

# PHA Plans

5 Year Plan for Fiscal Years 2006 - 2010  
Annual Plan for Fiscal Year 2006

Washington County Housing Authority  
Washington, PA

**Stephen K. Hall**  
**Executive Director**

**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:** Washington County Housing Authority

**PHA Number:** PA-18

**PHA Fiscal Year Beginning:** 10/2005

**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  
*Washington County Housing Authority  
100 Crumrine Tower, Franklin Street  
Washington, PA 15301-6995  
Telephone 724-228-6060  
Web site: wacoha.com                      email: wcha@pulsenet.com*

- 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 2006 - 2010**  
[24 CFR Part 903.5]

**A. Mission**

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)  
*The mission of the Washington County Housing Authority is to develop, manage, and administer quality housing for low and moderate-income persons and to promote economic growth and quality living environments in our communities. We strive to pursue this mission within the context of limited government resources by providing assistance to our clients (residents) that results in (1) leveraging HUD resources with those of the private sector and other public agencies, (2) efficient program administration, and (3) creative approaches to problem solving.*

**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:  
*The Housing Authority will apply for additional Section 8 - Housing Choice Vouchers based upon demand and the Authority's eligibility to apply.*
- Reduce public housing vacancies:  
*The Housing Authority will continue attempts to reduce vacancies within the constraints of the existing housing market and current limited demand for Public Housing.*

- Leverage private or other public funds to create additional housing opportunities:  
*The Housing Authority will explore the possibility of creating private/public partnerships or joint ventures with other public agencies based on demand. Continue to partner with the Washington County Redevelopment Authority and their use of CDBG funding in providing and supporting housing opportunities.*

Acquire or build units or developments

- Other (list below)  
*The Washington County Housing Authority acknowledges the need to comply with HUD performance expectations. To this end, the Authority will continue to examine and where necessary adopt strategies to address operations within the Authority where performance has resulted in low PHAS scores. The current emphasis will be based on strategies to increase Public Housing and Section 8 occupancy rates.*

PHA Goal: Improve the quality of assisted housing  
Objectives:

- Improve public housing management: (PHAS score) 79  
*The Housing Authority is committed to improving public housing management. The long-range goal of the Authority is to strive to increase the PHAS within the constraints of the current limited interest in public housing.*

- Improve voucher management: (SEMAP score) 96  
 Increase customer satisfaction:  
*Emphasis will be placed on timely response to requests for inspections and individual attention to inquiries.*

Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)

- Renovate or modernize public housing units:  
*The Housing Authority will continue its commitment to renovation, rehabilitation and modernization through implementation of the 5-Year Capital Fund planning process and the continued pursuit of alternate funding sources.*

- Demolish or dispose of obsolete public housing:  
*The Housing Authority believes that demolition and disposition activities are useful and effective tools to reduce density and overcrowding, eliminate dangerous and obsolescent conditions, and put vacant buildings to a better use. The Authority will continue to evaluate demolition and disposition activities, principally in family developments, when necessary and warranted. Each*

*Annual Plan will discuss demolition and/or disposition activities proposed or considered in the upcoming fiscal year (s).*

- 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:  
*The Authority will implement a pilot Section 8 Homeownership Program starting with 5 or fewer homeownership opportunities.*

Implement public housing or other homeownership programs:

- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

*Expand the Section 8 Project Based Voucher Program to areas in the County where needs are currently not being addressed.*

**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:  
*The Housing Authority's Deconcentration Policy was revised and updated in February 2005. The revision incorporated all current requirements and has been made part of the Admissions and Continued Occupancy Policy. As with the initial Policy, originally adopted in 1999, the revised Deconcentration Policy identifies specific steps that promote higher income families being placed in lower income developments. The Authority will analyze project income annually to determine if changes are necessary to developments identified as targeted for economic deconcentration.*

- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:  
*The Deconcentration Policy identified above contains specific measures to allow lower income families to be placed in higher income developments.*

- Implement public housing security improvements:  
*The Housing Authority has established a long-range goal of enhancing the safety of residents in the public housing communities. Objectives will be to continue existing cooperative relationships and contracting with local police and PA Constables within the confines of budgetary constraints.*
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)  
*Continue to work with the Redevelopment Authority and Community Action Southwest to identify sites/buildings where Head Start Programs can be started/implemented.*
- 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 meaningful community service opportunities that will encourage full time employment.*  
  
*Provide space for social service providers in one or more family developments.*
  - 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:  
*The Housing Authority will continue all measures to insure access to assisted housing regardless of race. The Authority is not contemplating additional efforts in this regard since minorities and other target classes are not underrepresented in Authority units compared to the population as a whole.*

- 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:  
*Develop and implement a strategy and timetable to meet the requirements of Section 504 of the Rehabilitation Act of 1973 to ensure that at least 5% of all public housing units within each development are accessible to persons with mobility impairments.*
- Other: (list below)

*The Housing Authority plans to promote greater resident involvement in matters that effect living conditions in our public housing communities and Section 8 programs. To this end, the Authority has established a goal of working closely with organized Resident Councils and the Resident Advisory Boards to formulate policies and procedures that will benefit both the residents and the Housing Authority. To achieve this goal, and if approved by the residents, the Authority will periodically send a staff representative to scheduled Resident Council and Resident Advisory Board meetings. Additionally, the PHA will encourage participation by the Resident Board member in matters affecting the residents that come before the Housing Authority Board.*

**Washington County Housing Authority Fair Housing Policy**

*It is the policy of the Housing Authority to comply fully with all Federal, State and local nondiscrimination laws and with rules and regulations governing Fair Housing and Equal Opportunity in housing and employment. The PHA will comply with all laws relating to Civil Rights, including:*

*Title VI of the Civil Rights Act of 1964*

*Title VIII of the Civil Rights Act of 1968 (as amended by the Community Development Act of 1974 and the Fair Housing Amendments Act of 1988)*

*Executive Order 11063*

*Section 504 of the Rehabilitation Act of 1973*

*The Age Discrimination Act of 1975*

*Title II of the Americans with Disabilities Act (to the extent that it applies, otherwise Section 504 and the Fair Housing Amendments govern)*

*Any applicable State laws or local ordinances and any legislation protecting individual rights of tenants, applicants or staff that may subsequently be enacted.*

*The PHA shall not discriminate because of race, color, sex, religion, familial status, disability, national origin, marital status, or sexual orientation in the leasing, rental, or other disposition of housing or related facilities, including land, that is part of any project or projects under the PHA's jurisdiction covered by a contract for annual contributions under the United States Housing Act of 1937, as amended, or in the use or occupancy thereof.*

*Posters and housing information are displayed in locations throughout the PHA's office in such a manner as to be easily readable from a wheelchair.*

*To further its commitment to full compliance with applicable Civil Rights laws, the PHA will provide Federal/State/local information to public housing residents regarding "discrimination" and any recourse available to them if they believe they are victims of discrimination. Such information will be made available to them during the resident orientation session.*

*The PHA manages handicapped accessible units for persons with disabilities throughout the County. A list of these units is available upon request. Accessibility for the hearing impaired is provided by the TDD telephone service provider.*

*The PHA shall not, on account of race, color, sex, religion, familial status, disability, national origin, marital status, or sexual orientation:*

*Deny to any family the opportunity to apply for housing, nor deny to any qualified applicant the opportunity to lease housing suitable to its needs;*

*Provide housing that is different from that provided to others;*

*Subject a person to segregation or disparate treatment;*

*Restrict a person's access to any benefit enjoyed by others in connection with the housing program;*

*Treat a person differently in determining eligibility or other requirements for admission; or*

*Deny a person access to the same level of services.*

*The PHA shall not automatically deny admission to a particular group or category of otherwise qualified applicants (e.g., families with children born to unmarried parents, elderly families with pets).*

### **Service and Accommodation Policy**

*This policy is applicable to all situations described in this Admissions and Continued Occupancy Policy when a family initiates contact with the PHA, when the PHA initiates contact with a family including when a family applies, and when the PHA schedules or reschedules appointments of any kind.*

*It is the policy of this PHA to be service-directed in the administration of our housing programs, and to exercise and demonstrate a high level of professionalism while providing housing services to the families within our jurisdiction.*

*It is the policy of the Washington County Housing Authority to provide courteous and efficient service to all applicants for housing assistance. In that regard, the PHA will endeavor to accommodate persons with disabilities, as well as those persons with language and literacy barriers.*

*The PHA's policies and practices will be designed to provide assurances that all persons with disabilities will be provided reasonable accommodation so that they may fully access and utilize the housing program and related services. The availability of specific accommodations will be made known by including notices on PHA forms and letters to all families, and all requests will be verified so that the PHA can properly accommodate the need presented by the disability.*

### **Undue Hardship**

*Requests for reasonable accommodation from persons with disabilities will be granted upon verification that they meet the need presented by the disability and they do not create an "undue financial and administrative burden" for the PHA, meaning an action requiring "significant difficulty or expense."*

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

**Annual PHA Plan**  
**PHA Fiscal Year 2006**  
[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 Quality Housing and Work Responsibility Act of 1998 required all federally funded Housing Authorities, irrespective of size, to develop Annual and a 5-year Plans. These Plans have been the subject of annual Public Hearings and presentations before the constituent Resident Advisory Board. The Fiscal Year 2006 Plan covering the period October 1, 2005 to September 30, 2006 is the sixth Annual Plan that has been developed by the Washington County Housing Authority. The Updated Annual Plan provides interested parties with an overview of Housing Authority operations, programs, projected capital budget expenditures and other significant activities anticipated to take place over the upcoming fiscal year. The 5-Year Plan contains a Mission Statement and broad based goals that the Authority hopes to accomplish. As necessary portions of the 5-year Plan have been updated to accommodate changes that have occurred over time. The Housing Authority's Annual and 5-Year Plans are coordinated with Washington County's Consolidated Plan.*

*During the upcoming 2006 Fiscal Year, two primary goals will drive Housing Authority operations, Vacancy Reduction and Improving Handicapped Accessibility. Working with the U.S. Department of Housing and Urban Development the Housing Authority will develop an action plan to continue to deal with the challenge of vacancy reduction. During the first half of fiscal year 2005, the Authority's vacancy rate has been reduced by 3%. This will include the continuation of identifying units that are obsolete and no longer useful housing resources, a faster turn around time for units recently vacated, as well as streamlining existing admittance procedures.*

*Following 2 years of analysis and discussion with representatives from HUD, the Housing Authority is prepared to begin its implementation plan to bring the Authority in full compliance with current federal guidelines for accessible housing. Strategies and schedules have been developed, financial commitments made and engineering considerations are about to be implemented. Over \$1.4 million in mobility improvements will be made in eight public housing developments throughout the County. Although these improvements vary, generally the impetus is directed toward creating additional units for larger families that have disabled members. To complete these improvements the Authority is committing 20% of its Annual Capital Fund Allocation over the next 6 years. The expenditure of Capital Funds for mobility improvements will have a significant impact on the other capital improvements and general repairs.*

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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## Attachments

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

### Required Attachments:

- A. Deconcentration and Income Mixing (see page 21-22) also contains Admission Policy for Deconcentration
- B. Section 8 Homeownership Capacity Statement
- C. Description of Community Service Requirement Implementation.
  
