

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

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# PHA Plans

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

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

**PHA Plan  
Agency Identification**

**PHA Name:** Marion County Housing Authority

**PHA Number:** IL057

**PHA Fiscal Year Beginning: (mm/yyyy)** 01/2005

**Public Access to Information**

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

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

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

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

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

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

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

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

**A. Mission**

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

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

**Since it's inception in 1946, the Marion County Housing Authority has uninterruptedly served Marion County and it's contiguous counties in providing decent, safe and affordable housing to the low income families of the area. Marion County Housing Authority does not provide housing thru Entitlement Programs. The residents must meet certain standards and pay rent to the Housing Authority. The Housing Authority functions as a Business in the rental concept of affordable housing.**

**From the original single family homes constructed for returning veterans of World War II to construction of a total of sixteen Public Housing projects consisting of duplexes and complexes to participation in the Housing Voucher and Housing Choice Voucher Programs which utilize privately owned housing stock in the community, the Marion County Housing Authority has stayed abreast of the hosing needs of the citizens.**

**Construction of the first Public Housing project was accomplished during the racial unrest of the early sixties. Upon completion, it was the first in the area to offer decent housing regardless of race, color, religion or national origin. The aging of the population was addressed in the mid sixties with construction of housing for the elderly and disabled. All segments of the population have been heard and their needs met.**

**The Mission of the Marion County Housing Authority always has been and always will be to continue to serve the elderly, disabled, low income and very low income families of Marion County by providing decent, safe and affordable housing.**

**In the new millennium, the Mission shall be met and expanded.**

## **B. Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
  - Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other (list below)
  
- PHA Goal: Improve the quality of assisted housing  
Objectives:
  - Improve public housing management: (PHAS score)
  - Improve voucher management: (SEMAP score)
  - Increase customer satisfaction:
  - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
  - Renovate or modernize public housing units:
  - Demolish or dispose of obsolete public housing:
  - Provide replacement public housing:
  - Provide replacement vouchers:
  - Other: (list below)
  
- PHA Goal: Increase assisted housing choices  
Objectives:
  - Provide voucher mobility counseling:
  - Conduct outreach efforts to potential voucher landlords
  - Increase voucher payment standards
  - Implement voucher homeownership program:
  - Implement public housing or other homeownership programs:
  - Implement public housing site-based waiting lists:
  - Convert public housing to vouchers:
  - Other: (list below)

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

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

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
- Objectives:
  - Increase the number and percentage of employed persons in assisted families:
  - Provide or attract supportive services to improve assistance recipients' employability:
  - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
  - Other: (list below)

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

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

**Other PHA Goals 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**

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

The Annual Plan, which is attached hereto, was developed by the Marion County Housing Authority, hereinafter referred to as the HA in this document and accompanying Plan, in accordance with the Rules and Regulations promulgated by the Department of Housing and Urban Development (HUD).

The goals and objectives of the HA are contained in the Five-Year Plan and the Admissions and Continued Occupancy Plan/Section 8 Administrative Plan. These were written to comply with the HUD guidelines, rules, regulations and Federal Law. The basic goals and objectives are:

1. to increase the availability of decent, safe and affordable housing in Marion County, Illinois, and its contiguous communities;
2. to insure equal opportunity in housing for all Americans;
3. to promote self-sufficiency and asset development of families and individuals; and
4. to take steps to help improve community quality of life and economy vitality.

The HA does not plan to have any deviations from the Five-Year Plan.

This Plan was written after consultation with necessary parties and entities as provided in the guidelines issued by HUD. All necessary accompanying documents are attached to the document or are available upon request.

Attested to by:

Evan L. Deadmond, Executive Director

Date: September 4, 2004

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

#### **Table of Contents**

Page #

#### **Annual Plan**

- i. Executive Summary
- ii. Table of Contents
  1. Housing Needs
  2. Financial Resources
  3. Policies on Eligibility, Selection and Admissions
  4. Rent Determination Policies
  5. Operations and Management Policies
  6. Grievance Procedures
  7. Capital Improvement Needs
  8. Demolition and Disposition
  9. Designation of Housing
  10. Conversions of Public Housing
  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:

- Attachment A: Admissions Policy for Deconcentration (il057a01)
- Attachment B: FY 2001-2005 Capital Fund Program Annual Statement (il057b01)
- N/A Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

#### Optional Attachments:

- Attachment C: FY 2006-2009 Capital Fund Program 5 Year Action Plan (il057c01)
- Attachment D: PHA Management Organizational Chart (il057d01)
- N/A Public Housing Drug Elimination Program (PHDEP) Plan
- N/A Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)

- Other (List below, providing each attachment name)  
 Attachment E: Pest and Roach Eradication Plan (il057e01)  
 Attachment F: Annual Plan Progress Report (il057f01)  
 Attachment G: Resident Member on the PHA Governing Board (il057g01)  
 Attachment H: Resident Advisory Board Membership (il057h01)  
 Attachment I: Customer Satisfaction Survey Follow-Up Plan FY 2003(il057i01)  
 Attachment J: Project Based Vouchers (il057j01)  
 Attachment K: Criteria for Substantial Deviations & Significant Amendments (il057k01)  
 Attachment L: Pet Policy (il057l01)

**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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
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
	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99	Annual Plan: Eligibility, Selection, and Admissions Policies

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	<i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	
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
	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	
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8	Annual Plan: Homeownership

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	Administrative Plan	
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	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
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

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

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

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Afford-ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Access-ibility</b>	<b>Size</b>	<b>Loca-tion</b>
Income <= 30% of AMI	1057	5	2	4	4	3	4
Income >30% but <=50% of AMI	1611	5	2	2	3	2	3
Income >50% but <80% of AMI	809	5	1	2	1	2	1
Elderly	855	5	3	3	4	1	3
Families with Disabilities	361	5	3	3	4	1	3

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Race/Ethnicity	233	4	3	2	1	3	5
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

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

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

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input checked="" type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	493		
Extremely low income <=30% AMI	415	85.0%	
Very low income (>30% but <=50% AMI)	71	15.0%	
Low income (>50% but <80% AMI)	7	2.0%	
Families with children	317	65.0%	
Elderly families	123	25.0%	
Families with Disabilities	69	14.0%	
Race/ethnicity	67	14.0%	
Race/ethnicity			
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	100	21%	
2 BR	76	16%	
3 BR	17	04%	
4 BR	8	02%	

Housing Needs of Families on the Waiting List			
5 BR	0	00%	
5+ BR	0	00%	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

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

#### (1) Strategies

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

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select if applicable

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

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

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

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

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	\$963,340	Operating
b) Public Housing Capital Fund	842,850	Modernization
c) HOPE VI Revitalization	-0-	
d) HOPE VI Demolition	-0-	
e) Annual Contributions for Section 8 Tenant-Based Assistance	1,188,159	Section 8 operations
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	-0-	
g) Resident Opportunity and Self-Sufficiency Grants	-0-	
h) Community Development Block Grant	-0-	
i) HOME	-0-	
Other Federal Grants (list below)	-0-	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>		
	531,970	operating

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>4. Other income</b> (list below)		
Miscellaneous	33,400	Operating
<b>Interest</b>	24,500	Operating
<b>4. Non-federal sources</b> (list below)		
<b>Total resources</b>	3,584,219	

### **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: (30 days)
- Other: (describe)

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

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

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

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

**(2)Waiting List Organization**

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

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

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

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

c. N/A 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**

**NOT APPLICABLE #1-4**

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

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

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

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

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

**(3) Assignment**

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

- One
- Two

Three or More

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

Emergencies

Overhoused

Underhoused

Medical justification

Administrative reasons determined by the PHA (e.g., to permit modernization work)

Resident choice: (state circumstances below)

Other: (list below)

c. Preferences

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

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

Former Federal preferences:

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

Victims of domestic violence

Substandard housing

Homelessness

High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

Working families and those unable to work because of age or disability

Veterans and veterans' families

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

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

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

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

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

**(6) Deconcentration and Income Mixing**

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

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

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

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

NA  Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:

NA  Employing new admission preferences at targeted developments  
If selected, list targeted developments below:

NA  Other (list policies and developments targeted below)

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

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

NA  Additional affirmative marketing

NA  Actions to improve the marketability of certain developments

NA  Adoption or adjustment of ceiling rents for certain developments

NA  Adoption of rent incentives to encourage deconcentration of poverty and income-mixing

Other (list below)

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

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

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

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

## B. Section 8

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

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

### (1) Eligibility

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

Criminal or drug-related activity only to the extent required by law or regulation

Criminal and drug-related activity, more extensively than required by law or regulation

More general screening than criminal and drug-related activity (list factors below)

Other (list below)

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

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

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

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

- Criminal or drug-related activity  
 Other (describe below)  
Previous rental history.

