policies on the keeping of pets in the Public Housing and HOPE VI Revitalization Program, and any criteria or standards pertaining to the policy. The rules adopted are reasonably related to the legitimate interest of this WHA to provide a decent, safe and sanitary living environment for all tenants, to protecting and preserving the physical condition of the property, and the financial interest of the WHA.

The purpose of this policy is to establish the WHA's policy and procedures for ownership of pets to ensure that no applicant or resident is discriminated against regarding admission or continued occupancy because of ownership of pets. It also establishes reasonable rules governing the keeping of common household pets.

A. ANIMALS THAT ASSIST, SUPPORT OR PROVIDE SERVICE TO PERSONS WITH DISABILITIES

The resident pet owner will be required to qualify animals (for exclusion from the pet policy) that assist, support or provide service to persons with disabilities.

Pet rules will not be applied to animals that assist, support or provide service to persons with disabilities, or that are necessary as a reasonable accommodation to a person with disabilities. This exclusion applies to both service animals and companion animals as reasonable accommodation for persons with disabilities. This exclusion applies to such animals that reside in public housing and that visit these developments.

B. STANDARDS FOR PETS

Common Household Pets

The types of pets described below are considered common household pets. No types of pets other than the following may be kept by a resident. The following types and qualifications are consistent with applicable State and local law.

- Dogs: The maximum number permitted is one dog. The maximum adult weight cannot exceed twenty-five pounds. The dog must be housebroken, spayed or neutered, must have all State required inoculations, and must be licensed as specified now or in the future by State law and local ordinance. Any litter resulting from the dog must be removed immediately from the unit.

- Cats: The maximum number permitted is one cat. The cat must be declawed, trained to use a litterbox or other waste receptacle, spayed or neutered, must have all State required inoculations, and must be licensed as specified now or in the future by State law and local ordinance. Any litter resulting from the cat must be removed immediately from the unit.
- Birds: The maximum number of birds permitted in the unit is two, if average cockatiel size (parakeets, finches, etc.), or one if a larger bird (such as a parrot, macaw, etc.). The bird(s) must be enclosed in a cage at all times
- Fish: The maximum aquarium size is ten gallon and must be maintained on an acceptable stand.
- Turtles: The maximum number of turtles is one per unit. The turtle must be enclosed in an acceptable cage or container at all times.

Prohibited Pets

The following are NOT considered "common household pets" and are not permitted:

- Domesticated dogs that exceed twenty-five pounds. (Animals certified to assist persons with disabilities are exempt from this weight limitation).
- Rodents are not permitted.
- Vicious or intimidating pets. Dog breeds including pit bull, rottweiler, chow, boxer, Doberman, Dalmatian, and German shepherd are considered vicious or intimidating breeds and are not allowed.
- Animals who would be allowed to produce offspring for sale.
- Wild, feral, or any other animals that are not amenable to routine human handling.
- Any poisonous animals of any kind.
- Fish in aquariums exceeding ten gallons in capacity.
- Non-human primates.
- Animals whose climatological needs cannot be met in the unaltered environment of the individual dwelling unit.
- Pot-bellied pigs.
- Ferrets or other animals whose natural protective mechanisms pose a risk of serious bites and/or lacerations to small children.
- Hedgehogs or other animals whose protective instincts and natural body armor produce a risk

of serious puncture injuries to children.

- Pigeons, doves, mynahs, psittacines, and birds of other species that are hosts to the organisms that cause psittacosis in humans.
- Snakes or other kinds of reptiles.

C. REGISTRATION OF PETS

Registration Requirements

Pets must be registered with the WHA before they are brought onto the premises.

Registration includes certificate signed by a licensed veterinarian or State/local authority that the pet has received all inoculations required by State or local law, has no communicable disease(s), and is pest-free. Registration must be renewed and will be coordinated with the annual reexamination date. Proof of license and inoculation will be submitted at least 30 days prior to annual reexamination.

Each pet owner must provide two color photographs of their pet(s).

Refusal to Register Pets

If the WHA refuses to register a pet, a written notification will be sent to the pet owner stating the reason for denial. The notification will be served in accordance with HUD notice requirements.

The WHA will refuse to register a pet if:

- The pet is not a common household pet as defined in this policy;
- Keeping the pet would violate any House Rules;
- The pet owner fails to provide complete pet registration information;
- The pet owner fails to update the registration annually;
- The WHA reasonably determines that the pet owner is unable to keep the pet in compliance with the pet rules and other lease obligations. The pet's temperament and behavior may be considered as a factor in determining the pet owner's ability to comply with the provisions of the lease.

The notice of refusal may be combined with a notice of pet violation.

D. PET AGREEMENT

Residents who have been approved to have a pet must enter into a Pet Agreement with the WHA.