- D. Pet Policy
- E. Criteria for Substantial Deviation and Significant Amendment or Modification Definition
- F. Section 8 Project Based Voucher Program.
- G. Resident Member of the PHA Governing Board
- H. Membership of the Resident Advisory Board
- I. PHA 5-Year Plan Progress Report
  
- J. Section 504 Implementation Plan
- FY 2005 Capital Fund Program Annual Statement (File Attachment pa018a01)
- FY 2005 Capital Fund Program 5-Year Action Plan (File Attachment pa018b01)

### Optional Attachments:

- PHA Management Organizational Chart
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) Attachment K
- Other (List below, providing each attachment name)

### 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>Related Plan Component</b>
X	PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;	5 Year and Annual Plans
	PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan	Streamlined Annual Plans
X	Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.	5 Year and standard Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA’s public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	Section 8 Administrative Plan (Revision underway-completion in PHA Plan Year 2006)	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method 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 (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any policies governing any Section 8 special housing types <input type="checkbox"/> Check here if included in Section 8 Administrative Plan	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 Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825)	Annual Plan: Capital

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	for any active CIAP grants.	Needs
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
X	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program (Section 21 of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Policy on Ownership of Pets in Public Housing Family	Annual Plan: Pet

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Location
Income <= 30% of AMI	3,506	5	4	3	1	2	2
Income >30% but <=50% of AMI	1,787	5	3	3	1	2	2
Income >50% but <80% of AMI	551	3	3	3	1	2	2
Elderly	1,768	4					
Families with Disabilities	993						
Race/Ethnicity (White)	5,551						
Race/Ethnicity (Black)	175						
Race/Ethnicity (Hispanic)	34						
Race/Ethnicity (Other)	84						

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:
- 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)  
2000 U.S. Census

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	289		131
Extremely low income <=30% AMI	254	87.8	
Very low income (>30% but <=50% AMI)	27	9.3	
Low income (>50% but <80% AMI)	8	2.7	
Families with children	79	27.3	
Elderly families	65	22.4	
Families with Disabilities	43	14.8	
Race/ethnicity (White)	215	74.3	
Race/ethnicity (Black)	74	25.6	
Race/ethnicity (Hispanic)	0		
Race/ethnicity (Other)	0		
Characteristics by Bedroom Size (Public Housing Only)			
1BR	210	72.6	
2 BR	68	23.5	
3 BR	8	2.7	
4 BR	3	1.0	
5 BR			
5+ BR			

**Housing Needs of Families on the Waiting List**

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

If yes:

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

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

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

**Housing Needs of Families on the Waiting List**

Waiting list type: (select one)

- Section 8 tenant-based assistance
- Public Housing
- Combined Section 8 and Public Housing
- Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	276		100
Extremely low income <=30% AMI	38	13.8	
Very low income (>30% but <=50% AMI)	221	80.0	
Low income (>50% but <80% AMI)	17	6.2	
Families with children	160	57.9	
Elderly families	88	31.8	
Families with Disabilities	50	18.1	
Race/ethnicity (White)	190	68.8	
Race/ethnicity (Black)	82	29.7	
Race/ethnicity (Hispanic)	3	1.0	
Race/ethnicity (Other)	1	.1	

Characteristics by Bedroom Size (Public Housing Only)

1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

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

If yes:

How long has it been closed (# of months)? Closed Dec. 31, 2004

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

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

## 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)  
*Expand the use of Section 8 Project Based Assistance in cooperation with the Redevelopment Authority.*

**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)  
*Expand the use of the Section 8 Project Based Program and better serve the elderly residents of the Claysville, Burgettstown and McDonald areas.*

**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.

**Estimates as of April 15, 2005**

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2006 grants)</b>	7,605,832	Public Housing Operations, Capital Improvements and Section 8 Operations
a) Public Housing Operating Fund	1,962,765	
b) Public Housing Capital Fund	1,659,000	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	195, 830	
e) Annual Contributions for Section 8 Tenant-Based Assistance	3,788,237	
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)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>	1,241,202	
2004 Capital Fund	794,770	Public Housing Capital Improvements
2002 Capital Fund	446,432	Public Housing Capital Improvements
<b>3. Public Housing Dwelling Rental Income</b>	1,587,300	Public Housing Capital Improvements/Operation

<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)	79,250	
Vending	67,000	Public Housing Capital Improvements/Operation
Public housing Investments	12,250	Public Housing Capital Improvements/Operation
<b>4. Non-federal sources</b> (list below)		
<b>Total resources</b>	\$10,513,584.00	Public Housing Operations, and Capital Improvements and Section 8 Operations

In June 2005 HUD notified all Public Housing Agencies to anticipate an 11% reduction in their operating subsidy grant beginning in October 2005. Based upon this projected reduction the Housing Authority will transfer some of its operating costs to its capital fund account. Specifically it is the Housing Authority's intention to transfer some costs associated with vacancy reduction, painting and improving units, communications support, anticrime and antidrug activities including security services, and inventory control from the operating account to the capital account. These changes were discussed at the meeting with the Resident Advisory Board and at the Public Hearing.

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

[24 CFR Part 903.7 9 (c)]

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

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

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

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

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

*Eligibility is initially determined at the time of a preliminary application.*

*Following criminal, credit and landlord screening a full application is prepared.*

*Generally, in less than 30 days of the full application, an interview is conducted and full eligibility for admission is determined.*

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)  
*Credit check*  
*Landlord verification*

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

*The Authority currently uses 5 sub-jurisdictional family waiting lists and 4 sub-jurisdictional elderly waiting lists.*

### *Family*

- 1. California*
- 2. Washington/Canonsburg*
- 3. Fredericktown*
- 4. Donora*
- 5. Monongahela*

### *Elderly*

- 1. Washington*
- 2. Bentleyville*
- 3. California*
- 4. North Charleroi*

*During Fiscal Year 2005 the Housing Authority explored the feasibility of converting to site-based waiting lists (12 family waiting lists and 5 elderly waiting lists). Following this analysis it was decided to retain the current sub-jurisdictional waiting lists (identified above) for the foreseeable future. The Authority believes the current system is working and the additional staff and financial resources necessary to convert and operate a site based waiting list outweighed any advantages.*

- 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)

*Applications are available through Connect Inc., a non-profit emergency housing provider, the Washington Hospital and the Washington County Human Services Agency. Persons with computer access can obtain an application over the Housing Authority's internet web site.*

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

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

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

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

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

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

### **(3) Assignment**

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

- One
- Two
- Three or More

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
  
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Other preferences: (select below)

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

- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

## 2 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- (1)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)
- (1)Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- (1)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

*The Authority distributes an updated version of the “Resident Handbook”. A separate handbook is available for new family and elderly residents. These “Plain English” booklets explain the lease as well as the rules and regulations associated with living in public housing.*

- Other source (list)
  - Flat Rent- Income Based Rent Option Form*
  - “Things You Should Know” information sheet -Situations/reasons for eviction*
  - Packet of information on admission criteria, lead based paint, housekeeping and rental payments.*
  - “Danger in the Home” booklet*

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?

**Deconcentration Policy for Covered Developments**

Development Name:	Number of Units	Explanation (if any)	Deconcentration policy (if no explanation) (see step 5 at 903.2(c)(1)(v))
Jollick Manor (17-8)	100	Below 85%	Target Higher Income

*No development with 100 or more units(24 CFR 903.2), designated higher income (at or above 115% of the EIR) is at or below the 30% of area median income (2/11/05) of \$16,605. (24CFR Part 903)*

*The Authority’s Deconcentration Policy will be amended annually through the Resolution adopting the Annual Plan. This will allow for changes in the developments determined to be above or below the established income range.*

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

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

Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:  
*Jollick Manor*

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

Other (list policies and developments targeted below)

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

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

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

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

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

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).**

*During the 2006 Plan year staff will complete a review and where applicable update the Section 8 Administrative Plan.*

### (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)  
*The Housing Authority provides prior address and former landlord's name.*

### (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)  
*Application can be made at any public housing site office. Application forms are available on the Housing Authority's web site or can be requested by phone or mail.*

**(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:

*The Housing Authority currently gives one extension of 30 days, an additional 30 day extension is granted for extreme situations and circumstances.*

**(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.

2 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

- 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**

*If funding is available the Housing Authority will explore the use of Special Purpose Section 8 Assistance Programs during the FY 2006 program year.*

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)]

*The Housing Authority and HUD are concerned that all family income is not being properly reported. Public Housing and Section 8 tenants are reminded that HUD regulations, 24 CFR Parts 960.259 (c) and 982.516 (a) in addition to local Policy require the Housing Authority to obtain and document in the tenant files, independent third party verification of reported family income, the value of assets, expenses related to deductions from income and other factors affecting adjusted income. During the 2005 Plan Year, the Housing Authority instituted new third party verification procedures to ensure that federal income reporting requirements are met. These third party verifications ( through the PA Dept of Welfare) will continue into the foreseeable future.*

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

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

*In accordance with 24 CFR Part 960.253 the Housing Authority will continue to give families occupying public housing the opportunity to choose between two methods of determining the amount of tenant rent payable monthly by the family. The family may choose to pay either a flat rent or an income-based rent.*

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

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

- For the earned income of a previously unemployed household member
- For increases in earned income (*as long as same source as originally reported*)
- 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 (*full time students, disabled, see Admissions and Continued Occupancy Policy*)

- 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 (*if a new source of income*)
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- Other (list below)  
*Family composition*

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)  
*Although the great majority of the County falls at or below 100% of the FMR, the Housing Authority does utilize a 3 - tier payment standard, based on community income/housing costs. The low payment standard (90% of FMR) applies to the Coal Center Borough area, The seldom used high payment standard (110% of FMR) applies to the Peters Township, North Strabane Township and the Greenhills Borough area. The third tier (100% of FMR) is the remainder of the County.*

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

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

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

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

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

- Annually
- Other (list below)

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

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

## **(2) Minimum Rent**

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

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

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

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

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

Describe the PHA's management structure and organization.

