

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

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# PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009  
Annual Plan for Fiscal Year 2005

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

**PHA Plan  
Agency Identification**

**PHA Name:** GRANITE CITY HOUSING AUTHORITY

**PHA Number:** IL 005

**PHA Fiscal Year Beginning: (mm/yyyy)** 12/2005

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2005 - 2009**  
[24 CFR Part 903.5]

**A. Mission**

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

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

The mission of Granite City Housing Authority is to provide financially stable, safe, sanitary, decent and affordable housing to those who are eligible for assistance and have demonstrated their willingness and ability to adhere to the terms of a lease.

**B. Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
- Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other (list below)
- PHA Goal: Improve the quality of assisted housing  
Objectives:
- Improve public housing management: (PHAS score)
  - Improve voucher management: (SEMAP score)
  - Increase customer satisfaction:
  - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)

- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

- PHA Goal: Increase assisted housing choices

Objectives:

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

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

- PHA Goal: Provide an improved living environment

Objectives:

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

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

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

Objectives:

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

- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
  - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
  - Other: (list below)

**Other PHA Goals bjectives: (list below)**

**Annual PHA Plan**  
**PHA Fiscal Year 2005**  
[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 Granite City Housing Authority has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

The following mission statement guides the activities of the Granite City Housing Authority.

The mission of Granite City Housing Authority is to provide financially stable, safe, sanitary, decent and affordable housing to those who are eligible for assistance and have demonstrated their willingness and ability to adhere to the terms of a lease.

Consistent with our mission statement, we have established the following goals and objectives we plan to achieve in the next five years.

**Goal One:        Increase the availability of decent, safe and affordable housing by replacing obsolete or unmarketable housing units with new energy efficient units designed for low maintenance.**

**Objective:**

1. Make application to HUD for phased demolition and reconstruction of 451 obsolete units. Lessen the density of Kirkpatrick Homes by rebuilding fewer units on the existing site. The remaining units will be constructed on site(s) yet to be determined.
2. Phased construction of 160 units or fewer, of elderly and near elderly only housing on the Marshall School site. Remaining 291 replacement units will be developed in phases on Kirkpatrick Homes and sites yet to be determined. Develop housing for elderly with supportive services.
3. Demolish and rebuild Administrative/Maintenance facilities

**Goal Two: Improve the overall quality of operations and, become recognized by the Department of Housing and Urban Development (HUD) as a “high performer” under its new Public Housing Management Assessment System (PHAS).**

**Objectives:**

1. Improve the (PHAS) score. Continue to maintain or improve High Performer Status.

**Goal Three: Provide an improved living environment**

**Objectives:**

1. Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments.
2. Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments.
3. Implement public housing security improvements: The Granite City Housing Authority will continue to submit grant applications to provide continued funding for the present police substation.
4. Designate developments or buildings for particular resident groups.

**Goal Four: Promote self-sufficiency and asset development of assisted households**

**Objectives:**

1. Increase the number and percentage of employed persons in assisted families:
2. Provide or attract supportive services to improve assistance recipients' employability.
3. Provide and attract supportive services to increase independence for the elderly or families with disabilities

**Goal Five: Ensure equal opportunity and affirmatively further fair housing**

**Objectives**

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

**Goal Six: Improve community quality of life and economic vitality**

**Objectives:** Promote the overall goal of a drug free, decent, safe and sanitary housing.

1. Promote self-sufficiency of the residents by promoting employment and job skills training.

2. Promote a social and economic mix of residents within each public housing neighborhood in order to foster social stability and upward mobility.

Our Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission.

- The plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan. Here are just a few highlights of our Annual Plan:
- We have adopted local preferences
- We have adopted an aggressive screening policy to ensure to the best of our ability that new admissions will be good neighbors.
- We have implemented a deconcentration policy.
- Applicants will be selected from the waiting list by preference and in order of the date and times their application has been verified and approved.
- We have established a minimum rent of \$50.00
- We have established flat rents for all of our developments.
- In an attempt to encourage work and advancement in the workplace, we require interim recertifications after 90 days of steady employment.

In summary, we are on course to improve the condition of affordable housing in Granite City Housing Authority.

This Agency Plan has been prepared in accordance with the Quality Housing Work Responsibility Act of 1998 (QWHRA) as we understand it. The Act is extremely complicated and the provisions are subject to differing interpretations. We utilized information and estimates from various sources to make assumptions in developing this plan. We believe our interpretation of the Act, as well as the information and estimates used to be accurate, but we cannot warrant such.

### **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 Attachment A
- FY 2004 Capital Fund Program Annual Statement Attachment B
- 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 Attachment C
- FY 2004 Capital Fund Program 5 Year Action Plan Attachment D
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) Attachment E
- Other (List below, providing each attachment name)

Implementation of Community Service Attachment F

Pet Policy Attachment G

Progress Statement Attachment H

Resident Board Membership Attachment I

Membership of Resident Advisory Board Attachment J

Definition of Substantial Deviation Attachment K

Deconcentration and Income Mixing Attachment L

Performance & Evaluation Reports Attachment M

Voluntary Conversion Initial Assessment Attachment N

### 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 the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	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 type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
N/A	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination

**List of Supporting Documents Available for Review**

Applicable & On Display	Supporting Document	Applicable Plan Component
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
N/A	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved 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
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHEDEP) 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
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 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	1,240	1,103	N/A	N/A	N/A	N/A	N/A
Income >30% but <=50% of AMI	733	491	N/A	N/A	N/A	N/A	N/A
Income >50% but <80% of AMI	874	114	N/A	N/A	N/A	N/A	N/A
Elderly	743	609	N/A	N/A	N/A	N/A	N/A
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 2000
- 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)

NOTE: The data used for 2001 was specifically for Granite City, Illinois. The information was provided from the Madison County Consolidated Plan

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	0		
Extremely low income <=30% AMI	0		
Very low income (>30% but <=50% AMI)	0		
Low income (>50% but <80% AMI)	0		
Families with children	0		
Elderly families	0		
Families with Disabilities			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	0		
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)  
Demolition and Reconstruction

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select if applicable

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

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

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2004 grants)</b>		
a) Public Housing Operating Fund	1,394,113	
b) Public Housing Capital Fund	1,406,094	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>	4,313,502	Capital Fund
<b>3. Public Housing Dwelling Rental Income</b>	651,286	
<b>4. Other income (list below)</b>		
Interest Income	60,000	
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	7,824,995	