The Resident will certify, by signing the Pet Agreement, that the Resident will adhere to the following rules:

- Agree that the resident is responsible and liable for all damages caused by their pet(s).
- All complaints of cruelty and all dog bites will be referred to animal control or applicable agency for investigation and enforcement.
- All common household pets are to be fed inside the apartment. Feeding is not allowed on porches, sidewalks, patios or other outside areas.
- Residents shall not feed any stray animals; doing so, or keeping stray or unregistered animals, will be considered having a pet without permission.
- No animals may be tethered or chained outside or inside the dwelling unit.
- When outside the dwelling unit, all pets must be on a leash or in an animal transport enclosure and under the control of a responsible individual.
- All fecal matter deposited by the pet(s) must be promptly and completely removed from any common area, including any pet or animal exercise area. Failure to do so will result in a Pet Waste Removal charge to the resident, which will consist of all reasonable charges incurred by the Housing Authority. All animal waste or the litter from litter boxes shall be picked up immediately by the pet owner, disposed of in sealed plastic trash bags, and placed in a trash bin.
- Litter boxes shall be stored inside the resident's dwelling unit or in animal enclosures maintained within dwelling units AND must be removed and/or replaced regularly. Failure to do so will result in a Pet Waste Removal charge. Litter shall not be disposed of by being flushed through a toilet.
- The resident pet owner shall take adequate precautions to eliminate any animal or pet odors within or around the unit and to maintain the unit in a sanitary condition at all times.
- Mandatory implementation of effective flea control by measures that produce no toxic hazard to children who may come into contact with treated animals.
- The right of management to enter dwelling unit when there is evidence that an animal left alone is in danger or distress, or is creating a nuisance.
- The right of management to seek impoundment and sheltering of any animal found to be maintained in violation of housing rules, pending resolution of any dispute regarding such violation, at owner's expense. The resident shall be responsible for any impoundment fees, and the WHA accepts no responsibility for pets so removed.
- Failure to abide by any animal-related requirement or restriction constitutes a violation of the Resident Obligations in the resident's Lease Agreement.

- Residents will prevent disturbances by their pets that interfere with the quiet enjoyment of the premises of other residents in their units or in common areas. This includes, but is not limited to, loud or continuous barking, howling, whining, biting, scratching, chirping, or other such activities.
- Residents/pet owners shall not alter their unit, patio, premises or common areas to create an enclosure for any animal. Installation of pet doors is prohibited.

E. LIMITATIONS ON PET OWNERSHIP

All developments allow for the ownership of a pet, as outlined in this chapter.

F. DESIGNATION OF PET-FREE AREAS

The following areas are designated as no-pet areas:

- WHA playgrounds
- WHA day care centers
- WHA management offices
- WHA community centers
- WHA recreation center areas

G. PETS TEMPORARILY ON THE PREMISES

Residents are prohibited from feeding or harboring stray animals. Pets that are not owned by a tenant are not allowed.

H. DEPOSITS FOR PETS AND PET WASTE REMOVAL CHARGES

Tenants with animals must pay a pet deposit of \$300 for the purpose of defraying all reasonable costs directly attributable to the presence of a particular pet.

The resident will be responsible for all reasonable expenses directly related to the presence of the animal or pet on the premises, including the cost of repairs and replacement in the apartment, and the cost of animal care facilities if needed. These charges are due and payable within 30 days of written notification.

An initial payment of \$100 on or prior to the date the pet is properly registered and brought into the apartment, and monthly payments will be paid in an amount not less than \$25 until the specified deposit has been paid. The WHA reserves the right to change or increase the required deposit by amendment to these rules. The WHA will refund the Pet Deposit to the tenant, less any damage caused by the pet to the dwelling unit, within a reasonable time after the tenant moves or upon removal of the pet from the unit.

The WHA will return the Pet Deposit to the former tenant or to the person designated by the former tenant in the event of the former tenant's incapacitation or death.

The WHA will provide the tenant or designee identified above with a written list of any charges against the pet deposit. If the tenant disagrees with the amount charged to the pet deposit, the WHA will provide a meeting to discuss the charges, in accordance with the grievance procedure described in Chapter 14.

All reasonable expenses incurred by the WHA as a result of damages directly attributable to the presence of the pet in the project will be the responsibility of the resident, including, but not limited to:

- The cost of repairs and replacements to the resident's dwelling unit;
- Fumigation of the dwelling unit;
- Common areas of the project if applicable
- Pet waste removal charges.

The expense of flea disinfestations shall be the responsibility of the resident. If the tenant is in occupancy when such costs occur, the tenant shall be billed for such costs as a current charge. Failure to pay current charges will be considered a violation of the lease. If such expenses occur as the result of a move-out inspection, they will be deducted from the pet deposit. The resident will be billed for any amount that exceeds the pet deposit. The pet deposit will be refunded when the resident moves out or no longer has a pet on the premises, whichever occurs first.

Pet Deposits are not a part of rent payable by the resident.

I. ADDITIONAL PET FEES

The WHA does not require a non-refundable nominal fee.

J. PET WASTE REMOVAL CHARGE

All fecal matter deposited by the pet(s) must be promptly and completely removed from any common area. Failure to do so will result in a Pet Waste Removal charge to the resident, which will consist of all reasonable charges incurred by the Housing Authority. All animal waste or the litter from litter boxes shall be picked up immediately by the pet owner, disposed of in sealed plastic trash bags, and placed in a trash bin. Litter shall not be disposed of by being flushed through a toilet.

Pet waste removal charges are not part of rent payable by the resident.

K. PET AREA RESTRICTIONS

Pets must be maintained within the resident's unit. When outside of the unit (within the building or on the grounds) dogs and cats must be kept on a leash or carried and under the control of the resident or other responsible individual at all times.