(select one)

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



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

*The Authority is divided into five Departments; Public Housing Management, Public Housing Maintenance, Section 8, Accounting, and Purchasing. The five Department heads report directly to the Executive Director or Deputy Executive Director. The Executive Director is responsible to the appointed Board of Directors.*

### **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	943	131
Section 8 Vouchers	936 (includes 33 units in John Lignelli Manor)	100
Section 8 Certificates		
Section 8 Mod Rehab	8	1
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		
Section 8 Project Based	Monongahela Manor 72 John Lignelli Manor 42 (33 Project Based)	7 3

### **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)

*The 24 person Maintenance Division is under the overall supervision of a Superintendent who is responsible for the supervision of employees in receiving and completing work orders, annual inspections of the units, lawn care, snow removal and preventive maintenance functions. The Maintenance Division also provides inspection support to the Section 8 Office. All rules, standards and policies are maintained in the PHA's main office, with specific instructions at the maintenance offices. These documents include:*

*Washington County Housing Authority Personnel Policy*

*Washington County PHA Maintenance Policies and Procedures Manual (located in all Field Maintenance Offices)( Based on time availability, this document will be reviewed and updated during the 2006 Plan Year).*

*PHA Housing Quality Standards*

*Washington County Housing Authority Labor Management Agreement*

*Housing Authority Maintenance staff perform pest control. Annual and move-in/move-out pest control inspections are performed. Spraying and fumigating is performed every 4 months or as needed. Termite spraying is performed by a private contractor on a complaint basis.*

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

*Section 8 Administrative Plan*

*Housing Quality Standards*

*Packet of information containing:*

*"A Good Place to Live" publication*

*"Health Home" Publication*

*"Housing Choices", a Guide Book on the Housing Choice Voucher Program by Nan McKay*

*Family Obligations*

*Discrimination - identifying and reporting Information*

*Community Information and Amenities*

*Protecting Your Family from Lead.*

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

### **A. Public Housing**

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- PHA main administrative office
  - PHA development management offices
  - Other (list below)

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

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

If yes, list additions to federal requirements below:

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

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

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

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

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

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

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) pa017a01 (*Also appears as an Attachment to this document*)  
*The Housing Authority is reserving the right to use up to 20% of the 2006 Capital Fund Allocation for Operating Fund expenses as provided under Part I, Section 9 of the U.S. Housing Act, as amended. (Section 519 (g) (1) of the QHWRA)*  
-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) pa018b01 (*Also appears as an Attachment to this document*)  
-or-

-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:  
*Although the Authority believes that all anticipated replacement activities have been identified, it will reserve the right to undertake other public housing or replacement activities if /when the opportunity develops.*

## **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.)

*During FY 2006 the Housing Authority will consider additional demolition activities. New demolition activities will be explored in Maple Terrace, Valley View Terrace and Frederick Terrace and perhaps in Donora Scattered Sites.*

1. *Further analysis related to demolition in Maple Terrace, as discussed in the 2005 PHA Plan, determined that demolition was not warranted at this time. Building conditions have been reevaluated and occupancy is beginning to increase.*
2. *In Valley View Terrace demolition of a building to support the Head Start program will be considered.*
3. *With limited to no interest in moving to and occupying public housing units in Frederick Terrace and the flooding and related problems associated with the steep topography, the Housing Authority is considering demolition of up to 3 buildings. Based on further site reviews and analysis additional building could be identified for demolition at a later date.*
4. *Engineering analysis will be undertaken to determine if severely damaged buildings at Donora Scattered Sites (17-16), can be economically repaired or if demolition is warranted.*
5. *The demolition of the unoccupiable units above the handicapped units in Highland Terrace and Maple Terrace will again be explored in the 2006 Plan year. Appropriate applications will be developed as necessary.*
6. *The Authority will explore the disposition or conversion of non-dwelling/green space in the Jollick Manor development to accommodate a playground that will serve the recreational needs of an adjacent Head Start Program Center as well as children from Jollick.*
7. *The 2005 Plan discussed the Housing Authority exercising either a Disposition or Conversion option in the development of a Head Start Program Center at Highland Terrace. Following discussions with Community Action Southwest it was decided to proceed with the Conversion option. No disposition is planned relative to Head Start in Highland Terrace.*
8. *During the 2006 Plan Year the Authority will evaluate and take action, if necessary, on the requests of residents, police and constables, and social service agencies for the disposition/conversion of space for non-dwelling purposes.*

*Application(s) to obtain HUD approval to undertake demolition in the above developments may be submitted to HUD following feasibility analysis and required resident consultation. Hope VI applications used to secure funding for demolition may also be submitted to HUD following receipt of the authorization to demolish.*

*The 2005 Plan discussed the possibility of obtaining HUD financial assistance from the Hope VI program to demolish "approved" buildings in Maple Terrace, Highland Terrace and Frederick Terrace. Those funds have been received and demolition is planned to begin during the summer of 2005.*

*Lastly, the Housing Authority is reserving its option to demolish units under the de minimus exception for demolition provided by the QHWRA.*

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: Frederick Terrace 1b. Development (project) number: PA02817003
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>PHA Fiscal Year 2005/2006</u>
5. Number of units affected: Partial demolition up to 3 buildings
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development (may be partial demolition based on further evaluation)
7. Timeline for activity: a. Actual or projected start date of activity: <u>Date not established</u> b. Projected end date of activity:

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	Valley View Terrace
1b. Development (project) number:	PA02817005
2. Activity type:	Demolition <input checked="" type="checkbox"/> To support existing Head Start Center Disposition <input type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	<u>PHA Fiscal Year 2005/2006.</u>
5. Number of units affected:	1 building - 6 units
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development (B-2) <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: <u>Date not established</u> b. Projected end date of activity:

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	Frederick Terrace
1b. Development (project) number:	PA02817003
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one)	Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	<u>Approved -September 13, 2001</u>
5. Number of units affected:	6
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: July 2005 b. Projected end date of activity: December 2005

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	Highland Terrace
1b. Development (project) number:	PA02817004
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one)	Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	<u>Approved-February 18, 2004</u>
5. Number of units affected:	1 building - 6 units
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: July 2005 b. Projected end date of activity: December 2005

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	Maple Terrace
1b. Development (project) number:	PA02817001
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one)	Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	<u>Approved-February 18, 2004</u>
5. Number of units affected:	1 buildings to suport Head Start Center Parking
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: July 2005 b. Projected end date of activity: December 2005

<b>Demolition/Disposition Activity Description</b>	
1a. Development name: Donora Scattered Sites	
1b. Development (project) number: PA02817006	
2. Activity type: Demolition <input checked="" type="checkbox"/> (To eliminate up to 2 units that are vacant, unsafe and perhaps structurally unsound)	
Disposition <input type="checkbox"/>	
3. Application status (select one)	
Approved <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input checked="" type="checkbox"/> (Based on Engineering analysis)	
4. Date application approved, submitted, or planned for submission:	
<u>During the 2006 Plan Year</u>	
5. Number of units affected: 2 units	
6. Coverage of action (select one)	
<input checked="" type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	
7. Timeline for activity:	
a. Actual or projected start date of activity: <u>Date not established</u>	
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:    )

Units addressed in a pending or approved HOPE VI Revitalization Plan  
(date submitted or approved:    )

Requirements no longer applicable: vacancy rates are less than 10 percent

Requirements no longer applicable: site now has less than 300 units

Other: (describe below)

*24 CFR Part 972.200 Subpart B and HUD regulations required Housing Authorities to undertake a Required Initial Assessment of all family developments to determine if conversion was/is appropriate. Para.(e) requires that the Certification associated with the Initial Assessment be included in the PHA Plan following completion of the Assessment. The Washington County Housing Authority Certification appeared in the 2003 PHA Plan.*

a. How many of the PHA’s developments are subject to the Required Initial Assessments? 11

b. How many of the PHA’ developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not generally occupancy projects)? 0

c. How many assessments were conducted for the PHA’s covered developments? 11

d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessment:

***No development was identified for conversion***

Development Name	Number of Units

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

*Based upon the Housing Authority's September 21, 2001 Required Initial Assessment, conversion of any of the 11 family developments was not cost effective and therefore inappropriate at that time.*

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

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

*HUD Regulations implementing Section 33 of the 1937 Housing Act are contained in 24 CFR Part 972. These regulations require Housing Authorities to develop Conversion Plans and convert generally occupancy public housing developments to tenant based assistance (Section 8) **if** specific criteria is evident. That criterion is enumerated at 24CFR Part 972.124. The required conversion is directed at family public housing developments with 250 or more units (contiguous projects count as a single development). Other criteria including specified vacancy rates over defined periods must also be evident. Following a review of all general occupancy public housing developments the Housing Authority has determined **NO** development(s) meet the current threshold requirement for required conversion*

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

[24 CFR Part 903.7 9 (k)]

### **A. Public Housing**

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

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

2. Activity Description

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

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

## B. Section 8 Tenant Based Assistance

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

2. Program Description:

*The Housing Authority has taken steps to initiate a Housing Choice Voucher Homeownership Program through the preparation of a program outline. This outline includes discussions on: participation qualifications, time frame for utilization, portability, permitted ownership arrangements, contract for sale and inspection, financing, length and continuation of assistance, family obligations, assistance payments, lease to purchase and defaults. The Housing Authority's Housing Choice Voucher Homeownership Program capacity statements appears as Attachment C to this Plan. These statements along with the program outline support the Authority's capacity to successfully operate a Housing Choice Voucher Homeownership Program. Regulatory changes have slowed the start of this activity. Implementation of the Housing Choice Voucher Homeownership Program will be established when federal regulations are issued.*

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.