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

[24 CFR Part 903.7 9 (c)]

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

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

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

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) Upon Completion of the verification process

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)

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

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

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

##### **(2) Waiting List Organization**

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

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

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

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

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

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

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

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

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

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

### **(3) Assignment**

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

- One
- Two
- Three or More

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

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

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

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

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

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

**(6) Deconcentration and Income Mixing**

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

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

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

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

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

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

- Additional affirmative marketing
- Actions to improve the marketability of certain developments

- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

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

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

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

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

## B. Section 8

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

### (1) Eligibility

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

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

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

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

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

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

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

**(2) Waiting List Organization**

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

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

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

- PHA main administrative office  
 Other (list below)

**(3) Search Time**

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

If yes, state circumstances below:

**(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 for a 3 month waiver period

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No Sixty Month time limit on previous Ceiling rents expired in FY 2002

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

For all developments

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

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

For certain size units; e.g., larger bedroom sizes

Other (list below)

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

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

f. Rent re-determinations:

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

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

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)

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

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

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

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

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

- Annually
- Other (list below)

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

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

**(2) Minimum Rent**

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

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

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

**5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

**A. PHA Management Structure**

Describe the PHA’s management structure and organization.

(select one)

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

**B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	425	80
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

### C. Management and Maintenance Policies

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

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

(2)

Admissions & Continued Occupancy Policy	Blood Borne Pathogens Policy
Capitalization Policy	Check Signing Policy
Community Service Policy	Criminal Records Policy
Disposition Policy	Drug Free Workplace Policy
Facilities Use Policy	Funds Transfer Policy
Hazardous Materials Policy	Investment Policy
Internet and E-Mail Use Policy	Maintenance Policy
Natural Disaster Response Policy	Personnel Policy
Pet Policy	Pest Control
Procurement Policy	

(2) Section 8 Management: (list below)

N/A

### 6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

#### A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

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

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

If yes, list additions to federal requirements below:

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

**7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

**A. Capital Fund Activities**

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

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

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

Select one:

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

-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)
- b. If yes to question a, select one:
  - The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name Attachment D
  - or-
  - The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

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

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

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

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

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

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

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

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

### 2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Kirkpatrick Homes 1b. Development (project) number: IL 005-001
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(12/30/2004)</u>
5. Number of units affected: 30
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 04/2005 b. Projected end date of activity: 06/2006

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	Kirkpatrick Homes
1b. Development (project) number:	IL 005-002
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	(12/30/2004)
5. Number of units affected:	48
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 04/2005 b. Projected end date of activity: 06/2006

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

- Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing

Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	Anchorage Homes
1b. Development (project) number:	IL 005-003
2. Designation type:	Occupancy by only the elderly <input checked="" 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 checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	<u>03/01/60</u>
5. If approved, will this designation constitute a (select one)	<input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan? No Changes
6. Number of units affected:	60
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	Anchorage Homes
1b. Development (project) number:	IL 005-004
2. Designation type:	Occupancy by only the elderly <input checked="" 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 checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	<u>11/05/63</u>
5. If approved, will this designation constitute a (select one)	<input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan? No Change
6. Number of units affected:	100
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	Anchorage Homes
1b. Development (project) number:	IL 005-005
2. Designation type:	Occupancy by only the elderly <input checked="" 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 checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	(03/01/60)
5. If approved, will this designation constitute a (select one)	<input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan? No Changes
6. Number of units affected:	40
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" 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.

<b>Conversion of Public Housing Activity Description</b>
--

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.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
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? 08/07/98

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

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

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

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

- Yes  No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self

Sufficiency Programs. The position of the table may be altered to facilitate its use. )

<b>Services and Programs</b>				
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)
<i>GED Classes</i>	<i>15-20</i>	<i>As Needed Basis</i>	<i>At Development Office</i>	<i>Open to any interested resident</i>
<i>Parenting Classes</i>	<i>15-20</i>	<i>As Needed Basis</i>	<i>At Development Office</i>	<i>Open to any interested resident</i>
<i>Individual Case Management</i>	<i>30-40</i>	<i>As Needed Basis</i>	<i>At Development Office</i>	<i>Open to any Resident needing Assistance</i>

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

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2003 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

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

### C. Welfare Benefit Reductions

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

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

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

### **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)

Kirkpatrick Homes IL 005-001 and IL005-002

**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)

Police Substation

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

Kirkpatrick Homes IL 005-001 and IL005-002

**C. Coordination between PHA and the police**

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)

- Police regularly testify in and otherwise support eviction cases
  - Police regularly meet with the PHA management and residents
  - Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
  - Other activities (list below)
2. Which developments are most affected? (list below)

Kirkpatrick Homes IL 005-001 and IL005-002

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2003 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- 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 2005 in this PHA Plan?
- Yes  No: This PHDEP Plan is no longer required

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
  
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
  - Attached at Attachment (File name) E
  - 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: Madison County, Illinois
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)

Need for elderly, near elderly and affordable housing

- Other: (list below)

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

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

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

## **Attachments**

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

ATTACHMENT A

*The following except is taken from the Admissions and Continued Occupancy Policy of Granite City Housing Authority.*

10. INCOME LIMITS ON ADMISSION

The maximum net income limits for admission to the Authority shall be the current limits provided by HUD pursuant to federal law and federal regulation. The Authority shall attempt to achieve income ranges as follows:

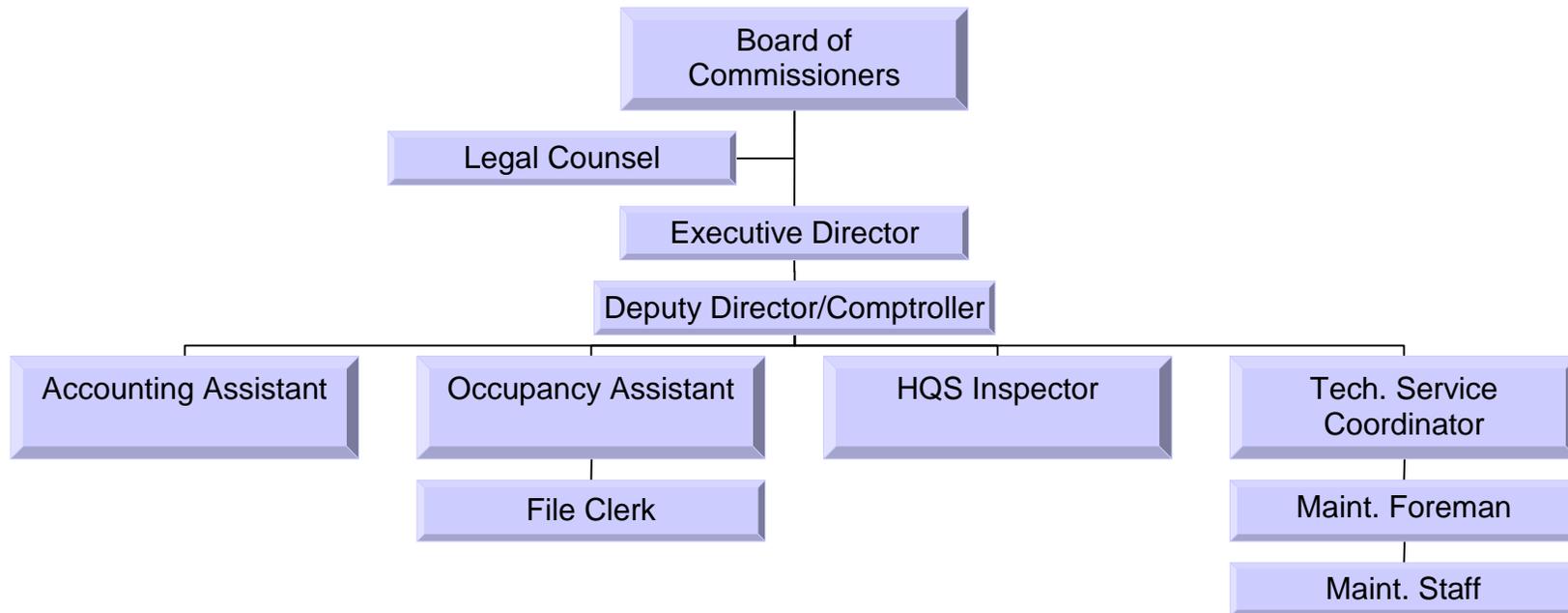
PERCENTAGE	INCOME RANGE
40%	Extremely Low Income as established by HUD
45%	Very Low-income limit as established by HUD
15%	Low-income limit as established by HUD

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> Granite City Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: IL06P00550105 Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b> 2005	
<input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no:    )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	115,000.00			
3	1408 Management Improvements	35,000.00			
4	1410 Administration	115,000.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	50,000.00			
8	1440 Site Acquisition				
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	1,091,094.00			
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,406,094.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation				





**GRANITE CITY HOUSING AUTHORITY  
ORGANIZATIONAL CHART**



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

Part I: Summary

PHA Name Granite City 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: 2006 PHA FY: 12/31/2006	Work Statement for Year 3 FFY Grant: 2007 PHA FY: 12/31/2007	Work Statement for Year 4 FFY Grant: 2008 PHA FY: 12/31/2008	Work Statement for Year 5 FFY Grant: 2009 PHA FY: 12/31/2009
	Annual Statement				
IL 5-5		1,091,094.00	1,091,094.00	1,091,094.00	1,091,094.00
IL 5-3					.00
IL 5-4					.00
Agency Wide		50,000.00	50,000.00	50,000.00	50,000.00
Agency Wide		265,000.00	265,000.00	265,000.00	265,000.00
CFP Funds Listed for 5- year planning		1,406,094.00	1,406,094.00	1,406,094.00	1,406,094.00
Replacement Housing Factor Funds					

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

**Part II: Supporting Pages—Work Activities**

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2006 PHA FY: 12/31/2006			Activities for Year: <u>3</u> FFY Grant: 2007 PHA FY: 12/31/2007		
	Development Name/Number	Major Work Categories	ESTIMATED COST	Development Name/Number	Major Work Categories	Estimated Cost
<b>SEE</b>						
<b>ANNUAL</b>						
<b>Statement</b>	<b>IL 5-6</b>			<b>IL 5-6</b>		
		Development 30 Units	1,091,094.00		Development 30 Units	1,091,094.00
	Agency Wide	Operations	115,000.00	Agency Wide	Operations	115,000.00
	Agency Wide	Administration	115,000.00	Agency Wide	Administration	115,000.00
	Agency Wide	Management Improvements-Computer System Upgrade/Training	35,000.00	Agency Wide	Management Improvements-Computer System Upgrade/Training	35,000.00
	Agency Wide	Architectural Fees	50,000.00	Agency Wide	Architectural Fees	50,000.00
			\$1,406,094.00			\$1,406,094.00
<b>Total CFP Estimated Cost</b>						

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

**Part II: Supporting Pages—Work Activities**

Activities for Year : <u>4</u> FFY Grant: 2008 PHA FY: 12/31/2008			Activities for Year: <u>5</u> FFY Grant: 2009 PHA FY: 12/31/2009		
Development Name/Number	Major Work Categories	ESTIMATED COST	Development Name/Number	Major Work Categories	Estimated Cost
<b>IL 5-2</b>	Demolition	100,000.00	<b>IL 5-2</b>	Demolition	100,000.00
	Development 25	991,094.00		Development 25	991,094.00
	1 Bedroom Units			1 Bedroom Units	
Agency Wide	Operations	115,000.00	Agency Wide	Operations	115,000.00
Agency Wide	Administration	115,000.00	Agency Wide	Administration	115,000.00
Agency Wide	Management	35,000.00	Agency Wide	Management	35,000.00
	Improvements- Computer System Upgrade/Training			Improvements- Computer System Upgrade/Training	
Agency Wide	Architectural Fees	50,000.00	Agency Wide	Architectural Fees	50,000.00
<b>Total CFP Estimated Cost</b>		\$1,406,094.00			\$1,406,094.00

ATTACHMENT E

MINUTES  
RESIDENT ADVISORY BOARD  
&  
PUBLIC MEETING  
October 7, 2004  
10:00 AM

The Executive Director opened the meeting and thanked those in attendance. Mr. McKeon informed the audience that the meeting was a combined Resident Advisory Board Meeting and a Public Meeting to receive input and comments from the residents. He further explained that all residents are members of the Advisory Board and that the Housing Authority welcomed the input from each and every resident.