Pets are not permitted in common areas including lobbies, community rooms and laundry areas except for those common areas which are entrances to and exits from the building.

L. LITTER BOX REQUIREMENTS

All animal waste or the litter from litter boxes shall be picked up/emptied daily by the pet owner, disposed of in heavy, sealed plastic trash bags, and placed in a trash container immediately. Litter shall not be disposed of by being flushed through a toilet. Litter boxes shall be stored inside the resident's dwelling unit.

M. PET CARE

No pet (excluding fish) shall be left unattended in any apartment for a period in excess of 24 hours.

All residents/pet owners shall be responsible for adequate care, nutrition, exercise and medical attention for his/her pet.

Residents/pet owners must recognize that other residents may have chemical sensitivities or allergies related to pets, or may be easily frightened or disoriented by animals. Pet owners must agree to exercise courtesy with respect to other residents.

N. RESPONSIBLE PARTIES

The resident pet owner will be required to designate two responsible parties for the care of the pet if the health or safety of the pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet.

O. INSPECTIONS

The WHA may, after reasonable notice to the tenant during reasonable hours, enter and inspect the premises, in addition to other inspections allowed.

P. PET RULE VIOLATION NOTICE

The authorization for a common household pet may be revoked at any time subject to the Housing Authority's grievance procedure if the pet becomes destructive or a nuisance to others, or if the tenant fails to comply with this policy.

Residents who violate these rules are subject to mandatory removal of the pet from the premises within 30 days of notice by the Housing Authority; or if for a threat to health and safety, removal within 24 hours of notice.

If a determination is made on objective facts supported by written statements, that a resident pet owner has violated the Pet Rule Policy, written notice will be served.

The Notice will contain a brief statement of the factual basis for the determination and the pet rule(s) that were violated. The notice will also state:

- That the resident pet owner has ten business days from the effective date of the service of notice to correct the violation or make written request for a meeting to discuss the violation; That the resident pet owner is entitled to be accompanied by another person of his or her choice at the meeting; and
- That the resident pet owner's failure to correct the violation, request a meeting, or appear at a requested meeting may result in initiation of procedures to terminate the pet owner's tenancy.

If the pet owner requests a meeting within the ten business day period, the meeting will be scheduled no later than ten business days before the effective date of service of the notice, unless the pet owner agrees to a later date in writing.

Q. NOTICE FOR PET REMOVAL

If the resident pet owner and the WHA are unable to resolve the violation at the meeting or the pet owner fails to correct the violation in the time period allotted by the WHA, the WHA may serve notice to remove the pet.

The Notice shall contain:

- A brief statement of the factual basis for the WHA's determination of the Pet Rule that has been violated;
- The requirement that the resident/ pet owner must remove the pet within ten business days of the notice; and
- A statement that failure to remove the pet may result in the initiation of termination of tenancy procedures.

R. TERMINATION OF TENANCY

The WHA may initiate procedures for termination of tenancy based on a pet rule violation if:

- The pet owner has failed to remove the pet or correct a pet rule violation within the time period specified; and
- The pet rule violation is sufficient to begin procedures to terminate tenancy under terms of the lease.

S. PET REMOVAL

If the death or incapacity of the pet owner threatens the health or safety of the pet, if a pet is poorly cared for, or has been left unattended for over twenty-four hours, or other factors occur that render the owner unable to care for the pet, the situation will be reported to the Responsible Party designated by the resident pet owner. If the responsible party is unwilling or unable to care for the pet, if the WHA after reasonable efforts cannot contact the responsible party, or if there is no responsible party, the WHA may contact the appropriate State or local agency and request the removal of the pet, or the WHA may place the pet in a proper facility for up to 30 days. If there is no other solution at the end of 30 days, the WHA may donate the pet to a humane society. Cost of this professional care will be borne by the pet owner.

If the pet is removed as a result of any aggressive act on the part of the pet, the pet will not be allowed back on the premises.

T. EMERGENCIES

The WHA will take all necessary steps to insure that pets that become vicious, display symptoms of severe illness, or demonstrate behavior that constitutes an immediate threat to the health or safety of others, are referred to the appropriate State or local entity authorized to remove such animals.

If it is necessary for the WHA to place the pet in a shelter facility, the cost will be the responsibility of the tenant/pet owner. This Pet Policy will be incorporated by reference into the Dwelling Lease signed by the resident, and therefore, violation of the above Policy will be grounds for termination of the lease.

WHA Resident Advisory Board Members

Don Nickerson
2230 Chapline Street
Apt. 711
Wheeling, WV 26003

Booker T

Paula Myers
1030 Chapline Street
Apt. 403
Wheeling, WV 26003
Ph.# 232-1496

Booker T

Julia Widmar
601 Main Street Apt. 512
Wheeling, WV 26003
Ph. # 232-5484

Riverview Towers

Charlotte Downing
707 Luau Manor
Wheeling, WV 27003
Ph. #232-3332

Luau Manor

Connie Woods
1069 Hil-Dar Street
Wheeling, WV 26003
Ph. #243-0674

Hil-Dar

Larry Mitchell
601 Main Street Apt. 310
Wheeling, WV 26003
Ph.# 232-5024

Riverview Towers

Katherine Bachman
1208 Warwood Ave. Apt. 923
Wheeling, WV 26003
Ph. #277-1563

Garden Park Terrace

Elvira Harter
147 Virginia Street
Wheeling, WV 26003

HCVP

NOTE: WHA has had difficulty obtaining HCVP participation on the RAB. Notices were sent to HCVP Participants (most recently in May 2004) asking for participation on the RAB, and invitations were also sent to 25 HCVP Participants inviting them to attend the RAB meeting to review the 2004 annual plan. No participants responded. However, WHA was able to add an HCVP Participant (Elvira Harter) to the RAB in August 2004.