### **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?

*September 30, 2003*

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

- Client referrals  
*If appropriate and requested, clients are referred by the Authority to the TANF Agency at the time a housing application is received. Referrals from the TANF to the Authority usually take place at the time assistance is requested by the family from the TANF.*
- 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  
*The Housing Authority has and will continue to serve as an intake and referral agency for all of the social services provided by the TANF Agency.*
- 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

*The Housing Authority no longer automatically increases tenant rents when an unemployed person gains employment or an employed resident receives an increase in income. Increases in income are disregarded for the first 12 months. For the following 12 months, only 50% of the increase in income is considered in calculating rent. Following this 24-month period, rent is calculated using the resident's income at that time. This disregard of income policy cannot exceed 48 months in total.*

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

b. Economic and Social self-sufficiency programs

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

*The Deputy Executive Director serves on Community Action Southwest’s Head Start and Early Head Start Policy Council. Through this Council comprehensive child development programs throughout Washington and Greene counties are coordinated. In addition, the Deputy has been appointed to serve on the Council’s Personnel Committee. During the 2005 calendar year, much of the Council discussions centered on the opening of the Maple Terrace Head Start Center and the development of a new Head Start Program at Highland Terrace.*

*The Supervisory Occupancy Specialist represents the Housing Authority on the Southwestern PA Area Agency on the Aging. This organization is in the process of establishing a Local Housing Options Team. Through this coalition of local service providers, gaps in resources will be identified and solutions developed to address housing needs of older adults and persons with disabilities.*

*The Housing Authority has developed a Directory of Social Services available to Public Housing and Section 8 Residents. Emphasis has been placed on identifying providers within close proximity of PHA developments. The following chart is a summary of the services contained in the Directory.*

*The PHA serves in an intake and referral capacity for many of these programs. In some situations, residents are encouraged or feel more comfortable in dealing directly with the service provider.*

*Washington County Human Services Agencies have recently developed a new publication dealing with services available to County residents. During the 2006 Plan Year the Authority will secure and begin using this new publication. This document will replace the current Directory of Social Services.*

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Aging Services: adult protective services, health insurance counseling, postal carrier alert, domiciliary care, family caregiver support, health promotion, legal services, respite care, senior employment, ombudsman, care management, home delivered meals, home support, personal care, attendant care, adult day care.	varies	specific criteria/need	development office/provider	both
Basic Subsistence Needs: cash assistance, medical assistance, energy assistance clothing, food, furniture, medical transportation.	varies	specific criteria/need	development office/provider	both
Disability Services: technology, employment training, life skills training, sheltered workshops, disability management, residential programs, social events, information, transportation, advocacy.	varies	specific criteria	development office/provider	both
Emergency Services: disaster, homelessness, housing, food, finances, shelter for victims of domestic violence	varies	specific criteria/need	development office/provider.	both
Independent Living Facilities: Apartments for elderly/disabled who meet HUD income guidelines, including PHA owned.	varies	specific criteria/need	development office/provider	both
Libraries: availability to tenants	varies	all	development office/provider	both
Medical Services: medical service providers and resources, medical information, evaluation, referrals, support groups.	varies	need	development office/provider	both

Mental Health/Mental Retardation Services: service providers and resources, housing resources, support groups.	varies	need	development office/provider	both
Transportation Services: air ambulance, medical, work related, elderly, handicapped transportation.	varies	need	development office/provider	both
Veterans Services: acute care, adult day care, mental health clinic, respite care, homeless chronically ill, domestic relations, Ex-POW, substance abuse treatment, disabled veterans, outreach, paralyzed veterans, financial assistance, support group, employment counseling, transportation.	varies	specific criteria	development office/provider	both
Volunteer Resources: senior volunteers, senior companionship, volunteer resources.	varies	all	development office/provider	both

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

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: 01/04/2005)
Public Housing		
Section 8	19	3

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

If no, list steps the PHA will take below:

1. *A color tri-fold Brochure explaining the FSS Program has been developed and will be distributed to all Section 8 participants.*
2. *A Survey Form, with a self-addressed return envelope will accompany the Brochure. The Survey will attempt to determine initial interest in the FSS Program. Potential participants who respond to the Survey will be sent a full application form and a personal visit will then be scheduled. A copy of the Brochure appears as Attachment L to this Plan.*

- 3 *During the 2005 Plan Year the Authority entered into a no cost agreement with Community Action Southwest to assist with the implementation of the FSS Program. Through their "Life skills", parenting, budgeting and related courses it is hoped more residents will be interested in and the success rate will increase for FSS participants.*
4. *During the 2006 Plan Year the Authority will attempt to have the number of Housing Authority FSS participants reduced from 19 to 10.*

**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.

*When requested by the TANF*

- 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)

<p><b>D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937</b></p>
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*Section 12 (c) of the U.S. Housing Act, enacted as Section 512 of the Quality Housing and Work Responsibility Act of 1998 contained a community service and self-sufficiency requirement that every adult resident of public housing contribute eight hours of community service each month, or participate in an economic self-sufficiency program for eight hours each month.*

*The Housing Authority's Community Service and Self- Sufficiency Policy appears as Attachment C to this Plan.*

### **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.

*In 2002 the Public Housing Drug Elimination Program (PHDEP) was terminated. This program provided federal funding to Housing Authorities for drug elimination programming. Since that time the Housing Authority has continued to fund, through the Capital Fund Program, many of the core activities developed under the PHDEP.*

#### **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  
*Varies significantly by development.*
- Observed lower-level crime, vandalism and/or graffiti  
*Graffiti and other vandalism are generally aimed at vacant units. Maintenance Staff note a correlation between reduced graffiti/vandalism and reduced occupancy.*
- 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  
*The Housing Authority believes this is mostly a perceived issue. Experience has indicated that proximity to family, Doctors, and employment are overriding considerations when choosing a public housing development.*
- Other (describe below)

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

- Safety and security survey of residents  
*The Housing Authority uses the results and information from the Resident Service and Satisfaction Survey that is sent annually to the residents by HUD.*
- Analysis of crime statistics over time for crimes committed "in and around" public Housing Authority  
*The Authority receives and reviews Police Incident Reports from the Boroughs of Canonsburg and Donora and the City of Washington. In addition the Authority*

*receives PA Constable Service Reports for incidents in the City of Washington. Other reports are obtained as necessary.*

- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports  
*Resident Managers and Maintenance Staff.*
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

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

*Lincoln Terrace  
Maple Terrace  
Maple Terrace View  
Valley View Terrace  
Highland Terrace  
Jolick Manor*

**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  
*In prior years improvements designed to prevent crime were initiated and completed using both PHDEP and Capital funding. These improvements included increased illumination, selected reduction of trees and shrubbery; improved door locks and increased security at each development's Managers Office, an upgrade to the entrance security card system in the elderly developments and others. The maintenance and upkeep of these improvements will continue as a priority into the foreseeable future.*

*During the 2006 Plan Year additional lighting improvements will be provided at Jolick Manor.*

- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program

*The Authority will continue to work with all Resident Councils to increase resident awareness by encouraging residents to be more alert to potential security problems such as open doors and unsecured valuables. "Courtesy Patrols", made up of development residents, that have been very successful in the elderly developments will be continued.*



*Other (describe below)*

*The Housing Authority has and will continue its commitment to resident safety through the installation of security camera and upgraded digital recorders. Although the recent incident at Bassettown Manor indicated that resident vigilance is paramount in building safety the Authority is continuing its program of video surveillance. Based on the availability of funds the following improvements are scheduled for the 2006 Plan Year:*

- 1. Bentley Tower- additional cameras and digital recorder*
- 2. Crumrine Tower- cameras and digital recorder*
- 3. Bassettown Manor- additional cameras.*
- 4. Nathan Goeff- additional cameras*
- 5. Valley View Terrace- cameras*

*In its continuing efforts to increase security the Authority will continue the following:*

*1 Strike and You Are Out Policy.*

*Strict enforcement of NO TRESPASS NOTICE (on all PHA property).*

*Implementation of above base level police patrols and the addition of patrol services through the PA Constable Service.*

*Interaction with tenants where credibility/confidentiality is established and submission of "Silent Complaint Forms" increases.*

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

*Lincoln Terrace*

*Maple Terrace*

*Highland Terrace*

*Valley View Terrace*

*Jollick Manor/Crumrine Tower*

*Bentley Tower*

*Bassettown Manor*

*Nathan Goeff*

### 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  
*Most meetings with PHA operations staff are informal and incident related.  
Meeting between police and Resident Councils are by request.*
  
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services  
*Formal agreements with local law enforcement agencies have been established in Donora (Jan. 1993) and Canonsburg (Sept. 1995). These Agreements will be continued through the 2006 program year.*  
  
*The Authority continues to have considerable success using the safety and security services provided by the Pennsylvania Constable Service. Based upon the availability of funds, the use of constable patrols in the Housing Authority's developments in the City of Washington will again be considered.*
  
- Other activities (list below)

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

*Highland Terrace  
Donora Scattered Sites  
Valley View Terrace  
Canonsburg Scattered Sites  
Lincoln Terrace  
Maple Terrace  
Maple Terrace View  
Highland Avenue Apartments  
Crumrine Tower/Jollick Manor*

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

PHAs eligible for FY 2005 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

*PHDEP no longer applicable*

- 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)]

*A copy of the Washington County Housing Authority Pet Policy is included part of this Plan as a Supporting Document Available for Review.*

*A one page Statement (synopsis) of the Pet Policy is included as Attachment E to this Plan.*

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

*To be implemented following issuance of final rules*

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

*Recipients of Federal funding including the Housing Authority are obligated by federal law, specifically the Architectural Barriers Act of 1968, the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 to comply with various provisions of those laws.*

*In Notice PIH 2002-01 HA published by HUD's Office of Public and Indian Housing on January 22, 2002, public housing agencies were reminded of their responsibilities under Section 504 of the Rehabilitation Act of 1973 and 24 CFR Part 8 to ensure that at least 5% of all public housing units within each development are accessible to persons with mobility impairments.*

*For the Housing Authority to meet it's statutory responsibility a Needs Assessment and specifically a Transition and Implementation Plan was developed that when implemented would bring the Housing Authority into compliance with the above mentioned Section 504 of the Rehabilitation Act of 1973*

*In an effort to assure that all public housing developments are handicap accessible, the Housing Authority contracted with Mavrovic Architects to undertake the Needs Assessment. The study, which included a photographic analysis of current conditions was originally completed in FY 2003. The assessment identified deficiencies and non-compliant elements throughout the various public housing developments. Following a review of this analysis, HUD required modification and inclusion of cost estimates necessary to correct any deficiencies. The revisions, cost estimates, priorities and the*