Mr. McKeon reminded the group that the Quality Housing and Work Responsibility act of 1998 was passed by Congress and required that we develop an Agency Plan. The purpose of this meeting is to develop the Annual Plan for fiscal year 2005 and incorporate it into our ongoing Five Year Plan. The Director stated that the Annual Plan and Five Year Plan outline where we are and where we are going as a Housing Authority.

The Director stated the development process includes receiving input and feed back from the Resident Advisory Board and other interested parties. Mr. McKeon continued by presenting the Mission Statement and the Goals of the Agency Plan.

As stated in the Executive Summary, “the mission of Granite City Housing Authority is to provide financially stable, safe, sanitary, decent and affordable housing to those who are eligible for assistance and have demonstrated their willingness and ability to adhere to the terms of a lease.”

Consistent with our mission statement, Mr. McKeon informed the audience that we have established the following goals and objectives we plan to achieve in the next five years:

**Goal One: Increase the availability of decent, safe and affordable housing by replacing obsolete or unmarketable housing units with new energy efficient units designed for low maintenance.**

The Director stated that the Authority has completed the demolition of 40 efficiency units and construction of 40 one bedroom units of replacement housing in 2002. The efficiency units were difficult to market and were not energy efficient. By completing the construction of the 40 one bedroom units, the Housing Authority was meeting a goal and objective to increase the availability of additional housing.

Mr. McKeon indicated that the objectives will be furthered by demolishing 451 units in Kirkpatrick Homes and the administration/Maintenance facilities. Construction of approximately 160 units of elderly and near elderly only housing on the Marshall School site will be used to replace units demolished in Kirkpatrick Homes. Of the proposed 160 units, approximately 95 units will provide supportive services for the elderly.

The Executive Director advised the audience that a development application was submitted to The Department of Housing and Urban Development in late spring of 2004 for 48 new two bedroom units. Approval was received in August 2004 for the construction of the units. Mr. McKeon further stated that construction was started in early September 2004, and the contractor is moving forward with the new units.

The new units will be designated as near elderly and will house residents 55 years of age and older. The Executive Director also indicated that these units will be used to relocate resident presently residing in Kirkpatrick Homes to facilitate the revitalization of these two family developments.

The Executive Director stated that the units in Kirkpatrick Homes were built in 1940's and 1950's without any insulation and modern amenities. Previous modernization grants did not provide adequate funds to effectively improve the housing stock. Feasibility studies have indicated that it is more cost effective to demolish the old units and rebuild energy efficiency units.

Mr. McKeon reported to the audience that these objectives also are supported by the Census data. The latest census indicated that the population of Granite City is decreasing and the remaining residents are increasing in age. This is the basis for the Housing Authority to move away from family units and develop near elderly units and an assisted living facility.

The final objective of Goal One was discussed by the Director. He informed the audience that a new Administration and Maintenance Facility would be constructed. Mr. McKeon explained the need for the new facilities. He stated that the present Administration and Maintenance building does not provide adequate office space. The building has design and structural deficiencies. The Director added that the building was constructed in the 1940's and the telephone system does not work properly during wet and rainy weather.

Mr. McKeon presented the second goal.

**Goal Two: Improve the overall quality of operations and, become recognized by the Department of Housing and Urban Development (HUD) as a "high performer" under its new Public Housing Assessment System (PHAS).**

He stated that the intent of this goal was to improve the (PHAS) score. Mr. McKeon reported that we had received an advisory score under the new PHAS of 86.20% for

1998. The advisory score for 1999 was 87.6% and 87.2 for 2000. The assessment for 2001 resulted in a presumptive score of 95% reported the Director. He continued by adding that the score for 2002 resulted in a “High Performer” designation by HUD. Mr. McKeon continued by adding that the Housing Authority was again designated as a “High Performer” in 2003.

To accomplish this goal it will be necessary for us to look at each of the indicators and address the needs to raise the scores. The Director stated that a 95% can be improved to 100% and that is what the agency is striving to accomplish.

Mr. McKeon indicated to the audience that their input is a measure of the satisfaction of our performance and HUD receives this information via the Resident Satisfaction Surveys. He continued by adding that these surveys are an important tool for the Housing Authority to identify areas of needed improvement.

Mr. McKeon continued by adding the Resident Satisfaction Survey score is an area which the Housing Authority would like to improve. He stated that residents should respond to the surveys and also feel free to contact the Housing Authority to discuss any concerns as they occur.

### **Goal Three: Provide an improved living environment**

Mr. McKeon explained that meeting HUD’s deconcentration policy has resulted in improved living environment for the residents. He stated that GCHA has consistently met this goal through our Admissions and Continued Occupancy Policy. The Executive Director stated that the deconcentration policy pertained to only the family units, Kirkpatrick Homes. He continued by adding that income data of the family developments did not reflect any concentrations of poverty.

The Executive Director also reported that the Authority has contracted for services such as GED classes to provide residents with educational opportunities and job readiness. By securing employment and job skills, the employed residents will contribute to raising the median income levels of the population. This will also insure that concentrations of poverty do not occur within the developments.

Another objective of the third goal is to implement security improvements. The perception that the developments are unsafe is being addressed. A Police substation was in place in Kirkpatrick Homes. This substation was funded through a drug elimination grant which has been exhausted. Although the Police Department still uses the substation on a limited basis, according to the Police Department, the Housing Authority property is safer than other areas of Granite City. Residents have assisted with this by calling the police when crimes are witnessed.

Mr. McKeon also stated that Anchorage Homes is very safe and he attributed this in part to the number of night lights at the property. The night lights were increased by 34

additional lights approximately 14 years ago. The installation of dusk to dawn exterior lights, in Anchorage was completed in 2000 reported the Executive Director. He continued by adding that these improvements should help in any safety concerns of the residents.

The residents who do not adhere to the terms of their lease are dealt with accordingly stated Mr. McKeon. These individuals are issued Lease Termination Notices he stated.

The Granite City Housing Authority will continue to submit grant applications for any grants, which may assist with security measures and improving the living environment.

The Director stated that by designating buildings for certain populations, residents will be more comfortable. This in turn will provide an improved living environment. Anchorage is designated as elderly only development. Mr. McKeon indicated that the single family units at Marshall School will be for the near elderly, 55 years of age and older.