Progress Toward 5-Year Goals

The Wheeling Housing Authority has made progress toward its goal of expanding the supply of assisted housing. In 2001, the Housing Authority has applied for and received 84 Fair Share Vouchers from the U.S. Department of Housing and Urban Development. We have also received 75 replacement/ relocation vouchers and have successfully relocated the residents of Grandview Manor and Lincoln Homes. The Housing Authority has purchased a five-unit apartment building with replacement housing funds received through the capital fund program as well as a property to build two units utilizing replacement housing funds..

The WHA, with its development partner, has applied for and received Tax Credits for the Grandview Manor/ Lincoln Homes phases of the HOPE VI project. In the North Wheeling Phase, we have completed and fully leased all 39 of the rental units. We have completed 10 homeownership units, with 5 units sold, and 7 sales contracts, and we are completing the construction of the remaining homeownership units. In the Wheeling Heights phase, construction of the rental units is underway and the first rental units will be available for lease up in August 2004. We will begin the construction of the homeownership units in the Fall of 2004.

The Housing Authority has also worked to provide an improved living environment by implementing security improvements and has received a three year renewal for Garden Park Terrace and Riverview Towers as designated elderly only complexes. Fifty percent (50%) of our Housing Choice Voucher Program participants live in non-poverty areas of our jurisdiction, meeting our deconcentration goals.

The Housing Authority continues to work toward its goals of improving the quality of assisted housing. Our Housing Choice Voucher program has attained high-performer status under SEMAP.

The Housing Authority continues to promote self-sufficiency and asset development of assisted households by providing case-management services, partnering with agencies in the community for families, including services for our elderly and disabled populations, and by securing matching funding to implement training programs for residents in the areas of basic life skills, education, and job readiness.

The Housing Authority continues to ensure equal opportunity and affirmatively further fair housing in its jurisdiction. We actively work with the Human Rights Commission (HRC) to meet this goal. The Executive Director of the HRC spoke at our landlord meetings this year, expanding our Fair Housing Initiatives. The HRC has also provided training to administrative and maintenance staff on fair housing issues.

Finally, the Wheeling Housing Authority continues to work to increase the number of individuals applying for public housing to reduce the vacancies in our developments through an aggressive marketing and outreach program. We have begun to determine how our new applicants have heard about the WHA. It was determined that word of mouth referrals from current residents were the most common way we receive referrals. To capitalize on these types of referrals, we have implemented a resident referral incentive program that allows current residents to receive a gift certificate when someone they refer to our program has completed 3 months of tenancy.

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: WHEELING HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: WV15P00350102 Replacement Housing Factor Grant No: WV15R00350102			Federal FY of Grant: 2002
Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
X Performance and Evaluation Report for Period Ending: 08/31/04 <input checked="" type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	\$289,323.00		\$289,323.00	
2	1406 Operations	\$131,494.00		\$131,494.00	\$44,234.11
3	1408 Management Improvements Soft Costs	\$152,900.00		\$152,900.00	\$96,033.49
	Management Improvements Hard Costs	\$100,000.00		\$100,000.00	\$42,313.72
4	1410 Administration	\$49,083.00		\$49,083.00	\$16,116.39
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$19,000.00		\$19,000.00	\$19,000.00
8	1440 Site Acquisition				
9	1450 Site Improvement	\$120,430.00	\$146,783.00	\$130,388.88	\$130,163.95
10	1460 Dwelling Structures	\$492,038.00	\$402,844.00	\$402,844.00	\$372,634.40
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: WHEELING HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: WV15P00350102 Replacement Housing Factor Grant No: WV15R00350102	Federal FY of Grant: 2002
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
X Performance and Evaluation Report for Period Ending: 08/31/04 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Amount of Annual Grant: (sum of lines.....)	\$1,314,945.00		\$1,298,549.88	
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance	\$17,800.00			
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures	\$282,907.00			
	Collateralization Expenses or Debt Service				
19	Replacement Housing Factor	\$34,093.00		\$34,093.00	