*required 504 Implementation and Transition Plan were forwarded to HUD in January 2004. The Authority received approval of its proposed improvements in December 2004. Implementation of high priority deficiencies have been programmed into the Annual and 5-Year Capital Fund Plans. Based on a current cost estimate of \$1.4 million, it will take 6 years to complete all identified improvements. The 504 Transition Plan appears as Attachment J to this Plan.*

*The Housing Authority currently has 53 handicapped units, upon the completion of the accessibility improvements the number of accessible units will increase by 5 to 58. All units will met the current federal standards (UFAS) for accessible housing. By combining existing adjacent vacant units, new large family handicapped accessibility units will be created in California Terrace, Maple Terrace, Valley View Terrace, Highland Terrace, Jollick Manor, and Frederick Terrace. Other recommendations of the analysis deal with installing lever door handles, lever type faucets and similar types of improvements throughout many of the developments. The Housing Authority is committing up to 20% its annual Capital Fund allocation toward these improvements.*

*The 2004 Plan discussed the Housing Authority undertaking a feasibility analysis to determine the possibility of undertaking a Section 8 Project Based development in the Burgettstown area. The development financing was to be modeled after John Lignelli Manor in New Eagle. In 2005 the Authority had determined that the Burgettstown project was not feasible due to questions related to long term financing as well as site problems. Recently, the Redevelopment Authority has committed additional funds to this effort with the Housing Authority only responsible for providing the Section 8 Vouchers. With this new financing mechanism and a lesser financial role, the Housing Authority will participate in this development. Construction will be dictated by the funding available from the Redevelopment Authority.*

*In addition, the Housing Authority and the Redevelopment Authority will team for a similar anticipated development in Claysville. As with Burgettstown the Housing Authority will provide the Section 8 Project Based Vouchers.*

*During the 2006 Plan year, the Housing Authority will explore the feasibility of participating as a partner in the development of senior housing in McDonald.*

*Lastly, the Authority may consider the creation of additional non-profit entities, or the use of an existing non-profit organization to acquire additional senior housing in various Washington County communities.*

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: *See Attachment K*
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

*The Housing Authority notified residents that an opportunity existed to serve on the Board of the Housing Authority. Three self-nominations were received. The three names were forwarded to the elected Board of Washington County Commissioners. The Commissioners appointed one of the residents to a four-year term on the Housing Authority Board effective January 2000.*

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

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

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

1. Consolidated Plan jurisdiction: (provide name here)

*Washington County, Pennsylvania*

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)

(Consolidated Plan objectives are underlined)

*Assistance to the Elderly/Frail Elderly and Tenant Based Rental Assistance The Housing Authority has committed its involvement, through the Section 8 Project Based Voucher Program, to assist in the development of senior housing in the communities of Burgettstown and Claysville. In addition with the recent increase of 56 Vouchers, the Authority will continuing to expand the Section 8 rental assistance program as supported in the Consolidated Plan initiatives.*

*Improving the Quality of Life of Residents of Public Housing. - Through the implementation of the Authority's Capital Fund Program and continued maintenance efforts, the overall livability and quality of life of residents has been positively impacted. The creation of Head Start Programs in Valley View*

*Terrace, Maple Terrace and Highland Terrace are positive examples of improved community life. Additionally, the anticipated completion of demolition activities at Frederick Terrace, Maple Terrace and Highland Terrace as well as additional proposed demolition initiatives, all aimed at reducing density and eliminating obsolete buildings, will add to the quality of life of residents living in these developments as well as residents living in contiguous neighborhoods. The Authority will also continue Section 8 inspections that support the County's objective of reducing lead based paint hazards.*

*Homebuyers Assistance - By establishing a Section 8 homeownership program for interested Section 8 tenants, the most needy will have an opportunity to explore homeownership.*

*Tenant Based Rental Assistance – The Housing Authority's commitment to continuing to administer the Section 8 Program serves as the principal mechanism to meet the Consolidated Plan objective of providing Tenant Based Assistance. The Housing Authority's Section 8-Housing Choice Voucher Program now serves over 900 Washington County families.*

Other: (list below)

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

*The Consolidated Plan supports the PHA's efforts in meeting low income housing needs through the support of the expanded use of the Section 8 tenant based rental assistance program.*

*The technical assistance and grantsmanship provided by the County Redevelopment Authority in assisting with the creation of the New Eagle Housing Development Corporation and the development of 42 elderly housing units have created additional housing opportunities for low-income individuals.*

*The County, through the Redevelopment Authority, has a history of supporting PHA activities including establishing Head Start Programs at Valley View Terrace, Maple Terrace, and Highland Terrace, parking lot rehabilitation and elevator renewal at Monongahela Manor, air conditioning at Bassettown Manor, and numerous other improvements that have positively effected the livability of the Housing Authority's public housing developments.*

*The County, through the Block Grant Program, spends millions annually in water and sewer and public facility improvements in municipalities where public*

*housing is located. These funds directly and indirectly affect public housing residents through the improvements to the municipal infrastructure.*

**D. Other Information Required by HUD**

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

## Attachments

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

### **Attachment A.**

#### **Deconcentration and Income Mixing**

The required questions and answers dealing with Deconcentration and Income mixing can be found on page 21 of the Annual Plan.

The final rule dealing with the economic deconcentration of poverty in public housing was issued by HUD on December 22, 2000. This rule requires Housing Authorities to:

1. Survey all families residing in covered developments (this generally means family developments as opposed to elderly) to determine the average income of the tenants.
2. Determine the average income of all families residing in each separate development.
3. Finally, determine the established income range that is defined as those covered developments where the average income is between 85% and 115% (inclusive of those percentages) of the PHA wide averages for all covered developments.

The final rule was amended on August 6, 2002 to include a provision that developments with an average family income at or below 30 percent of the area median income should not be categorized as higher income.

The Housing Authority has incorporated the federal requirements concerning deconcentration into a newly revised Admissions and Continued Occupancy Policy. That Policy and the computations relative to determining the need to deconcentrate follow this brief discussion of the deconcentration requirements.

## **Admission Policy for Deconcentration**

### **Washington County Housing Authority Economic Deconcentration Program and Policy**

The Quality Housing and Work Responsibility Act (QHWRA) became law in October 1998. Many of the provisions of this Act are revisions to the United States Housing Act of 1937 (USHA) which has guided public housing policy for over 60 years.

One of the purposes of the QHWRA is to facilitate the balance of mixed income families in assisted communities in order to decrease the concentration of poverty in public housing. Section 513 of the QHWRA establishes, among other things, "annual requirements for admitting families with incomes below 30% of area median income, and related income targeting requirements."

In as much as the concentration of low-income families is now prohibited in public housing, Housing Authorities must develop an Admission Policy designed to provide for deconcentration of poverty and income mixing by bringing higher income tenants into lower income public housing projects and bringing lower income tenants into higher income public housing projects.

To further this objective the following rule has been established taking into account HUD's final rule published on this subject and dated December 22, 2000:

With respect to income targeting, the general rule is that in each fiscal year, at least 40% of families admitted to public housing by a PHA must have incomes that do not exceed 30% of area median. The "fungibility" provisions allow a PHA to admit less than 40% of families with incomes below 30% of median (very poor families) in a fiscal year, to the extent the PHA has provided more than 75% of newly available (Section 8) vouchers and certificates (including those resulting from turnover) to very poor families.

In August 2002 HUD's Deconcentration rules changed to indicate that developments with an average family income at or below 30% of the area median income should not be categorized as higher income.

PHAs are permitted to consider a number of approaches in designing an Admission Policy to achieve the goals of deconcentration and income mixing, included are the use of skipping over certain families on the waiting lists based on incomes; the establishment of certain preferences such as worker preferences; appropriate affirmative marketing efforts; additional applicant consultation and information; provision of additional supportive services and amenities; and rent incentives authorized by the QHWRA. Site based waiting lists may also be used as an integral part of the Admissions Policy to promote deconcentration.

To implement these requirements Housing Authorities must:

Determine and compare the average tenant family incomes of each family development; and

Consider what Admission Policy measures or incentives, if any, will be needed to bring higher income families into lower income developments and lower income families into higher income developments. PHA policies must devote appropriate attention to both of these goals. PHA policies must affirmatively further fair housing

Following is the Washington County Deconcentration Policy as it appears in the newly adopted (February 2005) Admissions and Continued Occupancy Policy

### **DECONCENTRATION OF POVERTY AND INCOME-MIXING**

The PHA's admission policy is designed to provide for deconcentration of poverty and income-mixing by bringing higher income tenants into lower income projects and lower income tenants into higher income projects.

Nothing in the deconcentration policy relieves the PHA of the obligation to meet the income targeting requirement.

Gross annual income is used for income limits at admission and for income-mixing purposes.

#### **Deconcentration and Income-Mixing Goals**

The PHA's deconcentration and income-mixing goal, in conjunction with the requirement to target at least 40 percent of new admissions to public housing in each fiscal year to "extremely low-income families", will be to admit families above the PHA's Established Income Range (EIR) to developments below the EIR, and families below the PHA's EIR to developments above the EIR.

Deconcentration applies to transfer families as well as applicant families.

#### **Deconcentration Applicability**

The PHA has covered developments (general occupancy, family developments) subject to the deconcentration requirement. These covered developments are described in the PHA Plan.

#### **Project Designation Methodology**

Annually, the PHA will determine the average income of all families residing in general occupancy developments

The PHA will then determine the average income of all families residing in each general occupancy development.

The PHA will then determine whether each general occupancy development falls above, within or below the Established Income Range (EIR).

The EIR is 85 percent to 115 percent (inclusive of 85 percent and 115 percent) of the PHA-wide average income for general occupancy developments.

If a covered development is both below the 30 percent area-wide median and above the 115 percent income average for PHA-wide covered developments, it will be considered to be within the EIR.

The PHA will then determine whether or not developments outside the EIR are consistent with local goals and strategies in the PHA Plan. Any deconcentration policy as needed is described in the PHA Plan.

### **Deconcentration Policy**

If, at annual review, there are found to be development(s) with average income above or below the EIR, and where the income profile for a general occupancy development above or below the EIR is not explained or justified in the PHA Plan, the PHA shall list these covered developments in the PHA Annual Plan.