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

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

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

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

- PHA main administrative office  
 Other (list below)

### **(3) Search Time**

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

If yes, state circumstances below:

Lack of suitable housing, reasonable accommodations, and/or bringing unit up to standards.

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

a. Income targeting

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

b. Preferences

1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

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

Other preferences (select all that apply)

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

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

1 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

**(5) Special Purpose Section 8 Assistance Programs**

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

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

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

- Through published notices
- Other (list below)

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

[24 CFR Part 903.7 9 (d)]

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

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

##### **(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

NA

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

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

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

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

For specified general occupancy developments

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

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

Other (list below)

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) 25%
- Other (list below)

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

**(2) Flat Rents**

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

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

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

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

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

NA 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)

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

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

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

- Annually
- Other (list below)

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

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

**(2) Minimum Rent**

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

- \$0

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

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

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

**NOT APPLICABLE** FOR HIGH PERFORMERS

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

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

### **B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	445 units	85
Section 8 Vouchers	277 units	75
Section 8 Certificates	NA	NA
Section 8 Mod Rehab	NA	NA
Special Purpose Section 8 Certificates/Vouchers (list individually)	NA	NA
Public Housing Drug Elimination Program (PHDEP)	NA	NA
Other Federal Programs(list individually)	NA	NA

### **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)

- Admission and Continued Occupancy Policy
- Grievance Policy
- Procurement Policy
- Capitalization Policy
- Public Records Inspection Policy
- Vehicle Operation and Risk Management Policy

(2) Section 8 Management: (list below)

- Administration Policy

### **6. NA 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.

#### **NOT APPLICABLE (High performing)**

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

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

If yes, list additions to federal requirements below:

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

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

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

1.  Yes  No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing

procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

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

- PHA main administrative office  
 Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

### **A. Capital Fund Activities**

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

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

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

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) **Attachment il057b01**

-or-

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

#### **(2) Optional 5-Year Action Plan**

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) **Attachment il057c01**

-or-

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

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

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

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

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

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

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

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

If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

### 2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

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

**10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

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

<input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)
--

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

**Not applicable**

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

**Not applicable**

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description

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

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	
<input type="checkbox"/>	HOPE I
<input type="checkbox"/>	5(h)
<input type="checkbox"/>	Turnkey III
<input type="checkbox"/>	Section 32 of the USHA of 1937 (effective 10/1/99)

<p>3. Application status: (select one)</p> <p><input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program</p> <p><input type="checkbox"/> Submitted, pending approval</p> <p><input type="checkbox"/> Planned application</p>
<p>4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)</p>
<p>5. Number of units affected:</p> <p>6. Coverage of action: (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input type="checkbox"/> Total development</p>

**B. Section 8 Tenant Based Assistance**

**Not applicable (High Performer)**

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

Yes  No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?  
If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (1)]

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

### **Not applicable (High Performer)**

#### **A. PHA Coordination with the Welfare (TANF) Agency**

##### 1. Cooperative agreements:

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

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

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

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

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

##### **(1) General**

###### a. Self-Sufficiency Policies

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

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



### C. Welfare Benefit Reductions

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

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

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

### **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

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

#### **Not applicable (High Performer)**

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

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

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

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

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

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

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

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

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

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

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

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services

Other activities (list below)

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

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

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

Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

Yes  No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?

Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**Inserted as Attachment L (il057l01)**

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)

2.  Yes  No: Was the most recent fiscal audit submitted to HUD?

3.  Yes  No: Were there any findings as the result of that audit?

4.  Yes  No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_

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

**17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

**Not applicable (high performer)**

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

**18. Other Information**

[24 CFR Part 903.7 9 (r)]

**A. Resident Advisory Board Recommendations**

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

**Not applicable**

3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.
  - The PHA changed portions of the PHA Plan in response to comments  
List changes below:
  - Other: (list below)

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

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

**C. Statement of Consistency with the Consolidated Plan**

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

1. Consolidated Plan jurisdiction: (State of Illinois)

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

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

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

## 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      FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	
21	Amount of line 20 Related to LBP Activities	
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

**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)

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

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	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>Total estimated cost over next 5 years</b>				



**Attachment A (il057a01)**

**DECONCENTRATION POLICY**

**PUBLIC HOUSING**

In an ongoing effort for The Housing Authority to meet or exceed the laws and regulations regarding its public housing programs, the following Deconcentration Policy has been developed in order to comply with the Housing Quality and Work Responsibility Act of 1998, Section 513.

**INCOME MIX TARGETING**

To meet the requirements of the Act, and subsequent HUD regulations, at least forty percent (40%) of families admitted to public housing by the Housing Authority must have incomes that do not exceed thirty percent (30%) of the area median. If forty percent (40%) or more of the housing authority units are occupied by families whose incomes do not exceed thirty percent (30%) of the area median income, this requirement shall be considered as being met and efforts will be concentrated on maintaining this mix.

Additionally, to meet this goal, the housing authority may use the provisions of fungibility to the extent that the housing authority has provided more than seventy-five percent of newly available vouchers and certificates in its Section 8 program, including those resulting from turnover, to very poor families. The number of fungible housing credits used to drop the annual requirement for housing very poor families below forty percent (40%) of the newly available units in public housing is limited to the lowest of the following:

1. The number of units equivalent to ten (10) percent of the number of newly available vouchers and certificates in that fiscal year; or,
2. The number of public housing units that (i) are in public housing projects located in census tracts having a poverty rate of 30% or more, and (ii) are made available for occupancy by, and actually occupied in that year by, families other than very poor families, or
3. The number of units that cause the housing authority's overall requirement for housing very poor families to drop to 30% of its newly available units.

## **DECONCENTRATION POLICY**

### **PAGE 2**

### **PROHIBITION OF CONCENTRATION OF LOW-INCOME FAMILIES**

The housing authority may not, in meeting this income mix targeting, concentrate very low-income families, or other families with relatively low incomes, in public housing units in certain projects or certain buildings, i.e. high-rise, within projects. The Housing Authority must review the income and occupancy characteristics of the housing projects and the buildings, i.e. high-rise, of each project to ensure that a low-income concentration does not occur.

### **DECONCENTRATION**

The Housing Authority shall make every effort to deconcentrate families of certain income characteristics within the PHA complexes. To achieve this, the Housing Authority may offer incentives for eligible families having higher incomes to occupy dwelling units in projects predominantly occupied by eligible families having lower incomes, and provide for occupancy of eligible families having lower incomes in project predominantly occupied by eligible families having higher incomes.

Incentives by the Housing Authority allow for the eligible family to have the sole discretion in determining whether to accept the incentive and the agency may not take any adverse action toward any eligible family for choosing not to accept these incentives.

The skipping of a family on the waiting list to reach another family to implement this Deconcentration Policy shall not be considered an adverse action. As such, the Housing Authority will continue to accept applications and place the individuals on a waiting list. Selection will be made based on a combination of the local preferences and an income target mix. Any eligible family who qualifies as a higher income family may accept a dwelling unit assignment and be placed randomly into a vacant housing unit.

The Housing Authority will track the income mix within each project and building, i.e. high-rise, as an effort to avoid a concentration of higher or lower income families in any one high rise building (i.e. building of three (3) or more stories) or development.

# **DECONCENTRATION POLICY**

**PAGE 3**

## **SECTION 8 TENANT-BASED ASSISTANCE**

### **INCOME MIX TARGETING**

In each fiscal year, not less than seventy-five percent (75%) of the new admissions must have incomes at or below thirty percent (30%) of the area median income.