Signature of Executive Director and Date	Signature of Public Housing Director and Date
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Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: WHEELING HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: WV15P00350102 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
PHA WIDE	Curbs and Sidewalks FA		1450	5	\$15,000.00		\$7,775.07		85%
PHA WIDE	Tree Trimmings/Landscaping		1450	5	\$41,610.00			\$48,987.00	100%
WV 3-4	Kitchen Cabinets FA		1460	57	\$152,560.00	\$154,910.29	\$154,899.52		100%
WV 3-5	Parking Lot/ Fence FA		1450	1	\$63,820.00	\$90,172.80	\$73,401.88		90%
WV 3-5	Storage Locks FA		1460	10	\$1,200.00	\$3,342.31		\$3,342.31	100%
WV 3-5	Fire Door Replacement FA		1460	18	\$20,000.00		\$16,888.42		95%
WV 3-6	Smoke Detectors		1460	1	\$80,000.00	\$11,892.35	\$11,892.35		100%
WV 3-6	Tamper Proof Lights FA		1460	9	\$2,600.00			\$1,088.36	100%
WV 3-6	Community Room Floor FA		1460	1	\$4,500.00			\$1,524.00	100%
WV 3-6	Fire Door Replacement FA		1460	18	\$22,771.00	\$25,654.27	\$11,069.05		50%
WV 3-7	New Generator		1460	1	\$55,000.00	\$48,623.68		\$48,623.68	100%
WV 3-7	Smoke Detectors		1460	1	\$90,000.00	\$106,537.78	\$106,537.78		100%
WV 3-10	New Generator		1460	1	\$45,000.00			\$0	100%
WV 3-10	Hand-Held Showers FA		1460	102	\$5,500.00		\$0		0%
WV 3-14	Replacement Windows		1460	40	\$12,907.00	\$7,207.39	\$7,207.39		100%
WV 3-10	Emergency Boiler Repair		1460	1	\$12,075.93		\$9,561.54		100%

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

PHA Name: WHEELING HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: WV15P00350102 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
PHA WIDE	Wages – Security Drug Elimination		1408		\$40,000.00	\$50,000.00	\$50,000.00		100%
	Wages & Fringes – Resident Trainee Clerical/Computer		1408		\$10,000.00		\$2,861.32		28%
	Training Staff		1408		\$5,000.00		\$2,258.95		50%
	Wages & Fringes – Ross 50%		1408		\$20,000.00		\$10,340.05		50%
	Wages & Fringes – Warehouse Assistant		1408		\$20,000.00	\$0			0%
	Wages – Fringes – Capital Fund Assistant		1408		\$15,000.00	\$25,000.00	\$5,073.38		20%
	Summer Camp		1408		\$31,000.00				0%
	After School Program		1408		\$57,000.00		\$34,492.50		42%
	N. Wheeling Community Activities		1408		\$13,093.00				0%
	Wages & Fringes – Youth Assistant		1408		\$10,000.00		\$10,589.22		100%
	Wages & Fringes – Capital Fund Program Carpenter		1408		\$29,807.00		\$22,432.91		77%
PHA WIDE	Wages & Fringes – Administration		1410		\$34,583.00		\$1,019.41		3%
	Wages & Fringes – Resident Services Coordinator		1410		\$13,000.00		\$15,096.98		100%
	Advertising		1410		\$1,500.00				0%

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

PHA Name: WHEELING HOUSING AUTHORITY	Grant Type and Number Capital Fund Program No: WV15P00350102 Replacement Housing Factor No:	Federal FY of Grant: 2002
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA WIDE	3/30/04			9/30/05			
WV 3-4	3/30/04			9/30/05			
WV 3-5	3/30/04			9/30/05			
WV 3-6	3/30/04			9/30/05			
WV 3-7	3/30/04			9/30/05			
WV 3-10	3/30/04			9/30/05			
WV 3-14	3/30/04			9/30/05			

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: WHEELING HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: WV15P00350203 Replacement Housing Factor Grant No: WV15R00350203			Federal FY of Grant: 2003
Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> XPerformance and Evaluation Report for Period Ending: 8/31/04 <input type="checkbox"/> Final Performance and Evaluation Report <input type="checkbox"/>					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$52,613.00		\$52,613.00	
3	1408 Management Improvements Soft Costs	\$4,737.00		\$4,737.00	
	Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 1,000.00		\$1,000.00	\$1,000.00
8	1440 Site Acquisition				
9	1450 Site Improvement	\$ 7,809.00		\$7,809.00	
10	1460 Dwelling Structures	\$10,000.00		\$10,000.00	
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	\$150,000.00		\$150,000.00	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: WHEELING HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: WV15P00350203 Replacement Housing Factor Grant No: WV15R00350203	Federal FY of Grant: 2003
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 8/31/04 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
19	1502 Contingency				
20	1498 Replacement Housing Factor				
	Amount of Annual Grant: (sum of lines.....)	\$226,159.00		\$1,000.00	
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures	\$10,000.00			
	Collateralization Expenses or Debt Service				

Signature of Executive Director and Date	Signature of Public Housing Director and Date

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

PHA Name: WHEELING HOUSING AUTHORITY		Grant Type and Number Capital Fund Program No: 502-03 Replacement Housing Factor No: WV15R00350203					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		
PHA WIDE	2/12/06			2/12/08				
WV 3-4	2/12/06			2/12/08				
WV 3-5	2/12/06			2/12/08				
WV 3-6	2/12/06			2/12/08				
WV 3-7	2/12/06			2/12/08				
WV 3-10	2/12/06			2/12/08				
WV 3-14	2/12/06			2/12/08				

