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(exp. 02/28/2006)

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

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: Freeport Housing Authority

PHA Number: IL 029

PHA Fiscal Year Beginning: (mm/yyyy) 04/2005

Public Access to Information

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

X 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)

x 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)

x 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.

X The PHA's mission is:

The mission of the Housing Authority of the City of Freeport is to promote adequate, affordable housing, economic opportunity, and a suitable living environment for the families we serve. We do this by providing and maintaining safe, quality housing in a cost-effective manner; by partnering with other to provide rental assistance and other related services to our community, all in a non-discriminatory manner.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY 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.

X PHA Goal: Expand the supply of assisted housing
Objectives:
- X Apply for additional rental vouchers:
- X Reduce public housing vacancies:
- X Leverage private or other public funds to create additional housing opportunities:
- X Acquire or build units or developments
- ☐ Other (list below)

X PHA Goal: Improve the quality of assisted housing
Objectives:
- X Improve public housing management: (PHAS score) (PHAS score)

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

X PHA Goal: Increase assisted housing choices
Objectives:
☐ Provide voucher mobility counseling:
X Conduct outreach efforts to potential voucher landlords
☐ Increase voucher payment standards
X 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

X PHA Goal: Provide an improved living environment
Objectives:
X Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
X Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
X Implement public housing security improvements:
X 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

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

X Increase the number and percentage of employed persons in assisted families:

X Provide or attract supportive services to improve assistance recipients' employability:

X 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

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

Objectives:

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

X 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:

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

☐ Other: (list below)

Other PHA Goals and Objectives: (list below)

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**

X **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.

EXECUTIVE SUMMARY

The Housing Authority of the City of Freeport 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.

We have adopted the following mission statement to guide the activities of the Housing Authority of the City of Freeport.

The mission of the Housing Authority of the City of Freeport is to promote adequate, affordable housing, economic opportunity, and a suitable living environment for the families we serve. We do this by providing and maintaining safe, quality housing in a cost-effective manner; by partnering with others to provide rental assistance and other related services to our community, all in a non-discriminatory manner.

We have also adopted the following goals and objectives for the next five years.

Goal One: Manage the Housing Authority of the City of Freeport's existing Housing Program in an efficient and effective manner thereby Qualifying as at least a standard performer.

Objectives:

1. HUD shall continue to recognize the Housing Authority of the City of

Freeport as a standard performer.

2. The Housing Authority of the City of Freeport shall make our public housing units more marketable to the community as evidenced by an increase in our waiting list to one that requires a six-month wait for housing by March 31, 2006.

3. The Housing Authority of the City of Freeport shall promote a motivating work environment with a capable and efficient team of employees to operate as a customer-friendly and fiscally prudent leader in the affordable housing industry.

Goal Two: Provide a safe and secure environment in the Housing Authority of the City of Freeport's public housing developments.

Objectives:

1. The Housing Authority of the City of Freeport shall reduce crime in its developments so that the crime rate is less than their surrounding neighborhood by March 31, 2006.

2. The Housing Authority of the City of Freeport shall refine the memorandum of understanding between the jurisdiction's police force and this agency. The purpose of this is to better define the "edge problem" of crime that occurs near our developments and develop strategies for identifying and reducing this problem.

3. The Housing Authority of the City of Freeport shall reduce its evictions due to violations of criminal laws by 20% by March 31, 2006 through aggressive screening procedures.

Goal Three: Expand the range and quality of housing choices available to Participants in the Housing Authority of the City of Freeport's Tenant based assistance program.

Objectives:

1. The Housing Authority of the City of Freeport shall establish a program to help people use its tenant-based program to become homeowners by March 31, 2007.

2. The Housing Authority of the City of Freeport shall achieve and sustain a utilization rate of 98% by March 31, 2006 in its tenant-based program.

3. The Housing Authority of the City of Freeport shall attract 10 new landlords who want to participate in the program by March 31, 2006.

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, budge summary, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole,t hey 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 for public housing to ensure to the best of our ability that new admissions will be good neighbors. In our Section 8 Program, we are screening applicants to the fullest allowable while not taking away the ultimate responsibility from the landlord. Our screening practices meet all fair housing requirements.
- Applicants will be selected from the waiting list by preference and in order of the date and time they applied.
- We have established a minimum rent of $50.
- We have established flat rents for all our developments.

In summary, we are on course to improve the condition of affordable housing in Freeport, Illinois.

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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Annual Plan
i. Executive Summary
ii. Table of Contents
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6. Grievance Procedures
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8. Demolition and Disposition
9. Designation of Housing
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11. Homeownership
12. Community Service Programs

13. Crime and Safety
14. Pets (Inactive for January 1 PHAs)
15. Civil Rights Certifications (included with PHA Plan Certifications)
16. Audit
17. Asset Management
18. Other Information

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
X FY 2005 Capital Fund Program Annual Statement
X Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

X PHA Management Organizational Chart
X FY 2005 Capital Fund Program 5 Year Action Plan
☐ Public Housing Drug Elimination Program (PHDEP) Plan
☐ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
X Other (List below, providing each attachment name)

Community Service Requirements **il029a05**
Pet Policy **il029b05**
Statement of Progress in Meeitng 5-Yr Plan **il029c05**
Resident Membership of PHA Governing Board **il029d05**
Membership of the Resident Advisory Board**il029e05**
P & E – 501 04 **il029j05**

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	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
	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.	
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI))) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	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 Quality Housing and Work Responsibility Act Initial Guidance; Notice* 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 ☐ 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 ☐ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies ☐ check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures	Annual Plan: Grievance Procedures