At least forty percent (40%) of new admissions to a specific project must have incomes at or below thirty percent (30%) of the area median income. Other admissions to a specific project must be at or below eight percent (80%) of the area median, with allowances for any HUD-instituted modifications.

## DECONCENTRATION POLICY

**PAGE 4**

### **NARRATIVE**

Per the HUD Fiscal Year 2003 Income Limits and Fair Market Rent data the Median Income for Marion County, Illinois, is \$44,700. Thirty percent (30%) of median income is \$13,410.

Thirty percent (30%) of Median per number in household is as follows:

<b>Person(s)</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
30% median	\$10,250	\$11,700	\$13,200	\$14,650	\$15,800	\$17,000
Very-low Income	\$17,100	\$19,500	\$21,950	\$24,400	\$26,350	\$28,300
Low Income	\$27,350	\$31,250	\$35,150	\$39,050	\$42,150	\$45,300

Marion County Housing Authority has 445 units available. Per QHWA the forty percent (40%) of leased units that must be housed with families within the thirty percent (30%) of median income is One Hundred Seventy-eight (178) tenants.

The most recent available percentages of leased units indicate that 314 or seventy-one percent (71%) of the families have incomes under \$13,410; this surpassing QHWRA requirements standards by 31%.

## DECONCENTRATION POLICY

### NARRATIVE CONTINUED

#### PAGE 5

The percentage of families leased that have incomes under \$13,410 (which is thirty percent (30%) of the overall median income) by project are:

57-01 Centralia	79%
57-02 Salem	78%
57-03 Centralia	80%
57-04 Salem	63%
57-05 Sandoval	87%
57-06 Odin	63%
57-07 Salem	61%
57-08 Patoka	55%
57-09 Centralia	63%
57-10 Sandoval	50%
57-11 Alma	75%
57-12 Centralia	78%
57-13 Kinmundy	60%
57-14 Alma	40%
57-15 Salem	40%
57-16 Sandoval	70%

Each project has greater than 40% of the families with 30% or less of the median income. Monitoring will be conducted to confirm that at least forty percent (40%) of all leased units will be within thirty percent (30%) of median income.

Efforts, through marketing and outreach, shall be made to increase the number of families with incomes greater than 30% of median income in the developments noted above in order to avoid concentrations of very low income families in the projects as per the requirements of the QHWRA of 1998.

Section 8 Vouchers/Certificate are current at 90% of total families on the program that have total family income at or below thirty percent (30%) of median income.

**Attachment B (il057b01)**

**Component 7  
Capital Fund Program Annual Statement  
Parts I, II, and III  
IL06P05750101 – 2001 grant year  
IL06P05750102 – 2002 grant year  
IL06P05750103 – 2003 grant year  
IL06P05750203 – 2003 grant year  
IL06P05750104 – 2004 grant year  
IL06P05750105 – 2005 grant year**

**CAPITAL FUND PROGRAM TABLES START HERE**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Marion County Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL06P05750101 Replacement Housing Factor Grant No:			Federal FY of Grant:  <b>2001</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	179,882	179,882	179,882	179,882.00
3	1408 Management Improvements Soft Costs	179,882	30,392	30,392	30,392.00
	Management Improvements Hard Costs				
4	1410 Administration	89,941	89,941	89,941	89,941.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	82,143	97,044	97,044	97,044.00
10	1460 Dwelling Structures	298,235	395,351	395,351	395,351.00
11	1465.1 Dwelling Equipment—Nonexpendable	26,329	68,049.43	68,049.43	68,049.43
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	38,000	36,248.18	36,248.18	36,248.18
14	1485 Demolition				

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

<b>PHA Name: Marion County Housing Authority</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: IL06P05750101 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b>  <b>2001</b>
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending:  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	5,000	2,504.39	2,504.39	2,504.39
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	899,412	899,412	899,412	899,412.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

## Annual Statement/Performance and Evaluation Report

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

#### Part II: Supporting Pages

PHA Name: Marion County Housing Authority		Grant Type and Number Capital Fund Program Grant No: <b>IL06P05750101</b> Replacement Housing Factor Grant No:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
57-01	Plumbing	1460		14858.48	13964.53	13964.53	13964.53	Complete
	Install electric smoke detectors	1460		990.66	990.66	990.66	990.66	Complete
	Replace electric light switches	1460		24900.00	24900.00	24900.00	24900.00	Complete
	Sealing office parking	1450		1000.00	1745.00	1745.00	1745.00	Complete
	Relocation	1495		2504.39	2504.39	2504.39	2504.39	Complete
57-01/02	Roofing	1460		-0-	65635.00	65635.00	65635.00	Complete
	Paint exterior vents	1460		-0-	4000.00	4000.00	4000.00	Complete
57-02	Storm doors	1460		-0-	-0-	-0-	-0-	N/A
	Appliances	1465		50406.22	24954.69	24954.69	24954.69	Complete
	Security lighting	1475		-0-	-0-	-0-	-0-	N/A
	Replace concrete	1450		23355.00	23355.00	23355.00	23355.00	Complete
	Gas Valves	1460		30000.00	30380.30	30380.30	30380.30	Complete
	Repair cabinets	1460		-0-	12339.00	12339.00	12339.00	Complete
57-03	Sidewalks	1450		-0-	-0-	-0-	-0-	N/A
	Dayroom renovation	1460		11600.00	10990.27	10990.27	10990.27	Complete
	Replace boilers	1465		-0-	25451.53	25451.53	25451.53	Complete
57-03/04	Replace water valves	1460		-0-	16475.00	16475.00	16475.00	Complete
57-04	Dayroom renovation	1460		11600.00	10167.10	10167.10	10167.10	Complete
	Tubs/showers	1460		-0-	-0-	-0-	-0-	N/A
	Replace gutters/downspouts	1460		2500.00	1652.00	1652.00	1652.00	Complete
	Remove trees	1450		5600.00	5600.00	5600.00	5600.00	Complete
	Replace storm doors & locks	1460		-0-	2610.49	2610.49	2610.49	Complete
57-05	Renovate storage facilities	1460		24990.00	25324.00	25324.00	25324.00	Complete
57-06	Replace boilers	1465		17643.21	17643.21	17643.21	17643.21	Complete
	Replace plumbing	1460		-0-	13258.00	13258.00	13258.00	Complete
57-07	Replace closet doors	1460		29057.00	-0-	-0-	-0-	N/A



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

PHA Name: Marion County Housing Authority		Grant Type and Number Capital Fund Program No: IL06P05750101 Replacement Housing Factor No:					Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
57-01	12-01-02	04-30-03	05-31-03	09-30-2003	03-31-2004	03-10-2004		
57-02	12-01-02	04-30-03	05-31-03	09-30-2003	03-31-2004	03-10-2004		
57-03	12-01-02	04-30-03	05-31-03	09-30-2003	03-31-2004	03-10-2004		
57-04	12-01-02	04-30-03	05-31-03	09-30-2003	03-31-2004	03-10-2004		
57-05	12-01-02	04-30-03	05-31-03	09-30-2003	03-31-2004	03-10-2004		
57-06	12-01-02	04-30-03	05-31-03	09-30-2003	03-31-2004	03-10-2004		
57-07	12-01-02	04-30-03	05-31-03	09-30-2003	03-31-2004	03-10-2004		
57-09	12-01-02	04-30-03	05-31-03	09-30-2003	03-31-2004	03-10-2004		
57-10	12-01-02	04-30-03	05-31-03	09-30-2003	03-31-2004	03-10-2004		
57-11	12-01-02	04-30-03	05-31-03	09-30-2003	03-31-2004	03-10-2004		
57-12	12-01-02	04-30-03	05-31-03	09-30-2003	03-31-2004	03-10-2004		
57-13	12-01-02	04-30-03	05-31-03	09-30-2003	03-31-2004	03-10-2004		
57-14	12-01-02	04-30-03	05-31-03	09-30-2003	03-31-2004	03-10-2004		
57-15	12-01-02	04-30-03	05-31-03	09-30-2003	03-31-2004	03-10-2004		
57-16	12-01-02	04-30-03	05-31-03	09-30-2003	03-31-2004	03-10-2004		