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: WHEELING HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: WV15P00350103 Replacement Housing Factor Grant No: WV15R00350103			Federal FY of Grant: 2003
Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> XPerformance and Evaluation Report for Period Ending: 8/31/04 <input type="checkbox"/> Final Performance and Evaluation Report <input type="checkbox"/>					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$104,375.00		\$104,375.00	\$568.65
3	1408 Management Improvements Soft Costs	\$105,745.00		\$105,745.00	\$693.34
	Management Improvements Hard Costs	\$70,000.00		\$70,000.00	
4	1410 Administration	\$ 45,101.00		\$45,101.00	
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 21,000.00		\$24,772.71	\$24,772.71
8	1440 Site Acquisition				
9	1450 Site Improvement	\$ 15,200.00		\$10,500.00	
10	1460 Dwelling Structures	\$582,300.00		\$435,191.00	\$157,237.11
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	\$100,000.00		\$100,000.00	\$81,811.20

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: WHEELING HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: WV15P00350103 Replacement Housing Factor Grant No: WV15R00350103	Federal FY of Grant: 2003
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 XPerformance and Evaluation Report for Period Ending: 8/31/04 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
19	1502 Contingency				
20	1498 Replacement Housing Factor	\$27,060.00		0	
	Amount of Annual Grant: (sum of lines.....)	\$1,043,721.00		\$265,431.00	
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance	\$60,000.00			
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures	\$180,000.00			
	Collateralization Expenses or Debt Service				

Signature of Executive Director and Date	Signature of Public Housing Director and Date
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**Annual Statement/Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
 Part II: Supporting Pages**

PHA Name: WHEELING HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: 501-03 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
PHA WIDE	Landscaping FA		1450	5	\$10,000.00			
WV 3-5	HVAC Panel Inserts FA		1460	76	\$7,400.00			
WV 3-5	Bathroom Heat Lamps FA		1460	76	\$10,000.00			
WV 3-6	Kitchen Cabinets FA		1460	105	\$200,000.00		\$152,046.11	77%
WV 3-6	New Roof		1460	1	\$70,000.00			
WV 3-6	New Boilers		1460	1	\$80,000.00			
WV 3-6	Elevator Monitoring		1460	1	\$7,000.00			
WV 3-7	Awnings FA		1460	2	\$5,600.00			
WV 3-7	Exterior Lighting FA		1450	1	\$5,200.00		\$347.37	10%
WV 3-10	New Roof		1460	1	\$70,000.00			
WV 3-10	Fire Tower Doors FA		1460	18	\$20,000.00			
WV 3-10	New Boilers		1460	1	\$80,000.00			
WV 3-10	Elevator Monitoring		1460	1	\$7,000.00			
WV 3-14	Electric Panels FA		1460	1	\$10,000.00		\$5,191.00	90%
WV 3-14	New VCT FA		1460	1	\$15,300.00			

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

PHA Name: WHEELING HOUSING AUTHORITY		Grant Type and Number Capital Fund Program No: 501-03 Replacement Housing Factor No: WV15R00350103					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		
PHA WIDE	3/30/05			9/30/06				
WV 3-4	3/30/05			9/30/06				
WV 3-5	3/30/05			9/30/06				
WV 3-6	3/30/05			9/30/06				
WV 3-7	3/30/05			9/30/06				
WV 3-10	3/30/05			9/30/06				
WV 3-14	3/30/05			9/30/06				

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Wheeling Housing Authority P.O. Box 11 Community Street Wheeling, WV 26003			Grant Type and Number Capital Fund Program Grant No: WV15 P003-501-04 Replacement Housing Factor Grant No: WV15 R003-501-04		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 No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$112,221.00			
3	1408 Management Improvements Soft Costs	\$10,000.00			
	Management Improvements Hard Costs	\$120,000.00			
4	1410 Administration	\$15,000.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$9,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	\$95,842.00			
10	1460 Dwelling Structures	\$338,000.00			
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 /RHF				
19	1502 Contingency				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Wheeling Housing Authority P.O. Box 11 Community Street Wheeling, WV 26003	Grant Type and Number Capital Fund Program Grant No: WV15 P003-501-04 Replacement Housing Factor Grant No: WV15 R003-501-04	Federal FY of Grant: 2004
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Amount of Annual Grant: (sum of lines.....)	\$700,063.00			
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures	\$95,842.00			
	Collateralization Expenses or Debt Service				

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

PHA Name: Wheeling Housing Authority		Grant Type and Number Capital Fund Program No: WV15-P003-501-04 Replacement Housing Factor No: WV15 R003-501-04					Federal FY of Grant: 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		
PHA Wide	9/30/06			9/30/08				
WV 3-4	9/30/06			9/30/08				
WV 3-5	9/30/06			9/30/08				
WV 3-6	9/30/06			9/30/08				
WV 3-7	9/30/06			9/30/08				
WV 3-10	9/30/06			9/30/08				
WV 3-14	9/30/06			9/30/08				