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
	X check here if included in Section 8 Administrative Plan	
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
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
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 ☐ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
N/A	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
X	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
N/A	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	1,084						
Income >30% but <=50% of AMI	935						
Income >50% but <80% of AMI	1,310						
Elderly	1,237						
Families with Disabilities	145						
Race/Ethnicity W	1,311						
Race/Ethnicity A	1,968						
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:

X U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset

☐ American Housing Survey data
Indicate year:

☐ Other housing market study
Indicate year:

☐ Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) X Section 8 tenant-based assistance ☐ Public Housing ☐ Combined Section 8 and Public Housing ☐ 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	348		7
Extremely low income <=30% AMI	348	100	
Very low income (>30% but <=50% AMI)	0	0	
Low income (>50% but <80% AMI)	0	0	
Families with children	258	74	
Elderly families	5	1	
Families with Disabilities	66	19	
Race/ethnicity W	106	30	
Race/ethnicity A	240	69	
Race/ethnicity N	2	1	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			

Housing Needs of Families on the Waiting List			
3 BR			
4 BR			
5 BR			
5+ BR			

Is the waiting list closed (select one)? No X Yes

If yes:

How long has it been closed (# of months)? 2

Does the PHA expect to reopen the list in the PHA Plan year? X No ☐ Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? X No ☐ Yes

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

Section 8 tenant-based assistance

X Public Housing

☐ Combined Section 8 and Public Housing

☐ 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	353		50
Extremely low income <=30% AMI	341	97	
Very low income (>30% but <=50% AMI)	10	3	
Low income (>50% but <80% AMI)	2	0	
Families with children	230	65	
Elderly families	13	4	
Families with Disabilities	58	16	
Race/ethnicity W	162	46	
Race/ethnicity A	188	53	
Race/ethnicity N	3	1	
Race/ethnicity			
Characteristics by			

Housing Needs of Families on the Waiting List			
Bedroom Size (Public Housing Only)			
1BR	123	35	
2 BR	129	37	
3 BR	68	19	
4 BR	26	7	
5 BR	7	2	
5+ BR			

Is the waiting list closed (select one)? X No Yes
If yes:
How long has it been closed (#of months)?
Does the PHA expect to reopen the list in the PHA Plan year? No Yes
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No 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

X Employ effective maintenance and management policies to minimize the number of public housing units off-line
X Reduce turnover time for vacated public housing units
X 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
X 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

X Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration

X 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

X Apply for additional section 8 units should they become available

☐ Leverage affordable housing resources in the community through the creation of mixed - finance housing

X Pursue housing resources other than public housing or Section 8 tenant-based assistance.

☐ Other: (list below)

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

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

Select all that apply

☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing

☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance

☐ Employ admissions preferences aimed at families with economic hardships

X 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

X Employ admissions preferences aimed at families who are working

X 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
X 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
X Apply for special-purpose vouchers targeted to families with disabilities, should they become available
X 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

X 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

X Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
X 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:

X Funding constraints
X Staffing constraints
X 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.

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
1. **Federal Grants (FY 2005 grants)**		
a) Public Housing Operating Fund	1,059,000	
b) Public Housing Capital Fund	900,000	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	232,000	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	480,000	
4. Other income (list below)		
4. Non-federal sources (list below)		
Total resources	2,671,000	

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)
X Other: (describe) At time of application.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?
X Criminal or Drug-related activity
X Rental history
X Housekeeping
X Other (describe) Ability to obtain utilities.

c. X Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
d. X Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
e. X 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)
X Community-wide list
☐ Sub-jurisdictional lists
☐ Site-based waiting lists
☐ Other (describe)

b. Where may interested persons apply for admission to public housing?
X 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
X Two
☐ Three or More

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

c. Preferences

1. X 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)

X Working families and those unable to work because of age or disability
X Veterans and veterans' families
X Residents who live and/or work in the jurisdiction
X Those enrolled currently in educational, training, or upward mobility programs
X Households that contribute to meeting income goals (broad range of incomes)
X 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)
1 Working families and those unable to work because of age or disability
1 Veterans and veterans' families
1 Residents who live and/or work in the jurisdiction
1 Those enrolled currently in educational, training, or upward mobility programs
1 Households that contribute to meeting income goals (broad range of incomes)
1 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
X 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)
X The PHA-resident lease
X 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)
X Atan annual reexamination and lease renewal
X Any time family composition changes
X At family request for revision
☐ Other (list)

(6) Deconcentration and Income Mixing

a. X 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. X 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:

X 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. X 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
X 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
X List (any applicable) developments below:
Parkside
Westview
Gilmore

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)

X 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)

x 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)

x Other (list below)

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

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

d. X 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)

X 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)
X PHA main administrative office
☐ Other (list below)

(3) Search Time

a. X 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 X 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. X 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)
X Working families and those unable to work because of age or disability

X Veterans and veterans' families
X Residents who live and/or work in your jurisdiction
X Those enrolled currently in educational, training, or upward mobility programs
X Households that contribute to meeting income goals (broad range of incomes)
X 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)

1 Working families and those unable to work because of age or disability
1 Veterans and veterans' families
1 Residents who live and/or work in your jurisdiction
1 Those enrolled currently in educational, training, or upward mobility programs
1 Households that contribute to meeting income goals (broad range of incomes)
1 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)

X 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)

X 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

X 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)

X The Section 8 Administrative Plan

X 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?