**Goal Four: Promote self-sufficiency and asset development of assisted households**

This goal impacts primarily the family units in Kirkpatrick Homes reported the Executive Director. The changes in federal regulations require that adult family members must get a job or be enrolled in an educational program or provide community service. Mr. McKeon explained that the TANF regulations have changed and we work very closely with this agency.

The Housing Authority is a Work Site for the Department of Human Services reported the Director. As a work site, the Housing Authority provides job training. This training leads to self-sufficiency stated Mr. McKeon. He continued by adding that GCHA has approximately 50% of families working, in comparison to 10% on average nationally.

The second objective of providing or attracting supportive services to improve assistance recipients' employability stated Mr. McKeon, goes hand in hand with the first objective. He continued by adding partnerships with South Western Illinois College (SWIC), Riverbend Head Start and the Housing Authority has lead to the establishment of on site GED classes. The classes were successful and resulted in 20-22 participants

In addition, providing and attracting supportive services to increase independence for the elderly or families with disabilities will be met with the continued partnership with Chestnut Health Systems.

**Goal Five: Ensure equal opportunity and affirmatively further fair housing**

The objectives of this goal, undertaking affirmative measures to insure access to assisted housing regardless of race, color, religion, national origin, sex, familial status and disability will be met through our application process stated Mr. McKeon.

The second objective of this goal, undertaking affirmative measures to provide a suitable living environment for families living in assisted housing regardless of race, color, religion, national origin, sex, familial status and disability, will also be met through our housing process indicated Mr. McKeon.

This goal is also being met by creating units for handicapped, and hearing and sight impaired residents stated the Director.

Mr. McKeon stated that the Housing Authority has had in place for several years affirmative-housing processes. He further stated that we have always provided decent safe and sanitary housing using affirmative action procedures.

The Executive Director stated emphatically Granite City Housing Authority does not discriminated against any of the protected classes.

**Goal Six: Improve community quality of life and economic vitality**

The objectives to meet the goal as promoting the overall goal of a drug free, decent, safe and sanitary housing, promoting self-sufficiency of the residents by promoting employment and job skills training and promoting a social and economic mix of residents within each public housing neighborhood in order to foster social stability and upward mobility.

The objectives of this goal go hand in hand with self-sufficiency stated the Executive Director. The objectives are being accomplished through the partnership with Chestnut Health Services. As residents receive educational and job skills the economic vitality of the community will benefit stated Mr. McKeon.

Mr. McKeon stated that he next would discuss changes that were made to the various policies that would be placed into effect January 1, 2005.

The Agency Plan for 2005 has again incorporated changes to the Admissions and Continued Occupancy Policy (ACOP). The Director explained the changes that have been incorporated.

The role of upfront income verifications was discussed by Mr. McKeon. He explained that the Housing Authority would be using a system of verification through the Internet that will provide income information directly to the agency. Therefore, the Executive Director identified definitions that were required due to the new process to be used by the Housing Authority. He advised the audience that the following definitions have been incorporated to the ACOP.

- **UPFRONT INCOME VERIFICATION-** The verification of income, before or during a family reexamination, through an independent source that systematically and uniformly maintains income information in computerized form for a large number of individuals.

- **THIRD PARTY VERIFICATION**- Independent verification of income and/or expenses obtained by contacting the individual income/expense source(s) supplied by the family. The verification documents must be supplied directly to the independent source by the PHA and returned directly to the PHA from the independent source.
- **TENANT ASSESSMENT SUB-SYSTEM (TASS)**- Centralized UIV system that provides computer matching of Social Security and Supplemental Security Income for applicants/residents.
- **FAIR MARKET VALUE**-Estimated value of an asset if said asset were to be converted to cash.

Due to the implementation of the upfront income verification, Mr. McKeon advised the audience that a security policy was needed and was incorporated in the ACOP.

#### UPFRONT INCOME VERIFICATION SECURITY (UIV)

The Authority will restrict access to UIV data only to persons whose duties or responsibilities require access. The Authority will maintain a record of users who have approved access to UIV data. The Authority will revoke the access rights of those users who no longer require such access or modify the access rights if a change in the user's duties or responsibilities indicates a change in the current level of privilege is needed.

Before granting Authority employees access to UIV information, each employee will be trained in UIV security policies and procedures. On completion of security awareness training the Authority will make sure that employees who access the UIV data have completed a User Agreement indicating they are aware of the safeguards and responsibilities associated with using the system.

Authority employees will be advised of the penalties associated with the provisions of the Privacy Act of 1974, Section 552(a), which makes unauthorized disclosure or misuse of resident data a crime punishable by fines.

Physical security of UIV data will be accomplished by maintaining resident files in locked file cabinets. Access to UIV data will be limited to individuals whose duties or responsibilities require access.

User accounts for access to UIV data through a computerized environment will be established based upon duties and responsibilities of individual employees. Employees will be directed to avoid leaving UIV data displayed on a computer screen, or leave a computer unattended with UIV data readily accessible. Printing of UIV data will be accomplished at the local printer of the employee requesting the UIV data.

Mr. McKeon continued by adding that the following procedure for verifying income and any other necessary verification will be incorporated within our verification process.

- The Authority shall use third party verification methods to the fullest extent possible. Third party verification requires that verifications must be received from sources independent of the applicant/resident. The third party verification methods to be used may include but are not limited to computer matching and upfront

income verification (UIV). UIV methods may include but are not limited to computer matching agreements with federal, state, or local government agencies or a private agency, use of HUD Tenant Assessment Subsystem (TASS) or submit direct requests for verifications to a federal, state or local government agency or a private agency.

- The Authority at a minimum must obtain and document in the resident file third party verification of the following factors, or will document in the file why third party verification was not available:

Reported family annual income;

The value of assets;

Expenses related to deductions from annual income; and

Other factors that affect the determination of adjusted income or income-based rent.

- Applicant must disclose complete and accurate social security numbers assigned to the applicant/resident and to each member of the applicant/resident's household and provide documentation to verify each social security number.
- Each family member of an applicant/resident, who is at least 18 years of age, and each family head and spouse, regardless of age, shall sign one or more consent forms.