<b>Annual Statement/Performance and Evaluation Report</b>						
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>						
PHA Name: Marion County Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL06P05750102 Replacement Housing Factor Grant No:			Federal FY of Grant: <b>2002</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )						
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6-30-2004 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations	170,831	170,831	170,831	56,865	
3	1408 Management Improvements Soft Costs	170,831	6,540	6,540	6,540	
	Management Improvements Hard Costs					
4	1410 Administration	85,415	85,415	85,415	85,415	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs					
8	1440 Site Acquisition					
9	1450 Site Improvement	-0-	68,475	68,475	8,775	
10	1460 Dwelling Structures	332,208	364,673	364,673	213,400	
11	1465.1 Dwelling Equipment—Nonexpendable	-0-	68,000	68,000	41,935	
12	1470 Nondwelling Structures	-0-	7,220	7,220	1,880	
13	1475 Nondwelling Equipment	94,869	83,000	83,000	2,500	
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs					
18	1499 Development Activities					
19	1501 Collaterization or Debt Service					
20	1502 Contingency					
21	Amount of Annual Grant: (sum of lines 2 – 20)	854,154	854,154	854,154	417,310	
22	Amount of line 21 Related to LBP Activities					
23	Amount of line 21 Related to Section 504 compliance					
24	Amount of line 21 Related to Security – Soft Costs					
25	Amount of Line 21 Related to Security – Hard Costs					
26	Amount of line 21 Related to Energy Conservation Measures					

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

PHA Name: Marion County Housing Authority		Grant Type and Number Capital Fund Program Grant No: <b>IL06P05750102</b> Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
57-01	Backfill yards	1450		2,800.00	2,800.00	2800.00	-0-	Incomplete
	Handicap bathroom	1470		1,880.00	1,880.00	1,880.00	1,880.00	Complete
	Replace plumbing	1460		30,180.00	30,180.00	30,180.00	-0-	Incomplete
	Youth center repairs	1470		5,340.00	5,340.00	5,340.00	-0-	Incomplete
	Water Heaters	1465		15,210.00	9,175.00	9,175.00	9,175.00	Complete
57-01,02	Repair roofs	1460		24,900.00	24,900.00	24,900.00	24,900.00	Complete
57-01,02,12	Trim/Remove trees	1450		3,875.00	3,875.00	3,875.00	3,875.00	Complete
57-02	Replace Furnaces	1465		39,790.00	39,790.00	39,790.00	28,800.00	Incomplete
	Kitchen cabinets	1460		2,895.00	2,895.00	2,895.00	2,895.00	Complete
	Replace plumbing	1460		12,990.00	12,990.00	12,990.00	-0-	Incomplete
57-03	Install curb stops	1450		1,090.00	1,090.00	1,090.00	1,090.00	Complete
	Storm door replacement	1460		14,900.00	14,900.00	14,900.00	14,900.00	Complete
57-04	Dayroom Furniture	1475		3,500.00	3,500.00	3,500.00	-0-	Incomplete
	Paint Window Sills	1460		-0-	3,577.00	3,577.00	-0-	Incomplete
57-05	Paint exterior doors	1460		500.00	438.00	438.00	438.00	Complete
	Water Heaters	1465		7,000.00	7,000.00	7,000.00	-0-	Incomplete
57-06	Storm door replacement/locks	1460		20,000.00	20,000.00	20,000.00	-0-	Incomplete
	Handicap Ramp	1475		2,500.00	2,500.00	2,500.00	2,500.00	Complete
57-07	Replace closet doors	1460		66,049.00	66,049.00	66,049.00	-0-	Incomplete
	Paint hallway ceiling	1460		8,600.00	5,085.00	5,085.00	5,085.00	Complete
57-08	Replace security lighting	1475		15,000.00	15,000.00	15,000.00	-0-	Incomplete
	Refrigerators	1465		6,000.00	3,960.00	3,960.00	3,960.00	Complete
	TV reception Improvement	1475		6,625.00	7,215.00	7,215.00	-0-	Incomplete
57-03,6,8,9,10,11	Install Power Closure Modules	1460		2,770.00	2,770.00	2,770.00	2,770.00	Complete
57-09	TV reception improvement	1475		20,500.00	20,500.00	20,500.00	-0-	Incomplete
	Replace ext. door hardware	1460		970.00	970.00	970.00	970.00	Complete
	Refrigerators	1465		-0-	8,075.00	8,075.00	-0-	Incomplete



# Annual Statement/Performance and Evaluation Report

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

### Part III: Implementation Schedule

PHA Name: Marion County Housing Authority		Grant Type and Number Capital Fund Program No: IL06P05750102 Replacement Housing Factor No:					Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
57-01	12-01-2003	4-30-04	4-30-04	03-01-2004	12-01-04			
57-02	12-01-2003	4-30-04	4-30-04	03-01-2004	12-01-04			
57-03	12-01-2003	4-30-04	4-30-04	03-01-2004	12-01-04			
57-04	12-01-2003	4-30-04	4-30-04	03-01-2004	12-01-04			
57-05	12-01-2003	4-30-04	4-30-04	03-01-2004	12-01-04			
57-06	12-01-2003	4-30-04	4-30-04	03-01-2004	12-01-04			
57-07	12-01-2003	4-30-04	4-30-04	03-01-2004	12-01-04			
57-08	12-01-2003	4-30-04	4-30-04	03-01-2004	12-01-04			
57-09	12-01-2003	4-30-04	4-30-04	03-01-2004	12-01-04			
57-10	12-01-2003	4-30-04	4-30-04	03-01-2004	12-01-04			
57-11	12-01-2003	4-30-04	4-30-04	03-01-2004	12-01-04			
57-12	12-01-2003	4-30-04	4-30-04	03-01-2004	12-01-04			
57-13	12-01-2003	4-30-04	4-30-04	03-01-2004	12-01-04			
57-14	12-01-2003	4-30-04	4-30-04	03-01-2004	12-01-04			
57-16	12-01-2003	4-30-04	4-30-04	03-01-2004	12-01-04			

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Marion County Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL06P05750103 Replacement Housing Factor Grant No:			Federal FY of Grant: <b>2003</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6-30-2004 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	140,557	140,557	1,247	-0-
3	1408 Management Improvements Soft Costs	140,557	140,557	-0-	-0-
	Management Improvements Hard Costs				
4	1410 Administration	70,279	70,279	-0-	-0-
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	6,500	2,000	-0-	-0-
10	1460 Dwelling Structures	210,000	214,500	4,000	-0-
11	1465.1 Dwelling Equipment—Nonexpendable	8,393	8,393	-0-	-0-
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	126,500	126,500	2,555	-0-
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	702,786	702,786	7,802	-0-
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				



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

PHA Name: Marion County Housing Authority		<b>Grant Type and Number</b> Capital Fund Program No: IL06P05750103 Replacement Housing Factor No:					Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
57-01	06-30-2005	06-30-2005		12-01-2005	12-01-2005			
57-02	06-30-2005	06-30-2005		12-01-2005	12-01-2005			
57-06	06-30-2005	06-30-2005		12-01-2005	12-01-2005			
57-08	06-30-2005	06-30-2005		12-01-2005	12-01-2005			
57-09	06-30-2005	06-30-2005		12-01-2005	12-01-2005			
57-14	06-30-2005	06-30-2005		12-01-2005	12-01-2005			
57-15	06-30-2005	06-30-2005		12-01-2005	12-01-2005			

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name: Marion County Housing Authority</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: IL06P05750203 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b>  <b>2003</b>
<input type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input checked="" type="checkbox"/> <b>Revised Annual Statement (revision no: 1)</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>	
		<b>Original</b>	<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>
1	Total non-CFP Funds				
2	1406 Operations	28,013	28,013	-0-	-0-
3	1408 Management Improvements Soft Costs	14,006	28,013	-0-	-0-
	Management Improvements Hard Costs				
4	1410 Administration	28,013	14,006	-0-	-0-
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	29,000	29,000	-0-	-0-
10	1460 Dwelling Structures	41,032	41,032	-0-	-0-
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	140,064	140,064	-0-	-0-
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				