X 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)

X 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
X $26-$50

2. ☐ Yes X 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 X 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)

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

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

☐ For household heads

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

e. Ceiling rents

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

☐ Yes for all developments
☐ Yes but only for some developments
X No

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

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

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

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

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)
☐ Never

☐ At family option
X 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 X 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
X Survey of rents listed in local newspaper
☐ Survey of similar unassisted units in the neighborhood
X 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 below100% of FMR
☐ 100% of FMR
X 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)
X FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
☐ Reflects market or submarket
X To increase housing options for families
☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)
X 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)
X Success rates of assisted families
X 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
X $26-$50

b. ☐ Yes X 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)

X An organization chart showing the PHA's management structure and organization is attached.

☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	446	50
Section 8 Vouchers	62	5
Section 8 Certificates	N/A	
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs(list individually)	N/A	

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)

a. Admissions & Continued Occupancy
b. By-Laws
c. Blood-Borne Diseases Policy
d. Ceiling & Flat Rents
e. Criminal Drug Treatment and Registered Sex Offender
f. Classification Records Management Policy
g. Drug Free Workplace Policy
h. Disposition Policy
i. Equal Housing Opportunity Policy
j. Facilities Use Policy
k. Grievance Policy
l. Hazardous Materials Policy

m. Housekeeping Standards & Trash Policy
n. Internal Controls Policy
o. Investment Policy
p. Maintenance Policy
q. Minimum Tenant Rents
r. Minimum Rent Hardship Exemption
s. No-Trespass Policy
t. Personnel Policy
u. Pest Control Policy
v. Pet Policy
w. Procurement Policy
x. Tenant Charge Procedures
y. Lease Agreement
z. Signatory Authority
aa. Trash Recycling Procedure

(2) Section 8 Management: (list below)
a. Section 8 Administrative Plan

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 x 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)

x PHA main administrative office
☐ PHA development management offices

☐ Other (list below)

B. Section 8 Tenant-Based Assistance

1. ☐ Yes x 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)

x 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:

X The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) il029h05

-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. X 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:

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition ☐ Disposition ☐
3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application ☐
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 6. Coverage of action (select one) ☐ Part of the development

☐ Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly ☐ Occupancy by families with disabilities ☐ Occupancy by only elderly families and families with disabilities ☐
3. Application status (select one) Approved; included in the PHA's Designation Plan ☐ Submitted, pending approval ☐ Planned application ☐

4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) ☐ New Designation Plan ☐ Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) ☐ Part of the development ☐ 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 X No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

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

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? ☐ Assessment underway ☐ Assessment results submitted to HUD ☐ Assessment results approved by HUD (if marked, proceed to next question) ☐ Other (explain below)
3. ☐ Yes ☐ 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) ☐ Conversion Plan in development ☐ Conversion Plan submitted to HUD on: (DD/MM/YYYY) ☐ Conversion Plan approved by HUD on: (DD/MM/YYYY) ☐ 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) ☐ Units addressed in a pending or approved demolition application (date submitted or approved: ☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) ☐ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) ☐ Requirements no longer applicable: vacancy rates are less than 10 percent ☐ Requirements no longer applicable: site now has less than 300 units ☐ 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 X No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved

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

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: ☐ HOPE I ☐ 5(h) ☐ Turnkey III ☐ Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) ☐ Approved; included in the PHA's Homeownership Plan/Program ☐ Submitted, pending approval ☐ 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) ☐ Part of the development ☐ Total development

B. Section 8 Tenant Based Assistance

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

If yes, what was the date that agreement was signed? DD/MM/YY

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

☐ Client referrals
X 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
X Public housing admissions policies
X Section 8 admissions policies
☐ Preference in admission to section 8 for certain public housing families
X 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 X No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

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

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

b. ☐ Yes X 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)

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 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)

X High incidence of violent and/or drug-related crime in some or all of the PHA's developments
X High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
X Residents fearful for their safety and/or the safety of their children
X Observed lower-level crime, vandalism and/or graffiti
X 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).

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

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

B. Crime and Drug Prevention activities the PHA has undertaken or 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)

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

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

Parkside
Westview
Gilmore

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)

X Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
X 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)
X Police regularly testify in and otherwise support eviction cases
X Police regularly meet with the PHA management and residents
X 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)

Parkside
Westview
Gilmore

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2005 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 an Attachment. (Attachment Filename: ___)

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. X 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. X Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. X Yes ☐ No: Were there any findings as the result of that audit?
4. X Yes ☐ No: If there were any findings, do any remain unresolved? If yes, how many unresolved findings remain?____
5. X 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 X 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)

X Not applicable
☐ Private management
☐ Development-based accounting
☐ Comprehensive stock assessment
☐ Other: (list below)

3. ☐ Yes X 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. X 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)
X Attached at Attachment (File name)
☐ Provided below:

3. In what manner did the PHA address those comments? (select all that apply)
X 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 X 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 X No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)
☐ Any recipient of PHA assistance
☐ Any head of household receiving PHA assistance
☐ Any adult recipient of PHA assistance
☐ Any adult member of a resident or assisted family organization
☐ Other (list)

c. Eligible voters: (select all that apply)
☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
☐ Representatives of all PHA resident and assisted family organizations
☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)

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)

☐ 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.