The definitions of income has also been revised stated Mr. McKeon

- Net income from operation of a business or profession (expenditures for business expansion or amortization of capital indebtedness shall not be deducted to determine net-income from a business). Normal business expenses such as depreciation (straight-line) and interest payments on loans will be used to calculate net income.
- Interest, dividends, and net or income of any kind from real or personal property. If the property has a value in excess of \$5,000, income shall be imputed in accordance with HUD regulations. The fair market value of assets will be assessed as of the date of the receipt of verification.
- Periodic and determinable allowances, such as alimony and regular contributions or gifts, including amounts received from any persons not residing in the dwelling. Regular contributions and gifts include rent and utility payments paid on behalf of the family and other cash or non-cash contributions provided on a regular basis.
- Lump-sum payments caused by delays in processing periodic payments (unemployment or welfare assistance benefits) are included as income. For purposes of determining income, attorney fee's may be deducted when the fees are associated with recovery of the lump-sum payment.

The Executive Director reported to the attendees that the process of recertifications has also been changed. He continued by adding that the following items were incorporated in the ACOP:

- If a resident does not report lump sum payments in a timely manner, the lump sum

amount will be calculated retroactively. The Authority will calculate the lump sum retroactively, going back to the date the lump sum payment was to be considered, as long as that date is not prior to program participation.

- Income exclusion is appropriate when an increase in family income is a result of employment of a member of the resident's family who has been unemployed for one or more years, or underemployed who earned in the previous twelve months no more than would be earned for ten hours of work per week for 50 weeks at minimum wage.
- The 24 months of income exclusion can not exceed 4 years or forty eight months beginning on the date of the qualifying employment.

Mr. McKeon indicated that the verification of the ability to establish power was also incorporated in the ACOP. He presented the following change:

- Prior to executing a lease with the Authority, the applicant must be able to establish service with Illinois Power Company. Verification of the ability to establish service will be acquired via Illinois Power Company Customer Direct internet system. The verification will become part of the applicant's file.

The final change made to the ACOP pertains to the receipt and processing of applications stated the Executive Director. The following revision was made to the portion of the policy:

- Prior to the admission of each family as a resident, this Authority shall obtain a written application for admission, signed by all household members 18 years of age and older, which shall set forth in adequate detail all data and information relative to the family composition, income and any other information necessary to determine all eligibility factors. At the time of application, each applicant will also be informed of the specific factors affecting his priority or preference status.
- Any application for admission must be submitted in its entirety. All requested documents must be submitted at the time of placing the application. Applications missing documents will not be considered submitted nor will they be processed.

The Flat Rents for fiscal year 2005 were developed to accommodate the working residents advised Mr. McKeon. The flat rents established in the fiscal year 2005, were based on a market analysis and the amenities offered in each development. He continued by adding that the rents are very reasonable and allows the working residents to pay a level amount of rent that is not exorbitant. He also stated that flat rents in conjunction with the income exclusions permits residents to become self sufficient and can easily transition to the market rent sector.

Mr. McKeon read the individual rents to the audience.

DEVELOPMENT	FLAT RENT
IL 5-1 Kirkpatrick Homes	
One Bedroom	265.00
Two Bedroom	325.00
Three Bedroom	400.00
IL 5-2 Kirkpatrick Homes	
One Bedroom	265.00
Two Bedroom	325.00
Three Bedroom	400.00
Four Bedroom	450.00
IL 5-3 Anchorage Homes	
One Bedroom	450.00
Two Bedroom	500.00
IL 5-4 Anchorage Homes	
One Bedroom	450.00
IL 5-5 Anchorage Homes	
One Bedroom	450.00

Mr. McKeon opened the floor for questions and comments.

Question: Why do we not have accessible units as reported in the paper?

Response: We do have accessible units. At present, we have two units which have never been rented. The Housing Authority has referred the matter to its legal council.

Comment: I live on E. 24<sup>th</sup> on the circle, and I have to walk all around to get to an opening in the curb.

Response: The sidewalks belong to the City of Granite City. We do not have any authority over the curb cuts. In addition, we retrofitted the entrance to every apartment in Anchorage and removed the step into the apartments. This provided visitability.

Question: Could we possibly have a louder doorbell?

Response: An option is the installation of a strobe light.

Comment: No, I do not want a strobe light installed.

Question: I have a friend that can not hear the doorbell. Could you remove the door bell and light from the hearing impaired unit?

Response: We will look into this, possibly the resident would be interested in transferring to a hearing accessible unit.

Question: Can we have carbon monoxide detectors installed?

Response: We will have our architect look into the installation of them.

Question: Can we have clothes line poles?

Response: The new units have the washer and dryer facilities so that it is not necessary to install clothes line poles. The installation of poles slows down the maintenance and yard work.

Question: Can we have the grass cut on a certain day?

Response: The mowing contractor tries to come on Thursday of each week, but due to holiday schedules and/or amount of rain received, sometimes the contractor will vary on the days the grass is cut.

Comment: Kirkpatrick Homes has better yards than Anchorage. The people cutting the grass just lay the grass down and do not cut the grass. Last year the grass looked better.

Response: The contractor is cutting the grass slightly higher to conserve the moisture in the grass. My cutting the grass extremely short during the heat of the summer, there is risk in burning up the yards. Any clumps are caused by excessive moisture in the grass. In addition, we have had a reduction in staff due to injuries and retirements. That is why we elected to contract out the grass cutting.

Comment: Seventeen years ago, all residents had to cut their own yards. This did not result in a uniform appearance of the developments. Therefore, the Housing Authority elected to mow as a part of our services.

Question: Why do they mow all of the front side and then the back side of the yards? They wait and come back to blow off the grass.

Response: The contractor is working efficiently and managing the time to cut the grass. All sidewalks are blown free of grass before they leave an area.

Comment: They just need to do my yard all at once.

Response: As stated earlier, the contractor is attempting to be efficient at getting all the cutting in one area completed prior to getting off the equipment and using the blowers.

Question: When will the Anchorage Recreation Hall be available for activities?

Response: The bathrooms have been renovated to be handicapped accessible and the contract has just recently completed the work. We have a few additional things to complete prior to the hall being available.

Comment: The Pot Lucks will begin after the first of the year. We will have two holiday meals and they will take the place of the Pot Luck.

Question: Why can't the residents have additional activities?

Response: The Housing Authority has in the past scheduled various activities with little or no participation. We have had nurses here to take blood pressures, Community Counseling, Visiting Nurses, and Chestnut Health Systems. The residents do not seem to be interested.