The PHA shall adhere to the following policies for deconcentration of poverty and income mixing in applicable developments:

Skipping a family on the waiting list or transfer list to reach another family in an effort to further the goals of the PHA's deconcentration policy:

If a unit becomes available at a development below the EIR, the first eligible family on the waiting list or transfer list with income above the EIR will be offered the unit. If that family refuses the unit, the next eligible family on the waiting list [or transfer list] with income above the EIR will be offered the unit. The process will continue in this order. For the available unit at the development below the EIR, if there is no family on the waiting list or transfer list with income above the EIR, or no family with income above the EIR accepts the offer, then the unit will be offered to the first eligible family on the waiting list or transfer list in preference order regardless of income.

If a unit becomes available at a development above the EIR, the first eligible family on the waiting list or transfer list with income below the EIR will be offered the unit. If that family refuses the unit, the next eligible family on the waiting list or transfer list with income below the EIR will be offered the unit. The process will continue in this order. For the available unit at the development above the EIR, if there is no family on the waiting list or transfer list with income below the EIR, or no family with income below the EIR accepts the offer, then the unit will be offered to the first eligible family on the waiting list or transfer list in preference order regardless of income.

Skipping of families for deconcentration purposes will be applied uniformly to all families.

A family has the sole discretion whether to accept an offer of a unit made under the PHA's deconcentration policy. The PHA shall not take any adverse action toward any eligible family for choosing not to accept an offer of a unit under the PHA's deconcentration policy. However, the PHA shall uniformly limit the

number of offers received by applicants and transfer families, described in this Chapter.

The PHA shall establish a preference for admission of working families in covered developments below the EIR.

### **Deconcentration Compliance**

If, at annual review, the average incomes at all general occupancy developments are within the Established Income Range, the PHA will be considered to be in compliance with the deconcentration requirement.

### **2005 Examination of Tenant Rents**

Each year, as part of the Annual Plan Process, the Housing Authority reviews the average tenant family income of each family development and makes changes and adjustments to the targeted developments as the data indicates.

The Washington County Housing Authority has performed (April 2005) the required analysis and determined the average income of tenants in all occupied family units is \$10,720.00. The established income range was determined to be between \$9,112.00 and \$12,328.00. In comparing the average incomes for each individual family development against the established income range (and taking into consideration both the 100 unit development limitation and the August 6, 2002 "30%" rule), no development is categorized as higher income.

Jollick Manor with an average income of \$8,935.00 is below the established income range and are therefore targeted for higher income families for the 2006 Fiscal Year.

Effective 1/28/2005 the median income for Washington County is \$55,350.  
 $\$55,100 \times 30\% = \$16,605.00$

Targeted for higher income residents

Jollick Manor

## **Attachment B.**

### **Section 8 Homeownership Capacity Statement**

As stated in Component 11, Page 53 of the PHA Plan:

The Housing Authority has initiated the Section 8 Homeownership Program through the preparation of a program outline. This outline includes discussions on: participation qualifications, time frame for utilization, portability, permitted ownership arrangements, contract for sale and inspection, financing, length and continuation of assistance, family obligations, assistance payments, lease to purchase and defaults. The program outline supports the Authority's capacity to successfully operate a Section 8 homeownership program. Regulatory changes have slowed the implementation of the start of this activity. The startup of the Section 8 Homeownership is projected to start in the 2005 Plan Year.

"In addition, the following has been added to the Section 8 Homeownership Program to further meet the Homeownership Capacity Statement Requirement, of 24 CFR part 982.625 (D) (3), effective October 12, 2000:

The Section 8 Homeownership Program Outline referred to above establishes a minimum homeownership downpayment requirement of at least 3% and requires that at least 1% of the downpayment come from the family's resources.

The Section 8 Homeownership Program Outline requires the financing for purchase of a home under its Section 8 homeownership program will: be provided, insured or guaranteed by the state or Federal governments; comply with secondary mortgage underwriting requirements; or comply with generally accepted private sector underwriting standards".

## **Attachment C.**

### **Implementation of Public Housing Resident Community Service**

#### **COMMUNITY SERVICE AND SELF SUFFICIENCY POLICY**

##### **A. BACKGROUND**

The Quality Housing and Work Responsibility Act of 1998 mandates that all non-exempt (see definitions) public housing residents (18 or older) contribute eight (8) hours per month of community service (volunteer work) or participate in eight (8) hours of training, counseling, classes or other activities that help an individual toward self sufficiency and economic independence. This is a requirement of the Public Housing Lease.

##### **B. DEFINITIONS**

**Community Service** – volunteer work which includes, but is not limited to:

- Work at a local institution including but not limited to: school, child care center, hospital, hospice, recreation center, senior center, adult day care center, homeless shelter, indigent feeding program, cooperative food bank, etc.;
- Work with a non-profit organization that serves PHA residents or their children such as: Boy Scouts, Girl Scouts, Boys or Girls clubs, 4-H program, PAL, Garden Center, Community clean-up programs, beautification programs, other youth or senior organizations;
- Work at the Authority to help improve physical conditions;
- Work at the Authority to help with children's programs;
- Work at the Authority to help with senior programs;
- Helping neighborhood groups with special projects;
- Working through resident organization to help other residents with problems, serving as an officer in a Resident organization, serving on the Resident Advisory Board; and
- Caring for the children of other residents so they may volunteer.

**NOTE: Political activity is excluded.**

**Self Sufficiency Activities** – activities that include, but are not limited to:

- Job readiness programs;
- Job training programs;
- GED classes;
- Substance abuse or mental health counseling;
- English proficiency or literacy (reading) classes;
- Apprenticeships;
- Budgeting and credit counseling;
- Any kind of class that helps a person toward economic independence;
- Full time student status at any school, college or vocational school.

**Exempt Adult** – an adult member of the family who

- Is 62 years of age or older;
- Has a disability that prevents him/her from being gainfully employed;
- Is the caretaker of a disabled person;
- Is working at least 30 hours per week; or
- Is participating in a welfare to work program.

**C. REQUIREMENTS OF THE PROGRAM**

1. The eight (8) hours per month may be either volunteer work or self sufficiency program activity, or a combination of the two.
2. At least eight (8) hours of activity must be performed each month. An individual may not skip a month and then double up the following month, unless special circumstances warrant special consideration. The Authority will make the determination of whether to allow or disallow a deviation from the schedule.
3. Activities must be performed within the community and not outside the jurisdictional area of the Authority.
4. Family obligations

- At lease execution or re-examination all adult members (18 or older) of a public housing resident family must;
    - a. provide documentation that they are exempt from Community Service requirement if they qualify for an exemption, and
    - b. sign a certification that they have received and read this policy and understand that if they are not exempt, failure to comply with the Community Service requirement will result in non-renewal of their lease.
  - At each annual re-examination, non-exempt family members must present a completed documentation form (to be provided by the Authority) of activities performed over the previous twelve (12) months. This form will include places for signatures of supervisors, instructors, or counselors certifying to the number of hours contributed.
  - If a family member is found to be non-compliant at re-examination, he/she and the Head of Household will sign an agreement with the Authority to make up the deficient hours over the next twelve (12) month period.
5. Change in exempt status:
- If, during the twelve (12) month period, a non-exempt person becomes exempt, it is his/her responsibility to report this to the Authority and provide documentation of such.
  - If, during the twelve (12) month period, an exempt person becomes non-exempt, it is his/her responsibility to report this to the Authority. The Authority will provide the person with the Recording/Certification documentation form and a list of agencies in the community that provide volunteer and/or training opportunities.

**D. AUTHORITY OBLIGATIONS**

1. To the greatest extent possible and practicable, the Authority will:
  - provide names and contacts at agencies that can provide opportunities for residents, including disabled, to fulfill their Community Service obligations. (*According to the Quality Housing and Work Responsibility Act, a disabled person who is otherwise able to be gainfully employed is not necessarily exempt from the Community Service requirement*); and
  - provide in-house opportunities for volunteer work or self sufficiency programs.
2. The Authority will provide the family with exemption verification forms and Recording/Certification documentation forms and a copy of this policy at initial application and at lease execution.

3. The Authority will make the final determination as to whether or not a family member is exempt from the Community Service requirement. Residents may use the Authority's Grievance Procedure if they disagree with the Authority's determination.
4. Non-compliance of family member:
  - At least thirty (30) days prior to annual re-examination and/or lease expiration, the Authority will begin reviewing the exempt or non-exempt status and compliance of family members;
  - If the Authority finds a family member to be non-compliant, the Authority will enter into an agreement with the non-compliant member and the Head of Household to make up the deficient hours over the next twelve (12) month period;
  - If, at the next annual re-examination, the family member still is not compliant, the lease will not be renewed and the entire family will have to vacate, unless the non-compliant member agrees to move out of the unit;
  - The family may use the Authority's Grievance Procedure to protest the lease termination.

## **Attachment D.**

### **Pet Policy Statement**

The Washington County Housing Authority has implemented a Pet Policy as required by 24 CFR Part 960.

The Pet Policy appears as Chapter 10 of the Washington County Housing Authority's Occupancy Policy and conforms to Section 526 of the QHWRA.

The Policy allows residents to own and keep pets under reasonable requirements. The requirements that have been imposed on residents keeping pets are: The imposition of a non-refundable fee to cover the reasonable operating costs of the Authority relating to the presence of pests; the payment of a refundable pet security deposit; limitation of the number and size of animals that can be kept in a unit; the prohibition of certain animals the Authority believes are dangerous or are not common household pets; the registration and photographing of any pet kept in public housing; and the requirement that all animals have the appropriate State license.

The Authority Pet Policy also requires pet owners to secure liability insurance to cover both property and personal injury as well as providing the name and telephone number of a person to be notified to take possession of the pet in the event the tenant's illness, vacation or death.

Also included in the policy are provisions dealing with sick animals as well as the circumstances under which an animal will be removed by Housing Authority.

## **Attachment E.**

### **Substantial Deviation/Significant Amendment Modification Definitions**

#### **a. Substantial Deviation from the 5-year Plan:**

The 5-Year Plan is subject to adjustment and change. However, all changes will be incorporated in the subsequent Annual Plans and are subject to review by the Resident Advisory Board and the Public Hearing.