PHA Plan
Table Library
(il029h05)
Component 7
Capital Fund Program Annual Statement
Parts I, II, and II

Annual Statement
Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number 501-05 FFY of Grant Approval: (04/2005)

X Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	180,000
2	1406 Operations	140,000
3	1408 Management Improvements	80,000
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	500,000
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	1498 Mod Used for Development	
19	1502 Contingency	
20	**Amount of Annual Grant (Sum of lines 2-19)**	900,000
21	Amount of line 20 Related to LBP Activities	200,000
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHA-WIDE	OPERATIONS	1406	180,000
PHA-WIDE	MANAGEMENT IMPROVEMENTS	1408	140,000
PHA-WIDE	ADMINISTRATION	1410	80,000
IL029-001	COMPREHENSIVE MODERNIZATION	1460	300,000
IL029-001	LEAD BASED PAINT	1460	200,000

Annual Statement
Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
PHA-WIDE	9/30/2006	9/30/2008
IL029-001	9/30/2006	9/30/2008

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

(il029i05)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	**Development Name (or indicate PHA wide)**	**Number Vacant Units**	**% Vacancies in Development**
IL029-001	**Parkside**		

Description of Needed Physical Improvements or Management Improvements	**Estimated Cost**	**Planned Start Date (HA Fiscal Year)**
Comprehensive Modernization (1 bldg)	**300,000**	**04/2007**
Comprehensive Modernization (1 bldg)	**300,000**	**04/2008**
Comprehensive Modernization (1 bldg)	**300,000**	**04/2009**
Total estimated cost over next 5 years	**900,000**	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

(il029i05)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	**Development Name (or indicate PHA wide)**	**Number Vacant Units**	**% Vacancies in Development**
IL029-001	**Douglas/Gilmore**		

Description of Needed Physical Improvements or Management Improvements	**Estimated Cost**	**Planned Start Date (HA Fiscal Year)**
Comprehensive Modernization (1 bldg-Gilmore)	**300,000**	**04/2007**
Comprehensive Modernization (1 bldg-Gilmore)	**300,000**	**04/2008**
Comprehensive Modernization (16 bldg-Douglas)	**450,000**	**04/2009**
Total estimated cost over next 5 years	**1,050,000**	

Attachment A

Implication of Public Housing Resident Community Service Requirements (il029a05)

COMMUNITY SERVICE REQUIREMENTS

This section refers to the obligation of each adult to perform community service or participate in an economic-self sufficiency program.

General Requirements: Each non-exempt adult of public housing must:

- Contribute 8 hours per month of community service; or
- Participate in an economic program for 8 hours per month; or
- A combination of activities described above.

Examples of activities and location where community service can be performed:

- Volunteer services in local schools, day care centers, hospitals, nursing homes, youth or senior organizations, recreation centers, etc.
- Self-improvement activities such as GED classes, computer training, or other educational activities.
- Resident council/associations special projects; assisting with on site programs such as: computer training, drug elimination projects, youth tutorial programs, etc.

Attachment B

Pet Policy in Family Developments (il029b05)

Pet Policy

All residents who are eligible to keep a pet in a housing owned and/or operated by the FHA **shall demonstrate that they have the physical and financial capability to care for the pet.**

1. A current license issued by Stephenson County is applicable;

2. Evidence that a pet has been spayed or neutered, as applicable; and

3. Evidence that the pet has received current rabies and distemper inoculations or boosters, as applicable;

4. Permitted pets are domesticated dogs, cats, birds and fish aquariums. The weight of the dog may not exceed **15 pounds** (adult size).

5. Also permitted are birds, hamsters, gerbils, guinea pigs (a limit of 2) and the number of fish which are appropriate for an aquarium not to exceed 20 gallons.

6. Dogs must be licensed yearly with Stephenson County Animal Control Department-Stephenson County Court House. Residents must show proof of annual rabies and distemper booster inoculations.

7. Vicious and/or intimidating dogs will not be allowed.

8. Dogs must be housebroken and cats must be litter trained.

9. Dogs and cats shall remain inside the resident's unit. No animal shall be permitted to be loose in community rooms, yards or other common areas of development.

10. When taken outside the unit, dogs and cats must be kept on a leash, controlled by an adult. (Leash to be not longer than 8 ft.)

11. Residents shall not permit their pet to disturb, interfere or diminish the peaceful enjoyment of other residents. The term "disturb, interfere and diminish" shall include but not be limited to barking, howling, biting, scratching, and other like activities.

12. Residents must provide litter boxes for cat waste, which must be kept in the dwelling unit. Residents shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary. Litter box must be cleaned and renewed at least twice a week.

13. Residents are solely responsible for cleaning up pet droppings if any, outside the unit and on facility grounds immediately. Droppings must be disposed of by being laced in a sack and then placed in a container outside the building.

14. Resident shall take adequate precautions and measures necessary to eliminate pet odors within or around the unit and shall maintain the unit in sanitary condition at all times.

15. If pets are left unattended for a period of twenty-four (24) hours or more, the FA may enter the dwelling unit, remove pet and transfer pet to the proper authorities, subject to the provisions of pertinent local ordinances. The FHA accepts no responsibility for the animal under such circumstances.

16. Residents shall not alter their unit, fenced or yard area in order to create an enclosure or any pet.

17. Residents are responsible for all the damages caused by their pets, including the cost of cleaning of floors and/or fumigation of units.

18. Residents are prohibited from feeding or harboring stray animals. The feeding of stray animals shall constitute having a pet without written permission of the FHA.

19. Residents must identify an alternate custodian for pets in the event of resident illness or other absence from dwelling unit. This identification of an alternate custodian must occur prior to the FHA issuing a pet registration permit and provide the FHA with a written statement that they understand and agree to take possession of said pet, if needed.

20. A nonrefundable fee of $125.00 is required to be paid to the FHA. A damage deposit of $100.00 is required to be paid to the FHA. The pet damage deposit will be held interest free as long as the tenant has a pet or until tenant vacates residence to be used to cover damage.

21. Pets will not be allowed to restrict or interfere with Housing Authority of the City of Freeport personnel entering the unit, making repairs, conducting inspections or completing other tasks as needed.

22. $125.00 Nonrefundable Pet Fee. $100.00 Pet Damage Deposit.