Comment: That is a shame. The residents should attempt to get the activities started again. I attended one function and I was the only person there.

Question: What about flu vaccinations?

Response: We had them scheduled for November, but the Health Department called and cancelled them due to the shortage of vaccine.

There being no further questions or comments, the Director thanked the audience for their attendance and input into the preparation of our Annual Plan.

Analysis  
of  
Comments  
&  
Recommendations  
Of  
Resident Advisory Board

The resident's comments and recommendations were considered and incorporated within the finalized version of the FY 2005 Annual and Five Year Plan.

Lacking any objections, it was determined that the RAB and participants of the Public Meeting concurred with the FY 2005 Annual and Five Year Plan as presented.

ATTACHMENT F  
IMPLEMENTATION OF  
PUBLIC HOUSING  
RESIDENT COMMUNITY SERVICE REQUIREMENTS

The following narrative provides an overview of the implementation process used by Granite City Housing Authority.

Granite City Housing Authority (GCHA) has taken the following administrative steps to develop and implement the Community Service Requirements as set forth in 24 CFR Part 960.605.

The federal regulations were reviewed and staff members were provided training by professional consultants such as Nan McKay and Joseph Schiff, prior to the development of the Community Service Policy. After the completion of the training, a written plan was developed and forwarded to Legal Council for review.

Upon consensus of the Legal Council, the Community Service Policy was posted for comment and review of the residents, and Resident Advisory Boards. The Policy was included in the Annual Plan for 2001 and was made available for public display.

The written Community Service Plan was developed in conjunction with a Lease revision reflecting the requirement of Community Service. The changes in the Lease will be executed upon Annual Recertification of each resident. At the time of the annual recertification, each resident and household member over the age of 18 will be provided counseling and written notice of the requirement and exemption status.

GCHA has entered into a cooperative agreement with the TANF agency to provide verification of the residents' case status. This cooperative agreement provides access to the database of the agency via an electronic connection. This access will enable the Occupancy Supervisor of GCHA to immediately verify the status of each individual case.

GCHA will administer the overall requirements of the program. Outside entities will report the time donated by residents at their facilities.

The types of activities which will fulfill the required community service are defined as follows:

Community service includes performing work or duties in the public benefit that serve to improve the quality of life and/or enhance resident self-sufficiency, and/or increase the self-responsibility of the resident within the community.

An economic self sufficiency program is one that is designed to encourage, assist, train or facilitate the economic independence of participants and their families or to provide work for participants. These programs may include programs for job training, work placement, basic skills training, education, English proficiency, work fare, financial or household management, apprenticeship, and any program necessary to ready a participant to work (such as substance abuse or mental health treatment).

GCHA will coordinate with social service agencies, local schools, and any other agencies in identifying a list of volunteer community service positions and providing opportunities for community service.

GCHA has developed a process to cure noncompliance. GCHA will offer the family member(s) the opportunity to enter into a written agreement prior to the anniversary of the lease. The agreement shall state that the family member(s) agrees to enter into an economic self-sufficiency program or agrees to contribute to community service for as many hours as needed to comply with the requirement over the past 12-month period. The cure shall occur over the 12-month period beginning with the date of the agreement and the resident shall at the same time stay current with that year's community service requirement.

## ATTACHMENT G

### IMPLEMENTATION OF PET POLICY

Granite City Housing Authority will implement the pet policy in accordance with the regulations as defined at 24 CFR 960, Subpart G. The reasonable requirements are as follows:

“The size and number of pets must be reasonably appropriate for the size of the unit and the number of people in the household.”

The policy permits pets such as domesticated dogs, cats, birds and fish aquariums. Responsibilities of the owners are outlined in the policy and include the requirement to license, obtain mandatory vaccinations and removal of pet waste.

## ATTACHMENT H

### PROGRESS STATEMENT

Granite City Housing Authority has made the following progress in meeting the goals and objectives as outlined in the current 5-Year Plan:

The first goal to “increase the availability of decent, safe and affordable housing by replacing obsolete or unmarketable housing units” is underway. The purchase of Marshall School will be used as a site to construct new units.

Goal Number One of the 2004 Annual Plan is presently in progress. The construction of 40 one-bedroom is completed. Development of the Marshall School site was started in 2004. A Development Application was submitted to HUD in May 2004 for review. Approval of the application was received in August 2004. Construction of 48 two bedroom near elder units was started in September 2004.

The second goal to “improve the overall quality of operations and, become recognized by the Department of Housing and Urban Development (HUD) as a “high performer” under the Public Housing Assessment System (PHAS) is also progressing. The first year advisory score for 1999 was 86.2%. The advisory score for 1999 reflected an increase to 87.6%. The score remained static for 2000 at 87%.

An improvement was made in the 2001 score by obtaining a score of 95% and being designated as a “High Performer”. In 2002 Granite City Housing Authority maintained the designation of “High Performer”. The scoring for fiscal year 2003 once again resulted in the Housing Authority being designated as a “high performer.”

Although GCHA has achieved a “high performer” designation, we will continue our efforts to improve our overall operations. The results of the Customer Service and Satisfaction Survey indicated areas requiring a Follow-Up Plan.

The third goal to “provide an improved living environment” is also progressing. By decreasing the concentration of units on the existing sites, the creation of green space will greatly improve the living environment for our residents.

The forth goal to” promote self-sufficiency and asset development of assisted households” has progressed with the following activities: Implementation of an on-site GED class, implementation of reading program and linkage with local community college for job assistance. The goal is further being met with the implementation of programming for the seniors of the developments.

Goal five “ensure equal opportunity and affirmatively further fair housing” is being met. Granite City Housing Authority provides access to individuals regardless of race, color, religion, national origin, sex, familial status or disability.

Goal Six, to “improve community quality of life and economic vitality” is being carried out by means of promoting self-sufficiency of our residents. The implementation of on-site GED classes continues to assist in the accomplishment of this goal.

## ATTACHMENT I

### RESIDENT MEMBERSHIP OF THE PHA GOVERNING BOARD

At present Granite City Housing Authority does not have a resident serving on the Board of Commissioners. The method of selection is by the Mayor of Granite City and the City Council. The By-laws of the Granite City Housing Authority currently provide for six members and only five have been appointed.