#### **b. Significant Amendment or Modification to the Annual Plan:**

The PHA has established the following definition for Significant Amendment or Modification”. Changes other than those specified below will be undertaken by the PHA staff and reported in the 2007 Annual Plan.

Changes to rent or organization of the waiting list.

Any change with regard to demolition, disposition, designation, homeownership programs or conversion activities (conversion as defined at 24 CFR Part 972.103).

Any change in the Capital Fund Annual Statement that is not in accordance with HUD’s fungibility regulations

**Note:** Any changes permitted or required under specific program instructions or required because of a HUD operational review will not be considered Substantial Deviations or Significant Amendments.

## **Attachment F.**

### **Project Based Voucher Program**

The Housing Authority administers two project based Section 8 developments, Monongahela Manor located in the Borough of Monongahela and John Lignelli Manor located in the Borough of New Eagle. Monongahela Manor consists of 72 one-bedroom elderly units; John Lignelli Manor consists of 42 one-bedroom elderly units, 33 of which are project based. These programs are administered under the provisions of 24 CFR Part 983.

Project based Section 8 has proved to be an effective tool in assisting low income families. During the 2006 Plan year the Housing Authority will continue to explore with the Redevelopment Authority the possibility of using Section 8 Project Based Vouchers at elderly developments being discussed in Burgettstown and Claysville.

## **Attachment G.**

### **Resident Member of the PHA Governing Board**

The resident member and the representative of the public housing population on the Washington County Housing Authority Board is Mrs. Olive M. Krimm.

## **Attachment H.**

### **Resident Advisory Board Members -Washington County Housing Authority**

Ms. Linda Bergman  
Ms. Jean Brown  
Ms. Rhonda Butler  
Ms. Gwen Gordon  
Ms. Elizabeth Hanna  
Ms. Holly Hickerson  
Ms. Elsie Jester  
Ms. Diane Perkins  
Ms. Prestine Robinson  
Ms. Jean Strauss  
Mr. Richard Sunday

## **Attachment I.**

### **Progress in Meeting the 5-Year Plan**

Vacancy reduction continues to hold a high priority with the Housing Authority. Despite recent marketing attempts, the Authority is plagued with an older housing stock that despite ongoing modernization has drawn little interest from the community. This is particularly evident in the family public housing communities. In an effort to eliminate some of these obsolete vacant units, the Authority has developed successful and ongoing demolition and disposition programs. Demolition activities have and will continue to play a significant roll in vacancy reduction.

As of April 2005, 18% of all public housing units are vacant. This represents a reduction of 6.6% since the same period last year.

With the recent awarding to the Housing Authority of grants identified specifically for demolition of existing public housing, the proposed demolition in Frederick Terrace, Highland Terrace and Maple Terrace can move forward. The actual demolition of these units was previously approved. The Authority has been awaiting sufficient financial assistance to undertake the demolition. Demolition is projected to begin in the summer of 2005 and be fully completed by December 2005.

The Housing Authority's Section 8 SEMAP score has remained in the high performer category (score 96). This reflects continued efforts to house more families more quickly within strict financial perimeters. During the 2005 Plan year the Housing Authority was awarded an additional 56 units of Section 8 assistance. The units were targeted to Housing Authorities that have demolished public housing units in the past. These new units, referred to as "replacement units", have already been issued to eligible Section 8 applicants.

The annual analysis of tenant incomes from the Housing Authority's family public housing developments has resulted in a change in the economic deconcentration targets.

The renovation and modernization of public housing units continues to proceed on a planned 5-year basis. During the 2006 Plan Year emphasis will be placed on handicapped accessible housing and elevator modernization. Toward meeting the long-term accessibility improvements the Housing Authority will attempt to allocate up to 20% on its annual Capital Fund allocation to handicapped accessibility.

It is anticipated that homeownership and the economic self-sufficiency of Section 8 families will be impacted through implementation of new initiatives aimed at attracting more participants to the Authority's Family Self-Sufficiency Program.

WASHINGTON COUNTY HOUSING AUTHORITY  
Section 504 Transition Plan

Project Number	Project	Number of Units	Existing Distribution				Units Required to meet 5% Minimum	Existing WC Configuration		Proposed WC Configuration		Work Completed on Covered Items (Y/N)	CTF Year Used to Complete Work	Work Addressed	Cust Estimate
			1 BR	2 BR	3 BR	4 BR		1 BR	2 BR	3 BR	4 BR				
PA017001	Maple Terrace	100	32	48	14	6	5	1 BR	2 BR	3 BR	4 BR	1	2005	All	105,000
PA017002	Lincoln Terrace	Exempt													
PA017003	Fredrick Terrace	64	12	30	18	4	3	4	2	1	1	Yes	2005	1BR, 1BR, 1BR	65,000
PA017004	Highland Terrace	83	20	35	24	6	4	5	4	1	1	Yes	2009	2BR	75,000
PA017005	Valley View Terrace	116	6	68	34	8	6					Yes	2007	1DR	75,000
PA017006	Valley View Terrace	116	6	68	34	8	6					Yes	2009	2BR, 2BR	85,000
PA017007	Valley View Terrace	116	6	68	34	8	6					Yes	2004	2BR, 4 DR	175,000
PA017008	Jollick Manor	140	56	24	50	10	7	4	4	1	2	Yes	2007	2 BR, 3 BR	165,000
PA017009	Cherrine Tower	41	21	8	10	2	2	4	4	1	2	Yes	2008	2 BR, 2 BR	140,000
PA017010	Riverview Apts	43	21	8	10	2	2	4	4	1	2	Yes	2008	2 BR, 3 BR	165,000
PA017011	California Terrace	43	34	9			2	4	2	1	1	Yes	2008	3 BR, 4 BR	135,000
PA017012	California Apts & California Manor	18	10	8			2	3	3			No	2005	1BR, 1BR, 3BR, 1BR,	70,000
PA017013	Carsonburg	18	10	8			2	3	3			No	2005	1BR, 1BR, 1BR	40,000
PA017014	Scattered Sites	8										No			
PA017015	Highland Ave. Apts.	35	15	20			2	2	2			No			
PA017016	Maple Terrace View	18	12	6			1	2	2			No			
PA017017	Deora Townhouses	75	75				4	5	5			No			
PA017018	Nathan Golf Apts.	18	12	6			1	2	2			No			
PA017019	Monongahela Townhouses	90	90				5	8	8			No			
PA017020	Benley tower	46	46				2	5	5			No			
PA017021	Bassettown Manor	46	46				2	5	5			No			

Notes:  
\* Originally scheduled 3 Br to be a 4 Br; leftover space makes sense for 4 DR.  
\*\* Current 4 BR units not accessible to all bedrooms.

## Attachment J Washington County Housing Authority 504 Transition Plan.

## **Attachment K. Comments of Resident Advisory Board**

### **Minutes Meeting With the Washington County Housing Authority Resident Advisory Board (RAB) 2006 Annual Plan and the 5-Year Plan June7, 2005 William E. Davis Community Room Jollick Manor - Washington, PA**

Mr. Stephen Hall Director of the Housing Authority opened the meeting at 11:00 AM. He welcomed all member of the Resident Advisory Board to the meeting, introduced his staff in attendance and Mr. James Robinson a consultant assisting the Housing Authority with the preparation the Annual and 5 Year Plans.

Mr. Robinson explained the Fiscal Year 2006 Annual Plan (for the period October 1, 2005 to September 30, 2006) and the 5-Year Plan (2006-2010). This included a brief discussion of the organization of the Plan (Annual and 5-Year) and an overall review of the Plan contents and the fact that this is the 6th. Plan the Housing Authority has prepared. Mr. Robinson mentioned that all RAB members had been sent a copy of the Plan in May 2005 and that the purpose of providing copies of the Plan and this meeting was to solicit RAB comments on the activities discussed in the Plan. Mr. Robinson indicated that the Plan is in draft form and has not been adopted by the Housing Authority. Comments from this meeting and an upcoming public hearing will be considered prior to the final adoption of the Plan.

He then discussed some of the significant activities that have recently taken place, are currently underway, and those that are projected to take place during the 2006 Plan year.

1. The Public Housing Admissions and Continued Occupancy Policy discussed in the 2005 Plan has been updated, adopted and implemented.
2. HUD has approved the conversion of Building C-8 in Highland Terrace to a Head Start Center and work will soon begin on the building. Expect construction work over the next year.
3. The Housing Authority is committing up to 20% (over 7 years) of its Annual Capital Fund Allocation to 504 Improvements. Explained the 504 requirement of 5%, the Transition and Implementation Plan and some proposed activities.
4. The Housing Authority will consider partnering with the Redevelopment Authority in providing elderly housing in Claysville and Burgettstown using Section 8 project based assistance.

5. The Housing Authority anticipates a reduction in its operating funds of \$236,000 and a lesser reduction in our capital fund account. This will require more belt tightening, eliminating or rescheduling capital improvements and others. Discussed these accounts and how they affect residents. Some changes in the Draft plan will be made to reflect the anticipated reduction in these grants.
6. The Housing Authority has decided against proceeding with the Site Based Waiting Lists and will retain the current Sub-jurisdictional Waiting Lists. Resident questions were asked and answered concerning the difference between these lists and the effect on applicants. Dottie Kesneck Housing Authority Resident Services Supervisor provided comments on the operation of the current waiting lists and the efforts taken to meet applicant's needs and preferences. Residents also discussed problems associated with allowing non-elderly handicapped individuals into elderly buildings.
7. The revision to the Section 8 - Housing Choice Voucher Administrative Plan is currently underway and will be adopted in the early months of FY 2006.
8. Third party verification of income that began last year will continue and will become a regular part of the admissions process to public housing and Section 8. Responded to residents questions on how procedure operates and other issues relative to income verification of current residents during annual reexamination.
9. The Housing Authority will continue its program of demolition of obsolete, vacant housing. We will examine additional demolition in Frederick Terrace and Donora Scattered sites if warranted. Most of the county's public housing is 50 years or older and some is no longer repairable. The Plan should be examined for a fuller discussion on the subject of demolition.
10. The Housing Authority's Social Service Directory given to public housing applicants at the time of admission is outdated and will be discontinued. New residents will be given a newly created Washington County Resource Guide prepare by a consortium of social service agencies with input from the Housing Authority. The Housing Authority will continue its intake and referral role.
11. Based on the availability of funding the Housing Authority will continue to purchase and upgrade security cameras at various developments. The Plan identifies where specific activities are planned.