Attachment C

Statement of Progress in Meeting 5-Year Plan and Goals (il029c05)

The Freeport Housing Authority is now beginning to make progress toward meeting its Five-Year Goals.

- A capable and effective team of employees has been put in place.
- In partnership with the Freeport Police Department, crime is being reduced in out developments.
- FHA has implemented aggressive screening procedures.
- FHA has received additional vouchers for its tenant-based program.

Attachment D

Resident Membership of PHA Governing Board (il029d05)

Beth Bell
601 N. Walnut
Apt. 1207
Freeport, IL 61032

Attachment E

Membership of the Resident Advisory Board (il029e05)

Mary Ware

Debra Kerr

Beryl Kahly

Louis Elwood

Julie Pontnack

Attachment F

Comments of the Resident Advisory Board (il029f05)

Resident Advisory Board agreed with the PHA Agency Plan.

The Board did emphasize that the Budget ought to feature prevention rather than security.

il024k05

Operating Budget

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

OMB Approval No. 2577-0029 (exp. 10/31/07)

Public reporting burden for this collection of information is estimated to average 115 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Office of Information Policies and Systems, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600 and to the Office of Management and Budget, Paperwork Reduction Project (2577-0029), Washington, D.C. 20503. Do not send this completed form to either of the above addresses.

a. Type of Submission: [X] Original [ ] Revision No. ____
b. Fiscal Year Ending: 03/31/2005
c. No. of months (if revised): 12 [X] Other (specify)
d. Type of HUD assisted project(s):
01 PHA/IHA Owned Rental Housing [X]
02 HA Owned Mutual Help Homeownership
03 PHA/IHA Leased Rental Housing
04 PHA/IHA Owned Turnkey III Homeownership
05 PHA/IHA Leased Homeownership

e. Name of Public Housing Agency (PHA/IHA): Freeport Housing Authority

f. Address (city, state, zip code): 1052 W. Galena Ave. Freeport, IL 61032

g. ACC Number: C-1012
h. PAS/LOCCS Project No.:
i. HUD Field Office: Chicago

j. No. of Dwelling Units: 446
k. No. of Unit Months Available: 5,352
m. No. of Projects: 7

Actuals: Prior Fiscal Yr. [X] or Actual [ ]
200 Current Budget
PJM Yr. 2005

Line No.	Acct. No.	Description (1)	PJM Yr. PBM (2)	2005 (3)	Requested Budget Estimates: PHA/IHA Estimates PJM (4)	PHA/IHA Estimates Amount (to nearest $10) (5)	HUD Modifications PJM (6)	HUD Modifications Amount (to nearest $10) (7)
		Homebuyers Monthly Payments for:						
010	7710	Operating Expense						
020	7712	Earned Home Payments						
030	7714	Nonroutine Maintenance Reserve						
040	Total	Break-Even Amount (sum of lines 010, 020, and 030)						
050	7716	Excess (or deficit) in Break-Even						
060	7790	Homebuyers Monthly Payments - Contra						
		Operating Receipts:						
070	3110	Dwelling Rental	.00	.00	90.61	486,000		
080	3120	Excess Utilities	.00	.00	.00	0		
090	3190	Nondwelling Rental	.00	.00	.00	0		
100	Total	Rental Income (sum of lines 070, 080, and 090)	.00	.00	90.61	486,000		
110	3610	Interest on General Fund Investments	.00	.00	.02	1,000		
120	3690	Other Income	.00	.00	39.49	214,000		
130	Total	Operating Income (sum of lines 100, 110, and 120)	.00	.00	130.12	697,000		
		Operating Expenditures - Administration:						
140	4110	Administrative Salaries	.00	.00	46.04	247,400		
150	4130	Legal Expense	.00	.00	3.74	20,000		
160	4140	Staff Training	.00	.00	2.00	10,000		
170	4150	Travel	.00	.00	1.31	7,000		
180	4170	Accounting Fees	.00	.00	.00	0		
190	4171	Auditing Fees	.00	.00	.64	3,400		
200	4190	Other Administrative Expenses	.00	.00	18.68	100,000		
210	Total	Administrative Expense (sum of lines 140 thru line 200)	.00	.00	72.21	387,800		
		Tenant Services:						
220	4210	Salaries	.00	.00	.00	0		
230	4220	Recreation, Publications and Other Services	.00	.00	1.87	10,000		
240	4230	Contract Costs, Training and Other	.00	.00	.56	3,000		
250	Total	Tenant Services Expense (sum of lines 220, 230, and 240)	.00	.00	2.43	13,000		
		Utilities:						
260	4310	Water	.00	.00	14.76	79,000		
270	4320	Electricity	.00	.00	19.81	106,000		
280	4330	Gas	.00	.00	11.21	60,000		
290	4340	Fuel	.00	.00	.00	0		
300	4350	Labor	.00	.00	.00	0		
310	4390	Other Utilities Expense	.00	.00	.00	0		
320	Total	Utilities Expense (sum of line 260 thru line 310)	.00	.00	45.78	245,000		

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Page 1 of 3
Form HUD-52564 (9/91)
Ref. Handbook 7475.1

form **HUD 50075** (03/2003)