Capital Fund Program Five-Year Action Plan

Part I: Summary

Name Wheeling Housing Authority		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 501-05 PHA FY: 2005	Work Statement for Year 3 FFY Grant:501-06 PHA FY: 2006	Work Statement for Year 4 FFY Grant: 501-07 PHA FY: 2007	Work Statement for Year 5 FFY Grant:501-08 PHA FY: 2008
	Annual Statement				
Administration		\$45,000.00	\$45,000.00	\$44,945.00	\$45,000.00
DE		\$33,586.00	\$13,600.00	\$41,000.00	\$20,000.00
Management		\$190,000.00	\$177,751.00	\$200,000.00	\$200,000.00
Operations		\$120,000.00	\$120,000.00	\$120,000.00	\$130,000.00
Wide		0	\$140,000.00	\$87,000.00	\$370,000.00
3-1		0	0	0	\$62,000.00
3-4		\$362,000.00	\$363,469.00	\$436,935.00	\$66,000.00
3-5		\$234,000.00	\$200,000.00	0	\$82,000.00
3-6		\$80,000.00	\$45,000.00	\$80,000.00	\$31,500.00
3-7		\$80,000.00	\$90,060.00	\$170,000.00	\$163,380.00
3-10		\$125,294.00	\$60,000.00	\$40,000.00	\$60,000.00
3-13		0	0	\$20,000.00	\$20,000.00
3-14		0	\$15,000.00	\$30,000.00	\$20,000.00
CFP Funds)					
Replacement Rating Factor ds					

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

Activities for Year 1	Activities for Year :2008 FFY Grant: 501-07 PHA FY: 2007		Activities for Year: 2009 FFY Grant: 501-08 PHA FY: 2008		
PHA Wide 1410	Administration	\$44,945.00	PHA Wide 1410	Administration	\$45,000.00
PHA Wide 1430	A & E Fees	\$41,000.00	PHA Wide 1430	A & E Fees	\$20,000.00
PHA Wide 1408	Management Activities	\$200,000.00	PHA Wide 1408	Management Activities	\$200,000.00
1406	Operations	\$120,000.00	1406	Operations	\$130,000.00
PHA Wide	Landscape/Trees 1450	\$35,000.00	PHA Wide	Domestic Boilers 1460	\$190,000.00
PHA Wide	Concrete 1450	\$52,000.00	PHA Wide	Upgrade Restrooms 1460	\$100,000.00
WV 3-4	Washer & Dryers 1460	\$92,000.00	PHA Wide	New Comm. Kitchen 1460	\$80,000.00
WV 3-4	Gymnasium 1450	\$344,935.00	WV 3-1	Parking Lot 1450	\$62,000.00
WV 3-6	Balcony Railing 1450	\$80,000.00	WV 3-4	Kitchenette/Office 1460	\$14,000.00
WV 3-7	Stoves 1460	\$90,000.00	WV 3-4	Storm Doors 1460	\$52,000.00
WV 3-7	Re-Surface Parking Lot 1450	\$80,000.00	WV 3-5	Kitchen Island 1460	\$64,000.00
WV 3-10	Lighting 1450	\$40,000.00	WV 3-5	Steps for Walk Trail 1450	\$18,000.00
WV 3-14	New Doors 1460	\$30,000.00	WV 3-6	Bath/Exhaust 1460	\$31,500.00
WV 3-13	Locksets 1460	\$20,000.00	WV 3-7	Bath Vanities 1460	\$163,380.00
			WV 3-10	Rad Covers 1460	\$60,000.00
			WV 3-13	Interior Locks 1460	\$20,000.00
			WV 3-14	New Roof 1450	\$20,000.00

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Wheeling Housing Authority		Grant Type and Number Capital Fund Program Grant No: 501-01 Replacement Housing Factor Grant No: WV15R00350100			Federal FY of Grant: 2001
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 8/31/04 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition/RHF	\$36,806.00		\$36,806.00	\$1,849.91
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Wheeling Housing Authority	Grant Type and Number Capital Fund Program Grant No: 501-01 Replacement Housing Factor Grant No: WV15R00350100	Federal FY of Grant: 2001
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
XPerformance and Evaluation Report for Period Ending: 8/31/04 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)				
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name						<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: PHA FY:	Work Statement for Year 3 FFY Grant: PHA FY:	Work Statement for Year 4 FFY Grant: PHA FY:	Work Statement for Year 5 FFY Grant: PHA FY:	
	Annual Statement					
Total CFP Funds (Est.)						
Total Replacement Housing Factor Funds						

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Wheeling Housing Authority		Grant Type and Number Capital Fund Program Grant No: 501-02 Replacement Housing Factor Grant No: WV15R00350102		Federal FY of Grant: 2002	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 8/31/04 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition/RHF	\$34,093.00		\$34,093.00	\$0
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name: Wheeling Housing Authority	Grant Type and Number Capital Fund Program Grant No: 501-02 Replacement Housing Factor Grant No: WV15R00350102	Federal FY of Grant: 2002
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 8/31/04 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)				
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name		<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: PHA FY:	Work Statement for Year 3 FFY Grant: PHA FY:	Work Statement for Year 4 FFY Grant: PHA FY:	Work Statement for Year 5 FFY Grant: PHA FY:
	Annual Statement				
Total CFP Funds (Est.)					
Total Replacement Housing Factor Funds					

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Wheeling Housing Authority		Grant Type and Number Capital Fund Program Grant No: 501-03 Replacement Housing Factor Grant No: WV15R00350103			Federal FY of Grant: 2003
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 8/31/04 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition/RHF				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities RHF	\$27,060.00			