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

PHA Name: Marion County Housing Authority		<b>Grant Type and Number</b> Capital Fund Program No: IL06P05750203 Replacement Housing Factor No:					<b>Federal FY of Grant: 2003</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
57-05	12-01-2004	12-01-2004		03-01-2005	03-01-2005			
57-12	12-01-2004	12-01-2004		03-01-2005	03-01-2005			
57-13	12-01-2004	12-01-2004		03-01-2005	03-01-2005			
57-14	12-01-2004	12-01-2004		03-01-2005	03-01-2005			
57-16	12-01-2004	12-01-2004		03-01-2005	03-01-2005			

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Marion County Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL06P05750104 Replacement Housing Factor Grant No:			Federal FY of Grant: <b>2004</b>
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	162,780.00			
3	1408 Management Improvements Soft Costs	162,780.00			
	Management Improvements Hard Costs				
4	1410 Administration	81,390.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	28,899.00			
10	1460 Dwelling Structures	184,873.00			
11	1465.1 Dwelling Equipment—Nonexpendable	130,500.00			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	62,678.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	813,900.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				



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

PHA Name: Marion County Housing Authority		<b>Grant Type and Number</b> Capital Fund Program No: IL06P05750104 Replacement Housing Factor No:					Federal FY of Grant: 2004	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
57-01	09-30-2006			03-31-2007				
57-03	09-30-2006			03-31-2007				
57-04	09-30-2006			03-31-2007				
57-05	09-30-2006			03-31-2007				
57-07	09-30-2006			03-31-2007				
57-09	09-30-2006			03-31-2007				
57-10	09-30-2006			03-31-2007				
57-12	09-30-2006			03-31-2007				
57-15	09-30-2006			03-31-2007				

## Annual Statement/Performance and Evaluation Report

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

PHA Name: Marion County Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant:  <b>2005</b>
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Original Annual Statement 
  Reserve for Disasters/ Emergencies 
  Revised Annual Statement (revision no:     )

Performance and Evaluation Report for Period Ending:      Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	162,780.00			
3	1408 Management Improvements Soft Costs	162,780.00			
	Management Improvements Hard Costs				
4	1410 Administration	81,390.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	89,730.00			
10	1460 Dwelling Structures	269,606.00			
11	1465.1 Dwelling Equipment—Nonexpendable	47,614.00			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	813,900.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				



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

PHA Name: Marion County Housing Authority		Grant Type and Number Capital Fund Program No: Replacement Housing Factor No:					Federal FY of Grant: 2005
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
57-01	09-30-2007			03-31-2008			
57-02	09-30-2007			03-31-2008			
57-03	09-30-2007			03-31-2008			
57-04	09-30-2007			03-31-2008			
57-05	09-30-2007			03-31-2008			
57-06	09-30-2007			03-31-2008			
57-08	09-30-2007			03-31-2008			
57-10	09-30-2007			03-31-2008			
57-11	09-30-2007			03-31-2008			
57-12	09-30-2007			03-31-2008			
57-14	09-30-2007			03-31-2008			
57-15	09-30-2007			03-31-2008			
57-16	09-30-2007			03-31-2008			



**Attachment C (il057c01)**

<b>Capital Fund Program Five-Year Action Plan</b>					
<b>Part I: Summary</b>					
PHA Name: Marion County Housing Authority				<b>X Original 5-Year Plan</b>	
				<input type="checkbox"/> <b>Revision No:</b>	
Development Number/Name/H A-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 3 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 4 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 5 FFY Grant: 2009 PHA FY: 2009
PHA Wide Operations	Annual Statement	\$162,780.00	\$162,780.00	\$162,780.00	\$162,780.00
PHA Wide Management Improvements		\$162,780.00	\$162,780.00	\$162,780.00	\$162,780.00
PHA Wide Administrative Expenses		\$81,390.00	\$81,390.00	\$81,390.00	\$81,390.00
57-01/Malcom G. Bryant Apts. & Susie Lee Davis Apts.		\$66,709.00	\$34,557.00	-0-	\$200,000.00
57-02/Meadowlark Manor		\$66,900.00	-0-	\$168,143.00	-0-
57-03/Lincoln Courts		\$46,500.00	-0-	-0-	-0-
57-04/Golden Acres		\$46,500.00	\$78,644.00	-0-	\$42,000.00
57-05/Silver Acres		\$21,990.00	-0-	-0-	\$59,393.00
57-06/Blue Jay Apts.		\$32,900.00	\$23,200.00	\$9,257.00	-0-
57-07/Glenwood Acres I		\$57,700.00	-0-	\$137,000.00	-0-
57-08/Community Apts.			\$17,600.00	\$23,000.00	\$38,350.00
57-09/Elm Street Apts.		\$25,169.00	\$37,000.00	\$47,000.00	\$41,557.00
57-10/Suarez Apts.		-0-	-0-	-0-	\$8,550.00

57-11/Paul T. Maulding Apts.		-0-	\$17,600.00	-0-	\$8,550.00
57-12/Upchurch Apts./Blackwell Apts.		\$36,582.00	\$148,949.00	\$21,000.00	-0-
57-13/Heritage Apts.		\$6,000.00	\$11,700.00	-0-	-0-
57-14/Walter E. Broom Apts.		-0-	\$37,700.00	-0-	\$8,550.00

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

**Part I: Summary**

PHA Name: Marion County Housing Authority				<b>X Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
Development Number/Name/H A-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 3 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 4 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 5 FFY Grant: 2009 PHA FY: 2009
57-15/Glenwood III				-0-	
57-16/Scattered Sites Sandoval				\$1,550.00	
CFP Funds Listed for 5-year planning		813,900.00	813,900.00	813,900.00	813,900.00
Replacement Housing Factor Funds					

## Capital Fund Program Five-Year Action Plan

### Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2006 PHA FY:			Activities for Year: <u>3</u> FFY Grant: 2007 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	PHA Wide	Operations	<b>\$162,780.00</b>	PHA Wide	Operations	<b>\$162,780.00</b>
Annual	PHA Wide	Management Improvements	<b>\$162,780.00</b>	PHA Wide	Management Improvements	<b>\$162,780.00</b>
Statement	PHA Wide	Administrative Expenses	<b>\$81,390.00</b>	PHA Wide	Administrative Expenses	<b>\$81,390.00</b>
	57-01/Malcom G. Bryant Apts. & Susie Lee Davis Apts.	Replace gutters	\$8,500.00	57-01/Malcom G. Bryant Apts. & Susie Lee Davis Apts.	Replace ventilation turbines	<b>\$34,557.00</b>
		Replace plumbing	\$38,000.00			
		Replace Appliances	\$20,209.00	57-04/Golden Acres	Replace windows	\$32,770.00
					Replace storm doors	\$33,479.00
	Subtotal – 57-01		<b>\$66,709.00</b>		Insulation	\$12,395.00
	57-02/Meadowlark Manor	Replace plumbing	\$29,900.00	Subtotal – 57-04		<b>\$78,644.00</b>
		Replace appliances	\$37,000.00			
				57-06/Blue Jay Apts.	Appliances	<b>\$23,200.00</b>
	Subtotal – 57-02		<b>\$66,900.00</b>			
				57-08/Community Apts.	Appliances	<b>\$17,600.00</b>
	57-03/Lincoln Courts	Replace drain lines	\$27,500.00			
		Paint ext. doors & dayroom	\$19,000.00	57-09/Elm Street Apts.	Replace/refinish common room & hall floors	<b>\$37,000.00</b>
	Subtotal – 57-03		<b>\$46,500.00</b>	57-11/Paul T. Maulding Apts.	Resurface parking	<b>\$17,600.00</b>