Table Library

Name of PHA/IHA: Freeport Housing Authority

Fiscal Year Ending: 03/31/2005

Actual / Est. Fiscal Yr. / Budget Year: 2004 / 2005

Line No.	Acct. No.	Description (1)	2004 Prior Yr. P.U. (2)	2005 (3)	Requested Budget Estimates: PHA/IHA Estimates P.U. (4)	PHA/IHA Estimates Amount (Round to $10) (5)	HUD Modifications P.U. (6)	HUD Modifications Amount (Round to $10) (7)
		Ordinary Maintenance and Operation:						
330	4410	Labor	.00	.00	53.71	24,000		
340	4420	Materials	.00	.00	2.68	100,000		
350	4430	Contract Costs	.00	.00	57.70	170,000		
360	Total	Ordinary Maintenance & Operation Expense (line 330 to 350)	.00	.00	114.10	631,000		
		Protective Services:						
370	4460	Labor	.00	.00	.00	0		
380	4470	Materials	.00	.00	.00	0		
390	4480	Contract Costs	.00	.00	.00	0		
400	Total	Protective Services Expense (sum of lines 370 to 390)	.00	.00	.00	0		
		General Expense:						
410	4510	Insurance	.00	.00	15.52	90,000		
420	4520	Payments in Lieu of Taxes	.00	.00	4.47	25,000		
430	4530	Terminal Leave Payments	.00	.00	.93	5,000		
440	4540	Employee Benefit Contributions	.00	.00	49.58	280,000		
450	4570	Collection Losses	.00	.00	5.11	30,000		
460	4590	Other General Expense	.00	.00	.00	0		
470	Total	General Expense (sum of lines 410 to 460)	.00	.00	76.61	430,000		
480	Total	Routine Expense (sum of lines 270, 290, 320, 360, 400, and 470)	.00	.00	312.38	1,470,000		
		Rent for Leased Dwellings:						
490	4710	Rents to Owners of Leased Dwellings	.00	.00	.00	0		
500	Total	Operating Expense (sum of lines 480 and 490)	.00	.00	312.38	1,470,000		
		Nonroutine Expenditures:						
510	7510	Extraordinary Maintenance	.00	.00	.00	0		
520	7520	Replacement of Nonexpendable Equipment	.00	.00	.00	0		
530	7540	Property Betterments and Additions	.00	.00	.00	0		
540	Total	Nonroutine Expenditures (sum of lines 510, 520, and 530)	.00	.00	.00	0		
550	Total	Operating Expenditures (sum of lines 500 and 540)	.00	.00	312.38	1,470,000		
		Prior Year Adjustments:						
560	8010	Prior Year Adjustments Affecting Residual Receipts	.00	.00	.00	0		
		Other Expenditures:						
570		Deficiency in Residual Receipts at End of Preceding Fiscal Yr.	.00	.00	.00	0		
580	Total	Operating Expenditures, including prior year adjustments and other expenditures (line 550 plus or minus line 560 plus line 570)	.00	.00	312.38	1,470,000		
590		Residual Receipts (or Deficit) before HUD Contributions and provision for operating reserve (line 180 minus line 580)	.00	.00	1,181.95	1,033,000		
		HUD Contributions:						
600	8010	Basic Annual Contribution Earned - Leased Projects: Current Year	.00	.00	.00	0		
610	8011	Prior Year Adjustments - (Debit) Credit	.00	.00	.00	0		
620	Total	Basic Annual Contribution (line 600 plus or minus line 610)	.00	.00	.00	0		
630	8020	Contributions Earned - Op. Sub. - Cur. Yr. (to be accrued)	.00	.00	190.53	1,019,700		
640		Mandatory PFS Adjustments (net):	.00	.00	.00	0		
650		Other (specify):	.00	.00	.00	0		
660		Other (specify):	.00	.00	.00	0		
670		Total Year-end Adjustments/Other (plus or minus lines 640 thru 660)	.00	.00	.00	0		
680	8020	Total Operating Subsidy-current year (line 630 plus or minus line 670)	.00	.00	190.53	1,019,700		
690	Total	HUD Contributions (sum of lines 620 and 680)	.00	.00	190.53	1,019,700		
700		Residual Receipts (or Deficit) (sum of line 590 plus line 690). Enter here and on line 810	.00	.00	1.58	15,000		

Previous editions are obsolete

Page 2 of 3

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form **HUD 50075** (03/2003)

Table Library

Operating Budget
Schedule of All Positions and Salaries

Position Title	Grade	Salary Rate	Hours	Management	Maintenance	Development	Other Programs	Other Programs	Leasing	Name of Incumbent
ADMINISTRATION:										
EXECUTIVE DIRECTOR	A-EX	[illegible]	12	[illegible]	[illegible]	[illegible]				[illegible]
ASSISTANT EXECUTIVE DIRECTOR	A-EX	[illegible]	12	[illegible]	[illegible]					[illegible]
BUSINESS MANAGER	A-EX	[illegible]	12	[illegible]	[illegible]	[illegible]	[illegible]			[illegible]
ADMINISTRATIVE ASSISTANT	A-EX	[illegible]	12	[illegible]	[illegible]					[illegible]
HOUSING SITE MANAGER	A-EX	[illegible]	12	[illegible]	[illegible]					[illegible]
HOUSING SITE MANAGER	A-EX	[illegible]	12	[illegible]	[illegible]					[illegible]
HOUSING SITE MANAGER	A-EX	[illegible]	12	[illegible]	[illegible]					[illegible]
ACCOUNTANT SPECIALIST	A-EX	[illegible]	12	[illegible]	[illegible]					[illegible]
SECRETARY R [illegible]	A-EX	[illegible]	12	[illegible]			[illegible]			[illegible]
ADMINISTRATIVE COUNSEL	A-EX	[illegible]	12	[illegible]	[illegible]					[illegible]
TOTAL R				[illegible]	[illegible]	[illegible]	[illegible]			
CONST SERVICES:										
RESIDENT SAFE SUPERVISOR	N-T	[illegible]	12	[illegible]		[illegible]				[illegible]
RESIDENT SVCS SUPERVISOR	N-T	[illegible]	12	[illegible]		[illegible]				[illegible]
RESIDENT ACTIVITY [illegible]	N-T	[illegible]	12	[illegible]		[illegible]				[illegible]
RESIDENT ACTIVITY [illegible]	N-T	[illegible]	12	[illegible]		[illegible]				[illegible]
TOTAL				[illegible]		[illegible]				
MAINTENANCE:										
[illegible]	N	[illegible]	12	[illegible]	[illegible]	[illegible]				[illegible]
[illegible]	N	[illegible]	12	[illegible]	[illegible]		[illegible]			[illegible]