## ATTACHMENT J

### MEMBERSHIP OF THE RESIDENT ADVISORY BOARD

Due to a continued lack of interest, Granite City Housing Authority appointed all residents to the Resident Advisory Board. Granite City Housing Authority schedules meetings at least quarterly at Anchorage Homes and Kirkpatrick Homes. All residents are encouraged to attend.

## ATTACHMENT K

### DEFINITION OF SUBSTANTIAL DEVIATION

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

ATTACHMENT L

**Component 3, (6) Deconcentration and Income Mixing**

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

If yes, list these developments as follows:

<b>Deconcentration Policy for Covered Developments</b>			
<b>Development Name:</b>	<b>Number of Units</b>	<b>Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]</b>	<b>Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]</b>



## CAPITAL FUND PROGRAM

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name:</b> Granite City Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: IL06P00550101 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 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: 06/30/2004 <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	151,713.00	151,713.00	151,713.00	151,713.00
3	1408 Management Improvements Soft Costs	77,842.06	67,892.73	67,892.73	67,892.73
	Management Improvements Hard Costs				
4	1410 Administration	151,713.00	151,713.00	151,713.00	151,713.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	125,560.81	125,560.81	125,560.81	125,560.81
8	1440 Site Acquisition	325,000.00	325,000.00	325,000.00	325,000.00
9	1450 Site Improvement	370,937.73	6,623.10	6,623.10	6,623.10
10	1460 Dwelling Structures	92,528.42	91,209.42	91,209.42	91,209.42
11	1465.1 Dwelling Equipment—Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Nondwelling Structures	61,987.71	20,587.71	20,587.71	20,587.71
13	1475 Nondwelling Equipment				
14	1485 Demolition	155,300.00	132,737.50	132,737.50	132,737.50
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	4,556.27	4,556.27	4,556.27	4,556.27
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	1,517,139.00	1,517,139.00	1,517,139.00	1,077,593.54
	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				

# Annual Statement/Performance and Evaluation Report

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

### Part II: Supporting Pages

PHA Name: Granite City Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL06P00550101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
Agency Wide	Operations		1406		151,713.00	151,713.00	151,713.00	151,713.00	Complete
IL 005-002	Demolition & Reconstruction of 20 1 Bedroom Units		1460		0.00	0.00			
IL 005-003	Gutters & Downspouts		1460	60	25,000.00	25,000.00	25,000.00	25,000.00	Complete
IL 005-003	Emergency Roof Repairs		1460		612.62	612.62	612.62	612.62	Complete
	Asbestos abatement/Utility Rooms		1460	60	6,225.80	4,906.80	4,906.80	4,906.80	Complete
IL 005-004	Gutters & Downspouts		1460	100	34,500.00	34,500.00	34,500.00	34,500.00	Complete
	Asbestos abatement/Utility Rooms		1460	100	26,190.00	26,190.00	26,190.00	26,190.00	Complete
IL 005-003	Underground Drainage		1450		0.00	0.00			Reprogrammed
IL 005-004	Underground Drainage		1450		0.00	0.00			Reprogrammed
IL 005-005	Marshall School Infrastructure		1450		370,937.73	6,623.10	6,623.10	6,623.10	In Progress
IL 005-003	Construction of 40 1 bedroom Units		1499		4,556.27	4,556.27	4,556.27	4,556.27	Complete
	Maintenance Building Addition		1470		20,587.71	20,587.71	20,587.71	20,587.71	Complete
	Anchorage Rec Hall Accessibility		1470		41,400.00	0.00	0.00	0.00	Reprogrammed
	Site Acquisition-Bugg Property		1440		50,000.00	50,000.00	50,000.00	50,000.00	Complete
	Site Acquisition-Reimburse Operating Funds-Marshall School				275,000.00	275,000.00	275,000.00	275,000.00	Complete
	Site Demolition-Bugg Property		1485		47,815.00	25,252.50	25,252.50	25,252.50	Complete
	Site Demolition-Marshall School		1485		107,485.00	107,485.00	107,485.00	107,485.00	Complete





## CAPITAL FUND PROGRAM

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Granite City Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL06P00550102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:      ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/30/2004 <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	148,342.00	0.00		
3	1408 Management Improvements	45,000.00	42,898.28	42,898.28	42,898.28
4	1410 Administration	128,000.00	9,826.67	9,826.67	9,826.67
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	100,000.00	27,796.77	27,796.77	27,796.77
8	1440 Site Acquisition				
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	0.00	0.00		
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	1,367,866.28	1,367,866.28	1,367,866.28	
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,448,388.00	1,448,388.00	1,448,388.00	80,521.72
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				





# CAPITAL FUND PROGRAM

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Granite City Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL06P00550103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:      ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/30/2004 <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	119,000.00	0.00		
3	1408 Management Improvements	35,000.00	9,218.00	9,218.00	9,218.00
4	1410 Administration	119,000.00	0.00		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	100,000.00	0.00		
8	1440 Site Acquisition				
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	818,718.00	1,182,500.00		
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,191,718.00	1,191,718.00		
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation				





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

PHA Name: Granite City Housing Authority	Grant Type and Number Capital Fund Program Grant No: IL06P00550203 Replacement Housing Factor Grant No:	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: 06/30/2004 
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
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	237,505.00	237,505.00	237,505.00	
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	237,505.00	237,505.00	237,505.00	
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation				





ATTACHMENT N

VOLUNTARY CONVERSION INITIAL ASSESSMENT

The responses to the required questions are as follows:

- A. How many of the PHA’s developments are subject to the Required Initial Assessment?

Response: Two developments are subject to the assessment. The developments are:

- IL005-1 Kirkpatrick Homes
- IL005-2 Kirkpatrick Homes

- B. How many of the PHA’s developments are not subject to the Required Initial Assessment based on exemptions (e.g. elderly, and/or disables developments not general occupancy projects)?

Response: Three developments are not subject to the assessment. These developments are exempt based on an elderly exemption. The developments include:

- IL005-3 Anchorage Homes
- IL005-4 Anchorage Homes
- IL005-5 Anchorage Homes

- C. How many assessments were conducted for the PHA’s covered developments?

Response: One assessment was completed.

- D. Identify PHA developments that may be appropriate for conversion based on the required Initial Assessment:

Development Name	Number of Units
None	None

- E. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments.

Response: The Required Initial Assessment has been completed.