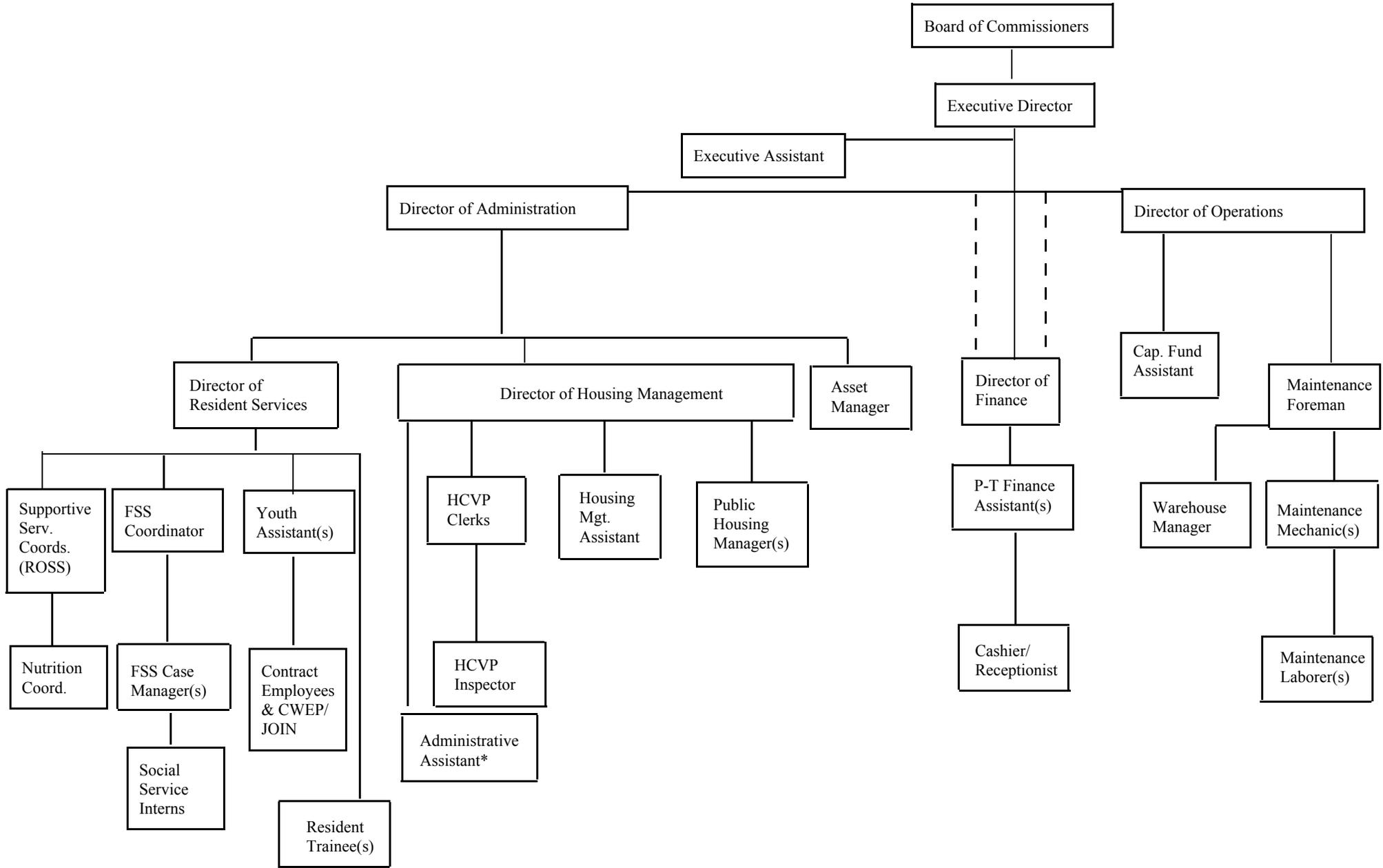
**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name: Wheeling Housing Authority	Grant Type and Number Capital Fund Program Grant No: 501-03 Replacement Housing Factor Grant No: WV15R00350103	Federal FY of Grant: 2003
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 8/31/04 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)				
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

WHEELING HOUSING AUTHORITY Organizational Chart



*Administrative Assistant also has duties to the Executive Office.

Wheeling Housing Authority



Resident Membership on the PHA Governing Board

Name of Resident Commissioner:

Larry Mitchell
601 Main Street Apt. B
Wheeling, WV 26003

Method of Selection:

Appointment by City Mayor

Term of Appointment:

September 7, 2004 to December 31, 2005

WHEELING HOUSING AUTHORITY

Assessment of Site Based Waiting List Development Demographic Characteristics

Name of Complex	Complex Number	Race %			Disability %	Ethnicity
		White	Black	Other		
Hil Dar	WV003004	73%	27%	0 %	15%	100% non Hispanic
Riverview Towers	WV003005	86%	12%	2%	15%	100% non Hispanic
Luau Manor	WV003006	95%	4%	1%	14%	100% Non Hispanic
Garden Park Terrace	WV003007	97%	3%	0%	16%	100% Non Hispanic
Booker T. Washington	WV003010	89%	11%	0%	7%	100% Non Hispanic
54 13 th Street	WV003014	20%	80%	0%	20%	100% Non Hispanic

Narrative: The above information was collected from our in house computer system due to the fact that the information found in the MTCS PIC website was not correct nor did it break down the information by development. Wheeling Housing Authority implemented a Site Based waiting list effective May, 2003. No past information was available to submit the percentage change from last year to this year.