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Table Library

Operating Budget
Schedule of All Positions and Salaries

Housing Authority

MAINTENANCE COORDINATOR	K										
MAINTENANCE WORKERS	K										
MAINTENANCE COORDINATOR	K										
MAINTENANCE GENERAL MAINTENANCE	K										
GENERAL MAINTENANCE	K										
GENERAL MAINTENANCE	K										
GROUNDS/JANITORIAL	K										
MAINTENANCE WORKER	K										
PACHCHA OF GRANT PROGRAMS	K										
ADMINISTRATIVE AIDE	K										
MAINTENANCE TECHNICIAN	K										

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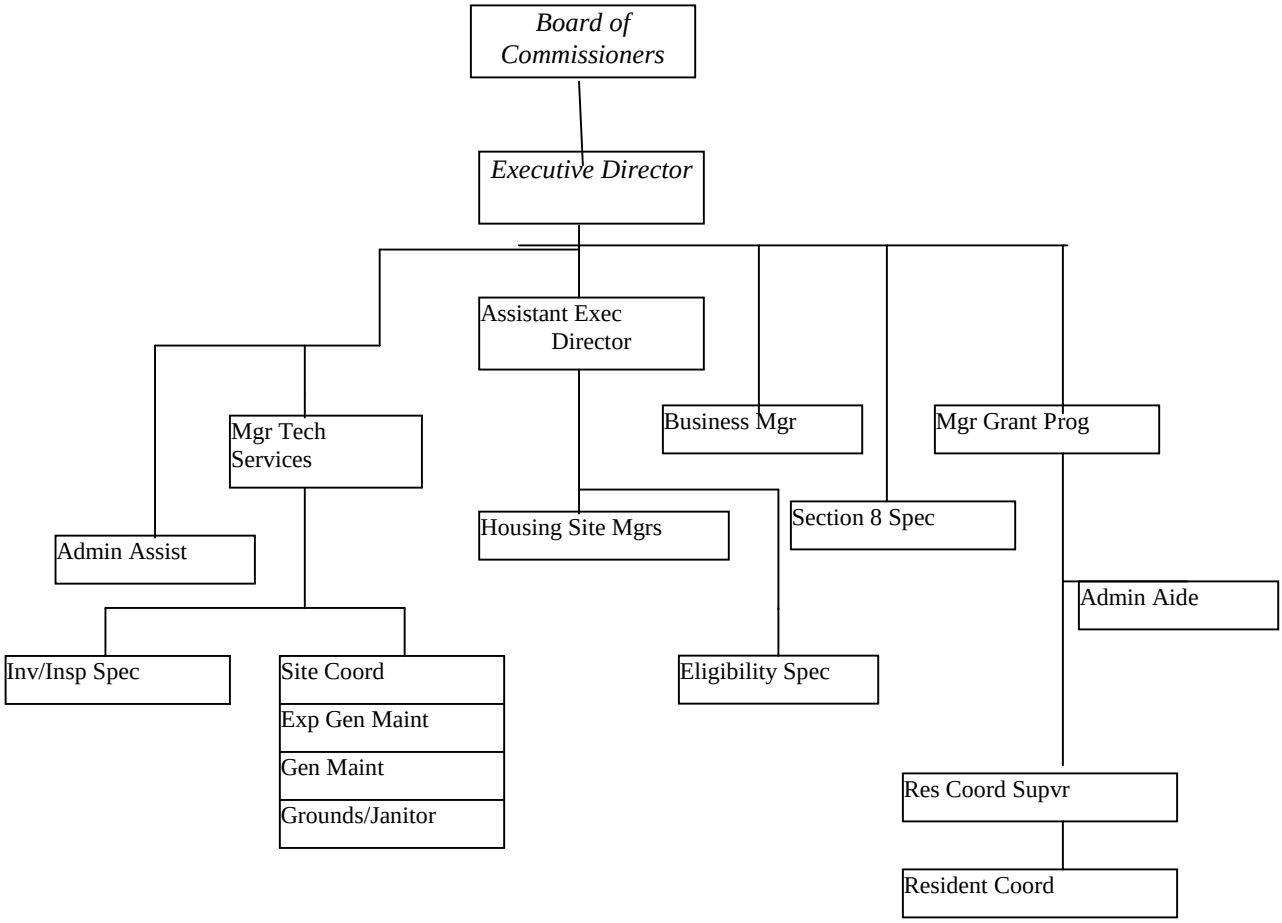
Table Library

(il029g05)

HOUSING AUTHORITY OF THE CITY OF FREEPORT

ORGANIZATION CHART



Annual Statement / Performance and Evaluation Report
Comprehensive Grant Program (CGP) **Part I: Summary**

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

OMB Approval No. 2577-0157
(exp. 06/30/2005)