	57-04/Golden Acres	Replace drain lines	\$24,000.00	57-12/Upchurch Apts./Blackwell Apts.	Replace roof	<b>\$148,949.00</b>
		Paint ext. doors & dayroom	\$22,500.00			
<b>Capital Fund Program Five-Year Action Plan Part II: Supporting Pages—Work Activities</b>						
				57-13/Heritage Apts.	Landscaping	<b>\$11,700.00</b>
	Subtotal – 57-04		<b>\$46,500.00</b>			
				57-14/Walter E. Broom Apts.	Replace exterior doors & frames	\$29,700.00
	57-05/Silver Acres	Replace Plumbing	<b>\$21,990.00</b>		Replace Door locks	\$8,000.00
	57-06/Blue Jay Apts.	Replace plumbing	\$20,000.00	Subtotal – 57-14		<b>\$37,700.00</b>
		Replace dayroom appl.	\$12,900.00			
	Subtotal – 57-06		<b>\$32,900.00</b>			
	57-07/Glenwood Acres I	Replace Gutters	\$4,500.00			
		Replace electrical lighting & outlets	\$30,200.00			
		Paint ext. frames & int. halls	\$17,000.00			
		Replace dayroom furnishings	\$6,000.00			
	Subtotal – 57-07		<b>\$57,700.00</b>			
	57-09/Elm Street Apts.	Paint & renovate community dayroom	\$18,000.00			
		Replace dayroom furnishings	\$7,169.00			
	Subtotal – 57-09		<b>\$25,169.00</b>			

	57-12/Upchurch Apts./Blackwell Apts.	Replace appliances	<b>\$36,582.00</b>			
	57-13/Heritage Apts.	Replace dayroom furnishings	<b>\$6,000.00</b>			
	<b>Total CFP Estimated Cost</b>		\$813,900.00			\$813,900.00

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

Activities for Year : <u>  4  </u> FFY Grant: 2008 PHA FY:			Activities for Year: <u>  5  </u> FFY Grant: 2009 PHA FY:		
<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>
PHA Wide	Operations	<b>\$162,780.00</b>	PHA Wide	Operations	<b>\$162,780.00</b>
PHA Wide	Management Improvements	<b>\$162,780.00</b>	PHA Wide	Management Improvements	<b>\$162,780.00</b>
PHA Wide	Administrative Expenses	<b>\$81,390.00</b>	PHA Wide	Administrative Expenses	<b>\$81,390.00</b>
57-02/Meadowlark Manor	Replace roofs (18 buildings)	<b>\$168,143.00</b>	57-01/Malcom G. Bryant Apts. & Susie Lee Davis Apts.	Site Improvements	\$20,000.00
				Replace roofs	\$180,000.00
57-06/Blue Jay Apts.	Replace dayroom exterior utility door	\$1,500.00			
	Replace dayroom windows	\$1,757.00	Subtotal – 57-01		<b>\$200,000.00</b>
	Replace door hardware	\$6,000.00			
			57-04/Golden Acres	Paint exteriors	<b>\$42,000.00</b>
Subtotal – 57-06		<b>\$9,257.00</b>			
			57-05/Silver Acres	Replace appliances	<b>\$59,393.00</b>
57-07/Glenwood Acres I	Door Replacement	\$124,000.00			
	Replace door hardware	\$13,000.00	57-08/Community Apts.	Storage building	\$29,800.00
				Foundation	\$8,550.00
Subtotal – 57-07		<b>\$137,000.00</b>			
			Subtotal – 57-08		<b>\$38,350.00</b>
57-08/Community Apts.	Security Lighting	<b>\$23,000.00</b>			
			57-09/Elm Street Apts.	Security Lighting	<b>\$41,557.00</b>
57-09/Elm Street Apts.	Replace Plumbing	\$41,000.00			

	Replace Dayroom doors	\$6,000.00	57-10/Suarez Apts.	Foundation	<b>\$8,550.00</b>
Subtotal – 57-09		<b>\$47,000.00</b>	57-11/Paul T. Maulding Apts.	Foundation	<b>\$8,550.00</b>
57-12/Upchurch Apts./Blackwell Apts.	Resurface Concrete Parking	<b>\$21,000.00</b>	57-14/Walter E. Broom Apts.	Foundation	<b>\$8,550.00</b>
57-16/Scattered Sites Sandoval	Paint Vents	<b>\$1,550.00</b>			
<b>Total CFP Estimated Cost</b>		\$813,900.00			\$813,900.00

**ATTACHMENT D (filename il057d01)**

IL06P057001 MARION COUNTY HOUSING AUTHORITY  
ADMINISTRATION

ORGANIZATIONAL CHART

I. EVAN L. DEADMOND, EXECUTIVE DIRECTOR

1. GLENDA TERRY, EXECUTIVE ASSISTANT
2. MELISSA FOREMAN, ADMINISTRATIVE ASSISTANT
3. HELEN HANSON, BOOKKEEPER
4. SHIRLEY ELLIOTT, HOUSING VOUCHER MANAGER
5. JIM HESTER, CAPITAL FUND PROGRAM COORDINATOR
6. GAYLA RESCH, CAPITAL FUND PROGRAM ASSISTANT
7. CONTROL MANAGEMENT COMPANY, DAILY OPERATIONS

**Attachment E (il057e01)**

**IL06P057-001 MARION COUNTY HOUSING AUTHORITY**

**PEST AND ROACH ERADICATION PLAN**

A. THE PLAN

The Pest and Roach Eradication Plan consists of six basic steps conducted by a licensed professional chemical technician.

1. INSPECTION

Inspection of units is conducted to look for harbourage areas of pests, conditions of moisture, heat or darkness that favor infestations, food and water that can be used by the pests, probable means of entry of the infestation (such as incoming foods, open sewers), and evidence of infestation (such as damage, droppings and tracks). The inspection provides the measures that may or may not be used and any safety precautions for the tenants that may be necessary.

2. IDENTIFICATION

Positive and accurate identification of the infestation is made to evaluate the problem and to make appropriate recommendation for control.

3. RECOMMENDATION

Procedures for extermination are explained to the tenant and the tenant is advised on what should be done to make the control program a more successful and lasting one. The tenant may be advised to empty all cabinets and to cover any food items.

4. TREATMENT

Treatment may include spraying of legal and appropriate pesticides and/or the use of traps. A follow-up treatment is usually required.

5. EVALUATION

Pest infestation level is monitored. The tenant is advised on matters of sanitation and how to prevent new pest problems from becoming

established. Tenant is advised to report any recurrent pest problem so that it can be attended to. Reapplication of pest management procedures are conducted as necessary.

#### 6. PREVENTION

Common areas are treated periodically in an effort to control pest infestation.

#### B. INSTIGATION OF PEST AND ROACH ERADICATION

##### 1. EMPTY UNITS

All units shall be inspected after being vacated. Treatment shall be applied prior to the next lessee's moving in.

##### 2. LEASED UNITS

Notification of a pest or roach problem by an existing tenant shall cause an inspection to be made and a scheduled eradication to be performed.

##### 3. ADJOINING UNITS

Adjoining units or entire complexes may be treated with proper notification.

# MARION COUNTY HOUSING AUTHORITY

## ANNUAL PLAN

### Attachment F (il057f01)

## PROGRESS REPORT

YEAR 4 OF FIVE YEAR PLAN - FISCAL YEAR ENDING DECEMBER 31, 2004

**GOAL 1: Meeting the needs of the population**

Available vouchers were utilized 100%. The Fair Share Vouchers have been fully implemented. No further monies were available from the U.S. Dept. of Housing and Urban Development for more vouchers.

**GOAL 2: Ensuring equal opportunity in the Housing Authority**

The Administration Plan for Section 8 Outreach Plan has successfully expanded service areas beyond Marion County into continuous counties that lack public housing agencies.

**GOAL 3: Promoting self-sufficiency and asset development**

The Authority has been reassessing the impact of the cessation of the Community Service requirement in cooperation with the Department of Human Services. We are still working with the local higher education facilities. The Authority continues to keep residents informed of available scholarships. The Community Service Program has been implemented. The Section 8 Housing Choice Voucher Family Self-Sufficiency program has currently successfully implemented 30% of the mandatory contracts in its first year.

**GOAL 4: Improving the Community**

The Housing Authority continues its relationship with the Centralia Development Association in securing economic opportunity for the community. The police and the leasing department continue to work closely in an effort to keep up a high caliber of residents. The general population fully utilizes the sub-station. Community Police Officer Ken Ingersoll was enabled to implement an in-car computer system for accessing tenant data in connection to the tenant identification program and parking permits. A Curfew and Criminal Trespass policy was implemented for public housing property to improve neighborhood problems.