HA Name
FREEPORT HOUSING AUTHORITY

Comprehensive Grant Number: IL06P029501-05
FFY of Grant Approval: 2005

[X] Original Annual Statement
[ ] Reserve for Disasters/Emergencies
[ ] Revised Annual Statement/Revision Number _____
[ ] Performance and Evaluation Report for Program Year Ending _____
[ ] Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost: Original	Total Estimated Cost: Revised [1]	Total Actual Cost [2]: Obligated	Total Actual Cost [2]: Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 10% of line 20)	$89,288			
3	1408 Management Improvements	$148,727			
4	1410 Administration	$38,688			
5	1411 Audit	$5,500			
6	1415 Liquidated Damages	-			
7	1430 Fees and Costs	$39,750			
8	1440 Site Acquisition	-			
9	1450 Site Improvement	$66,500			
10	1460 Dwelling Structures	$397,000			
11	1465.1 Dwelling Equipment—Non-expendable	$5,000			
12	1470 Non-dwelling Structures	$6,000			
13	1475 Non-dwelling Equipment	$5,000			
14	1485 Demolition	-			
15	1490 Replacement Reserve	-			
16	1492 Moving to Work Demonstration	-			
17	1495.1 Relocation Costs	$20,000			
18	1498 Mod Used for Development	-			
19	1502 Contingency (may not exceed 8% of line 20)	$71,430			
20	**Amount of Annual Grant (Sum of lines 2-19)**	$892,883			
21	Amount of line 20 Related to LBP Activities	$125,250			
22	Amount of line 20 Related to Section 504 Compliance	-			
23	Amount of line 20 Related to Security	$84,727			
24	Amount of line 20 Related to Energy Conservation Measures	$62,500			

Signature of Executive Director: [signature] Date: 12/21/05

Signature of Public Housing Director: Date:

[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[2] To be completed for the Performance and Evaluation Report.

Previous edition is obsolete

form HUD-52837 (9/98)
ref Handbook 7485.3

Annual Statement / Performance and Evaluation Report
Comprehensive Grant Program (CGP) **Part I: Summary**

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

OMB Approval No. 2577-0157
(exp. 06/30/2005)

HA Name
FREEPORT HOUSING AUTHORITY

Comprehensive Grant Number	FFY of Grant Approval
IL06P029501-06	2006

[X] Original Annual Statement [ ] Reserve for Disasters/Emergencies [ ] Revised Annual Statement/Revision Number _____
[ ] Performance and Evaluation Report for Program Year Ending _____ [ ] Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost Original	Total Estimated Cost Revised [1]	Total Actual Cost [2] Obligated	Total Actual Cost [2] Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 10% of line 20)	$89,288			
3	1408 Management Improvements	$102,573			
4	1410 Administration	$40,688			
5	1411 Audit	$6,050			
6	1415 Liquidated Damages	-			
7	1430 Fees and Costs	$37,800			
8	1440 Site Acquisition	-			
9	1450 Site Improvement	$94,854			
10	1460 Dwelling Structures	$378,000			
11	1465.1 Dwelling Equipment—Non-expendable	$7,200			
12	1470 Non-dwelling Structures	$40,000			
13	1475 Non-dwelling Equipment	$5,000			
14	1485 Demolition	-			
15	1490 Replacement Reserve	-			
16	1492 Moving to Work Demonstration	-			
17	1495.1 Relocation Costs	$20,000			
18	1498 Mod Used for Development	-			
19	1502 Contingency (may not exceed 8% of line 20)	$71,430			
20	**Amount of Annual Grant (Sum of lines 2-19)**	$892,883			
21	Amount of line 20 Related to LBP Activities	$220,800			
22	Amount of line 20 Related to Section 504 Compliance	-			
23	Amount of line 20 Related to Security	$48,693			
24	Amount of line 20 Related to Energy Conservation Measures	$228,000			

Signature of Executive Director [signature] Date 12/27/05

Signature of Public Housing Director Date

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[2] To be completed for the Performance and Evaluation Report.

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Annual Statement / Performance and Evaluation Report
Comprehensive Grant Program (CGP) **Part II: Supporting Pages**

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

2007

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work [2]
				Original	Revised [1]	Funds Obligated [2]	Funds Expended [2]	
#24 Energy	#10 New Siding w Insulation Board			$150,000				

Signature of Executive Director: [signature] Date: 12/21/05

Signature of Public Housing Director: Date:

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Annual Statement / Performance and Evaluation Report
Comprehensive Grant Program (CGP) **Part II: Supporting Pages**

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

2008

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work [2]
				Original	Revised [1]	Funds Obligated [2]	Funds Expended [2]	
	Replace 64 Furnaces & Chimneys 29-2			$200,000				
#11 1465.1	Replace 65 Stoves & Refrigs 29-1 LV			$60,000				
#12 1470	Replace Carpets, Monroe Center							
	Willow Community Center			$2,000				
	Repaint all Community Centers			$6,000				
#13 1475	Modernization Tools			$5,000				
#19 1502	Contingency			$71,430				
#20	Total Grant Amount			$892,883				
#23 Sec	#3 Security / Cameras			$87,968				
#24 Energy	#10 Siding w Insulation Board			$150,000				

Signature of Executive Director: [signature] Date: 12/21/05

Signature of Public Housing Director: Date:

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ref Handbook 7485.3

Annual Statement / Performance and Evaluation Report
Comprehensive Grant Program (CGP) **Part II: Supporting Pages**

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

2009

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work [2]
				Original	Revised [1]	Funds Obligated [2]	Funds Expended [2]	
#24 Energy	#10 Siding with Insulation Board			$150,000				

Signature of Executive Director	Date	Signature of Public Housing Director	Date
[signature]	12/31/05		

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[2] To be completed for the Performance and Evaluation Report.

Previous edition is obsolete

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