**GOAL 5: Improving housing stock**

A contract for county-wide inspection of all aspects of the public housing stock was renewed and suggestions were implemented. The on-going Capital Funds program continues to improve the physical plant, therefore abating any demolition schedule for existing public housing stock. The addition of housing vouchers in the community continues to greatly influence the condition of the private housing stock. Fewer units are rejected due to condition each year. The Board of Commissioners has and will continue to explore its options to use Section 8 Voucher administrative fee reserves to obtain additional not-for-profit housing for low income families.



**Attachment G (il057g05)**

**Required Attachment IL057 A-1: Resident Member on the PHA Governing Board**

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

A. Name of resident member(s) on the governing board: Rhonda Buchana

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

- Elected
- Appointed

C.    The term of appointment is (include the date term expires): 09-24 2000 to 09-24-2005

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

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

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

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

Sam Nall, Chairman, Marion County Board of Supervisors

**Attachment H (il057h02)**

**Required Attachment IL057 A-2: Membership of the Resident Advisory Board or Boards**

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

**MARION COUNTY HOUSING AUTHORITY**

**RESIDENT ADVISORY BOARD**

<b>MEMBER</b>	<b>LOCATION</b>	<b>PROGRAM</b>
<b>TYESHA CAMPBELL</b>	<b>226 N LINCOLN CENTRALIA</b>	<b>SECTION 8</b>
<b>TONYA COLLINS</b>	<b>214 N MORRISON CENTRALIA</b>	<b>SECTION 8</b>
<b>CHRYSTAL BRASKET</b>	<b>1409 S POPLAR CENTRALIA</b>	<b>SECTION 8</b>
<b>TAMETRA SANDERS</b>	<b>929 E BROADWAY CENTRALIA</b>	<b>SECTION 8</b>
<b>RHONDA BUCHANA</b>	<b>1023 SADLER CENTRALIA</b>	<b>57-01</b>
<b>NEDRA JOHNSON</b>	<b>1003 MAULDING DRIVE CENTRALIA</b>	<b>57-12</b>
<b>CONNIE ADCOX</b>	<b>912 S MARION CENTRALIA</b>	<b>57-12</b>
<b>JOAN PERRY</b>	<b>903 LYFORD SALEM</b>	<b>57-02</b>
<b>LYNN WILKINS</b>	<b>#43 GLENWOOD ACRE SALEM</b>	<b>57-07</b>
<b>JOANIE WINKLER</b>	<b>115 N MAIN APT 19 SANDOVAL</b>	<b>57-10</b>
<b>COLLEEN AUSTIN</b>	<b>P.O. BOX 708 SANDOVAL</b>	<b>57-16</b>
<b>DARLENE MCNEW</b>	<b>606 E ILLINOIS #12 ALMA</b>	<b>57-11</b>
<b>MARCELLA SCHULTE</b>	<b>211 E AYRD #7 ODIN</b>	<b>57-06</b>

**TOTAL MEMBERS: 13**

## **Attachment I (il057i01)**

### **FYE 2003 CUSTOMER SATISFACTION SURVEY FOLLOW-UP PLAN REQUIRED FOR ALL SCORES UNDER 75%**

(RESIDENTS SURVEYED IN NOVEMBER 2003)

**COMMUNICATION** scores on the resident Customer Satisfaction Survey was one point below the required 75%. The Housing Authority has implemented the following guidelines to achieve improvements in this area:

The Housing Authority will communicate with residents through the resident council, resident newsletters, resident meetings, and individual mailings through the United States Postal Service to insure that residents are well informed of any scheduled maintenance, repairs, or modernization activities in advance.

The Housing Authority will initiate guidelines that require management to distribute brochures at the resident's annual reviews outlining the rules of the lease.

Management will initiate incentives to encourage residents to participate in resident organization meetings and events. Resident newsletters will be issued on a quarterly time schedule and will highlight a community calendar for resident meetings.

Management staff will participate in sensitivity training seminars to increase communication-people skills.

**Attachment J (il057j01)**

**PROGRAM PLAN FOR THE SECTION 8**  
**PROJECT-BASED VOUCHERS**

The Marion County Housing Authority (MCHA), in accordance with FR-4633-N-01 dated January 16, 2001 and upon approval from the Department of Housing and Urban Development, intends to attach a minimum of ten (10) Section 8 Housing Choice Voucher assistance units for Project-Based Vouchers.

MCHA will advertise in newspaper of general circulation once a week for three consecutive weeks for Request for Proposals (RFP) from owners/developers interested in entering a contract with the MCHA accepting project-based vouchers. MCHA will only consider proposals in response to advertisement. The proposal must meet the requirements of 24 CFR Part 983 relating to eligible and ineligible properties and not involve the displacement of tenants. Selection of proposals will be rated based on awarded points according to the mandatory requirement criteria as stated in the RFP.

The general locations for project-based assistance will be consistent with the existing Housing Choice Voucher program Administrative Plan outreach within Marion County and its surrounding unassisted areas.

The administration of the project-based assistance will remain consistent with the MCHA Annual Plan in that it will achieve deconcentrating goals by creating housing that is safe, affordable, and in an environment that will expand housing and economic opportunities.

## MARION COUNTY HOUSING AUTHORITY

### ANNUAL PLAN

#### Criteria for Substantial Deviations And Significant Amendments

Any significant amendment or substantial deviation/modification to a PHA Plan is subject to the same requirements as the original PHA Plan (including time frames). Following are the requirements:

- The PHA must consult with the Resident Advisory Board (RAB) (as defined in 24 CFR 903.13);
- The PHA must ensure consistency with the Consolidated Plan of the jurisdiction(s) (as defined in 24 CFR 903.15); and
- The PHA must provide for a review of the amendments/modifications by the public during a 45-day public review period (as defined in 24 CFR 903.17).
- The PHA may not adopt the amendment or modification until the PHA has duly called a meeting of its Board of Directors (or similar governing body). This meeting, at which the amendment or modification is adopted, must be open to the public.
- The PHA may not implement the amendment or modification until notification of the amendment or modification is provided to HUD and approved by HUD in accordance with HUD's plan review procedures (as defined at 24 CFR 903.23).

**MARION COUNTY HOUSING AUTHORITY**

**RULES GOVERNING  
PET OWNERSHIP  
IN PUBLIC HOUSING**

**EVAN L. DEADMOND  
EXECUTIVE DIRECTOR**

**EFFECTIVE:  
JANUARY 1, 2001**

**AMENDED JANUARY 1, 2005**

## **(EXCERPT OF ADMISSION AND CONTINUED OCCUPANCY POLICY)**

### **18.0 PET POLICY**

#### **18.1 EXCLUSIONS**

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

#### **18.2. PETS IN PUBLIC HOUSING**

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

#### **18.3. TYPES OF HOUSING**

For the purpose of “Rules Governing Pet Ownership in Public Housing” the dwelling units of Marion County Housing Authority shall be considered either “Family units” or “Elderly Complexes”. The Project number and name/location are as follows:

##### **a. FAMILY UNITS**

1. 57-01 - SUSIE LEA DAVIS HOMES - CENTRALIA
2. 57-01 - MALCOLM BRYANT APARTMENTS - CENTRALIA
3. 57-02 - MEADOWLARK MANOR - SALEM
4. 57-05 - FAMILY APARTMENTS - SANDOVAL
5. 57-06 - FAMILY APARTMENTS - ODIN
6. 57-12 - UPCHURCH APARTMENTS - CENTRALIA
7. 57-12 - BLACKWELL APARTMENTS - CENTRALIA
- 8.. 57-14 – WALTER E. BROOM APARTMENTS - ALMA

**b. ELDERLY COMPLEXES:**

1. 57-03 - LINCOLN COURTS - CENTRALIA
2. 57-04 - GOLDEN ACRES - SALEM
3. 57-05 - SILVER ACRES - SANDOVAL
4. 57-06 - BLUE JAY COURTS - ODIN
5. 57-07 - GLENWOOD ACRES I - SALEM
6. 57-08 - COMMUNITY APARTMENTS - PATOKA
7. 57-09 - ELM STREET APARTMENTS - CENTRALIA
8. 57-10 - SUAREZ APARTMENTS - SANDOVAL
9. 57-11 - PAUL T. MAULDING APARTMENTS - ALMA
10. 57-13 - HERITAGE APARTMENTS - KINMUNDY
11. 57-15 - GLENWOOD ACRES III - SALEM
12. 57-16 - ELDERLY SCATTERED SITES - SANDOVAL

**18.4 WRITTEN APPLICATION AND WRITTEN APPROVAL REQUIRED**

Tenants desiring to own and keep a common household pet shall secure and complete an “Pet Permit Application” (a copy of which is made a part of these Rules) from the office of the MCHA or its representative. Within ten (10) days of receipt of request, the MCHA (or their representative) shall respond, by first class mail, with approval or denial of the request. Denial shall be accompanied by a letter explaining reasons for denial. Pets may not reside in unit until AFTER approval has been documented.

**18.5 TYPES, SIZES AND NUMBER OF PETS ALLOWED**

**A. TYPES**

The Housing Authority will allow only common household pets. This means only domesticated animals such as a dog, cat, bird, rodent (including a rabbit), fish in aquariums or a turtle will be allowed in units. Common household pets do not include reptiles (except turtles). If this definition conflicts with a state or local law or regulation, the state or local law or regulations shall govern.

All dogs and cats must be spayed or neutered before they become six months old. A licensed veterinarian must verify this fact.

**B. SIZES:**

Only dogs or cats weighing twenty-five pounds (25 lbs) or less are allowed as household pets.

**C. NUMBER:**

Only one (1) dog or one (1) cat per household is allowed. Fish (limited to one (1) aquarium) and birds (limited to two (2)) are allowed without application for permission. Permission for fish or birds in excess of the above must be requested in writing to Management.

**18.6 DEPOSITS**

**A. ELDERLY COMPLEXES**

(SEE ABOVE FOR LOCATIONS):

A seventy-five dollar (\$75.00) cash deposit shall be paid to the Housing Authority to pay for any damage. This deposit shall be retained until the tenant vacates the unit or removes the pet permanently from the household, and is refundable less any amounts owed due to damage beyond normal wear and tear.

**B. FAMILY UNITS**

(SEE ABOVE FOR LOCATIONS):

A one hundred and fifty dollar (\$150.00) cash deposit shall be paid to the Housing Authority to pay for any damage. This deposit shall be retained until the tenant vacates the unit or removes the pet permanently from the household, and is refundable less any amounts owed due to damage beyond normal wear and tear.

**18.7 INOCULATIONS**

Acceptable Veterinarian Certification of distemper and rabies inoculations must be presented at time of payment of "Pet Deposit". Certification from Veterinarian must be presented at time of annual recertification of Continued Occupancy indicating the current status of inoculation.

**18.8. LOCATION OF PETS**

Pets shall be kept within the confines of the unit at all times unless and until they are taken out of the unit on a leash. No animal shall be permitted to be loose in hallways, lobby areas, laundry areas, community rooms, yards or other common areas of the facility. The owner of the pet shall remain with the pet at all times when out of the unit.

No outside cages may be installed or constructed.

## **18.9 PET WASTE**

Tenants are solely responsible for cleaning up pet waste. Outside of the unit and on facility grounds droppings must be disposed of by being placed in a sack or plastic bag and then placed in a refuse container outside the building. Urine deposits on sidewalks, hallways or other common traffic areas must be wiped up immediately and disposed of in a refuse container.

## **18.10. LEASHES**

Dogs or cats will be leashed at all times when they are outside the owner's dwelling unit.

## **18.11. INSPECTIONS**

An inspection will be made after the unit is vacated or the pet is removed. Any damages incurred shall be charged to the tenant and deducted from the deposit. Tenant is responsible for any charges in excess of the pet security deposit. Any charges over and above the deposit shall be billed to the tenant and will be due within 30 days of the billing.

During the tenancy, periodic inspections may be made of the unit to determine what, if any, damages have occurred since the previous inspection. If damages are found, repairs shall be made and will be assessed to the tenant. Charges are due within 30 days of the billing. Damages to the unit shall be noted and retained in the individual tenant/pet file.

## **18.12 PET BEHAVIOR**

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

Vicious and/or intimidating pets will not be permitted.

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

## **18.13 FINANCIAL OBLIGATIONS OF RESIDENTS**

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

#### **18.14 CARE**

Pets will be kept clean, free of parasites and odor-free at all times to help protect other tenants with health problems or differing likes and dislikes.

Tenants must identify an alternative custodian for the pets in the event of a tenant's illness or other absence from the dwelling unit. The identification of an alternative custodian must occur prior to the Authority issuing the pet permit.

#### **18.15 LICENSES/REGISTRATION**

Where applicable, dogs or cat owners shall comply with licensing and/or local regulations.

#### **18.16 MISCELLANEOUS RULES**

- A. Pets may not be left unattended in a dwelling unit for over eight (8) hours. If the pet is left unattended and no arrangements have been made for its care, the Authority will have the right to enter the premises and take the uncared for pet to be boarded at a local animal care facility at the total expense of the resident.
- B. Pet bedding shall not be washed in any common laundry facilities.
- C. All dogs must wear a tag bearing the resident's name and phone number.
- D. Residents owning cats shall maintain waterproof litter boxes for cat waste. Refuse from litter boxes shall not accumulate or become unsightly or unsanitary. Litter shall be disposed of in an appropriate manner.
- E. **A pet owner shall have physical control or confine his/her pet during the times when Housing Authority employees, agents of the Housing Authority or others must enter the pet owner's unit to conduct business, provide services, enforce least terms, etc.**
- F. If a pet causes harm to any person, the pet's owner shall be required to permanently remove the pet from the Housing Authority's property within 24 hours of written notice from the Housing Authority. The pet owner may also be subject to termination of his/her dwelling lease.
- G. The Housing Authority's grievance procedures shall be applicable to all individual grievances or disputes arising out of violations or alleged violations of this policy.

#### **18.17 REVOCAION OF APPROVAL TO KEEP ANIMAL PETS**

The Housing Authority may revoke approval to own and keep an animal pet within the dwelling unit if any of the follow occur:

- A. Records (see Section E 5, Inspections above) indicate that repeated and excessive damages have occurred due to the presence of an approved pet; or
- B. Records in file indicate that more than two (2) documented complaints or instances (see Section E.6, Pet Behavior above) from neighbors or nearby residents have been generated in any one (1) month, or six or more complaints have been received during the past 12 months; or
- C. Charges billed to tenant from damages caused by pet remain delinquent for more than thirty (30) days of billing or are chronically late in being paid; or
- D. Documentation as provided by section 1 above is not furnished in a timely manner; or
- E. Other violations, as determined by the Executive Director, that are detrimental to the health, safety, well-being of other tenants.
- F. Notice of Revocation shall be mailed to tenant by first class mail. Failure to comply by removing the pet from the unit within the state time limit shall result in legal eviction; in which case, the tenant may be liable for legal costs.
- G. The Housing Authority's grievance procedures shall be applicable to all individual grievances or disputes arising out of violations or alleged violations of this policy.

### **18.18 GROUNDS FOR EVICTION**

The following are some, but not necessarily all, violations of the pet policy which are grounds for eviction. Notice of the violation shall be mailed by first class mail to the violator. Violators shall be given no more than ten (10) days to correct the violation. Failure to do so will result in legal action being taken and the tenant may be responsible for all legal costs incurred in enforcement of these rules.

- 1. UNAPPROVED PETS
- 2. MAINTENANCE MEN OR INSPECTORS NOT ALLOWED ACCESS TO UNITS DUE TO PRESENCE OF PET.
- 3. PET WASTE NOT PROPERLY DISPOSED
- 4. FAILURE TO PRESENT PROOF OF INOCULATION
- 5. KEEPING OF ANY ANIMAL DETERMINED TO BE DANGEROUS OR VICIOUS

6. OTHER VIOLATIONS AS DETERMINED BY THE EXECUTIVE DIRECTOR OR HIS/HER REPRESENTATIVE THAT ARE DETRIMENTAL TO THE HOUSING AUTHORITY STAFF OR TENANTS.

#### **18.19 REMOVAL OF PETS**

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

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