Mr. Robinson asked if RAB members had any comments on items he had discussed or any other items contained in the Plan or general question concerning Housing Authority operations.

There were no questions.

Mr. Hall then expanded on some of the items discussed by Mr. Robinson and added additional comments.

1. The anticipated reduction of 11% in the operating budget will necessitate some operating costs being transferred to the capital fund account. A Housing Authority management group

is looking at ways to reduce costs. This is a significant cut, the size of which has never been experienced. The Authority's largest expense is utility costs. Natural gas costs are over \$500,000 annually. Using Performance Contracting water/sewer costs will be reduced over the long term, through the use of water restrictors, low water capacity toilets and others, The reduced FY 2006 operating funding will probably result in rescheduling some 504 improvements in Frederick Terrace and California, the reduction or elimination of extra police services and security patrols at various developments, the examination and modification of heating controls in building to better control expenses while still providing a comfortable environment and reduced lawn care. The capital fund budget will begin picking up labor costs associated with painting and improving units and communications. An anticipated reduction of up to 10% in our capital fund allocation will further compound our financial problems. Mr. Hall indicated that he would be interested in dealing with the RAB on any cost cutting measures they would suggest. The Draft plan provided to the RAB did not anticipate the 11% reduction in operating funds and changes he identified will be necessary. The Authority and staff is committed to providing quality housing and services and will continue to do so.

2. Mr. Hall then discussed the Claysville and Burgettstown proposals (developed through the use of tax credits) and the role of the Housing Authority will be to provide a subsidy through the Section 8 project based assistance. He mentioned that these new efforts are not public housing. Both developments are on a slow path. Discussion followed on how the program will work and the exact location of the proposed development in Claysville.
3. Donora Head Start is being undertaken with the Redevelopment Authority. They provide the funds for the renovation, Housing Authority provides the building. Demolition in Highland Terrace and Maple Terrace will start shortly and will support the Head Start Centers. Contracts for demolition in Frederick Terrace have also been awarded and will begin shortly.
4. Mr. Hall indicated that he was disappointed that some of the Resident Councils have disbanded. He misses the feed back and the persons involved and would appreciate any help in regenerating/restarting the Councils.

A discussion developed between RAB members concerning internal problems and snipping that takes place within resident councils, resident pettiness on issues, and former leaders do not want the hassle and responsibility.

5. Questions were asked and answered concerning the resident and handicapped parking at Maple Terrace and reuse of the land at Maple Terrace following demolition.
6. Questions were asked and answered concerning parking at Bentley Tower. Mr. Hall indicated that no resolution can be expected without property acquisition and with required handicapped improvements, funding is not available for acquisition.
7. Mr. Hall discussed prioritizing improvements while some are necessary others such as elevator repair and replacement cannot be deferred. A major renovation of the elevators at

Crumrine is underway. He indicated that he fully supports 504 handicapped improvements but other scheduled modernizations will be deferred.

8. Mr. Hall then briefly reviewed the 504 Transition and Implementation Plan and the FY 2006 Capital Fund Annual statement. Mr. Jim Mason, Housing Authority Maintenance Director provided input on Lincoln Terrace, brick work at Jollick Manor, signage and benches at Bentley Tower, outside benches at Crumrine, a water leak and stop signs at Maple Terrace and contractor compliance at various sites.
9. Residents from Bentley Tower indicated that the exterior colors and construction recently completed on the building façade was very much appreciated by the residents and the building is nor the nicest in the town. Mr. Hall thanked the residents for the comment.
10. A resident followed up on Mr. Hall's prior comment relative to a better control of heat in some of the high rises. Her building is cold on the lower floors and hot on the upper floors. Her apartment is on the 6th.floor and she must leave a window opened in the winter. Mr. Hall and Mr. Mason commented on the concern and indicated that resolving that type of problem will be the priority.

Mr. Hall asked if there were any questions or comments on Public Housing or anything discussed in the Plan. None were asked. He then discussed other items

1. Mr. Hall addressed Section 8 assistance stating that more project based assistance will be initiated. He also stated that the formula used by HUD in providing operational and administrative support for Section 8 has been changed. This new formula(s) will not affect current residents but could affect the number of new applicants that receive Section 8 assistance. The new Administrative Plan will contain provisions to deal with these new changes.

A resident asked if any of these changes would affect current Section 8 recipients. Mr. Hall indicated that with the exception of not being able to increase payment standards (rent increased), no changes are planned. There was discussion on the question.

2. Residents were encouraged to report any unnecessary utility costs such as broken water lines and persons opening windows in the winter due to excessive heating. Money that goes out the window or down the drain could be used to improve public housing.

Mr. Hall thanked everyone for attending and adjourned the meeting at 12:20 PM.

List of Attendees Attached



PHA Response to All Comments:

The Washington County Housing Authority has considered all comments made by the Resident Advisory Board at the June 7, 2005 meeting. No additions or corrections to the proposed 2006 Annual or 5 Year Plans are necessary.

**Insert File Attachment pa017a01 – FFY 2005 Capital Fund Program Original Annual Statement.**

**Insert File Attachment pa017a01 – Capital Fund Program 5-Year Action Plan.**

**Insert File Attachments pa017b01 thru pa017e01 – Performance and Evaluation Reports.**















Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995				Grant Type and Number: Capital Fund Program Grant No: PA28PO1750105 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005	
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	
PA17-01 Maple Terrace	H.C. Unit Re-Hab (4-2BR) ) 504	1460	3 units	\$65,000.00				
PA17-02 Lincoln Terrace	Replace Siding - Clean/Re-point Brick	1460	3 bldg	\$13,000.00				
	Replace Front Canopies	1460	3 bldg	\$18,000.00				
	H. C. Accessibility -Re-hab Community Room 504	1460	1 bldg	\$10,000.00				
PA17-03 Frederick Terrace	H. C. Unit Conversion (1-3BR) 504	1460	1 unit	\$65,000.00				
	H.C. Unit Re-Hab (2-1BR) ) 504	1460	2 units	\$10,000.00				
PA17-04 Highland Terrace								
PA17-05 Valley View Terrace								
PA17-08 Jollick Manor and Crumrine Tower	Replace Access Control System	1460	2 bldgs	\$7,000.00				
	Replace Siding - Clean/Re-point Brick	1460	as req,d	\$40,000.00				
	Replace Balcony Doors and Windows	1460	10 units	\$95,000.00				
	Improve H. C. Accessibility-Crumrine Twr 504	1460	as req'd	\$50,000.00				
	Replace Stairwell/Exit Doors	1460	2 ea	\$1,000.00				
PA17-09 Calif Terrace and	Replace Roofs	1460	24 Units	\$90,000.00				
	Replace Front/Rear Canopies	1460	24 Units	\$40,000.00				
	Replace Front/Rear Stoops	1460	24 Units	\$25,000.00				
	H. C. Unit Conversion (1-3BR) 504	1460	1 unit	\$65,000.00				
	H. C. Unit Re-hab (1-1BR) 504	1460	1 unit	\$5,000.00				
Riverview Apts	Replace Stairwell/Exit Doors	1460	5 ea	\$1,000.00				
	H. C. Unit Re-hab (2-1BR) 504	1460	2 units	\$10,000.00				
	Replace Access Control System	1460	1 bldg	\$3,500.00				

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

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995		Grant Type and Number Capital Fund Program Grant No: PA28PO1750105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
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	
PA17-10 Calif Manor and California Apts.	H. C. Unit Re-hab (3-1BR) Replace Access Control System	504 1460 1460	3 units 2 bldg	\$40,000.00 \$7,000.00				
PA17-12 Canonsburg Sites	Reconstruct Paved Parking Areas	1450	as req'd	\$25,000.00				
PA17-14 Highland Ave Apts								
PA17-15 Maple Terrace View	Reconstruct Paved Parking Areas Replace storm doors	1450 1460	as req'd 35 units	\$23,000.00				
PA17-16 Donora Townhouses	Reconstruct Paved Parking Areas	1450	as req'd	\$22,000.00				
PA17-17 Nathan Goff, Jr Apts.	Replace Stairwell/Exit Doors Replace Stoves Replace Access Control System	1460 1475 1460	3 ea 12 units 1 bldg	\$1,000.00 \$5,000.00 \$3,500.00				
PA17-19 Monongahela Thse								
PA17-20 Bentley Towers	Replace Access Control System	1460	1 bldg	\$3,500.00				
PA17-21 Bassettown Manor	Replace Access Control System Replace H. C. Ramp and Railings	1460 504	1 bldg as req'd	\$3,500.00 \$1,000.00				

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

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995			Grant Type and Number Capital Fund Program Grant No: PA28PO1750105 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005		
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	
HA-Wide Activities								
1406 Operations	General Operations	1406		\$290,000.00				
1408 Mgmt. Improvements	Communications Support	1	1408	\$30,000.00				
	Development Coordinator	2	1408	\$65,000.00				
	Computer Software	3	1408	\$10,000.00				
	Computer Training	4	1408	\$5,000.00				
	Management Update Consultant	5	1408	\$10,000.00				
	Computer Consultant	6	1408	\$25,000.00				
	Vacancy Reduction	7	1408	\$40,000.00				
	Inventory Review	8	1408	\$3,000.00				
	Computer Maintenance Agreement	9	1408	\$20,000.00				
	Constable Patrol	10	1408	\$12,000.00				
	Police Patrol	11	1408	\$12,000.00				
	Other	12	1408	0				
				TOTAL	\$232,000.00			
1410 Administration	Salaries		1410	\$100,000.00				
	Fringe Benefits		1410	\$45,000.00				
				TOTAL	\$145,000.00	\$0.00		
A& E Costs and Fees	A/E Fees		1430	\$50,000.00				
	Sundry Expenses		1430	\$15,000.00				
	Surevey Fees		1430	\$10,000.00				
				TOTAL	\$75,000.00	\$0.00		
Non-Dwelling Equipment	Computer/Security hardware		1475	\$10,000.00				

Annual Statement/Performance and Evaluation Report							
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)							
Part III: Implementation Schedule							
PHA Name: Washington County Housing Authority				Grant Type and Number Capital Fund Program Grant No: PA28PO1750105 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005
Development Number / Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PA17-01 Maple Terrace	9/30/2007			9/30/2009			
PA17-02 Lincoln Terrace	9/30/2007			9/30/2009			
PA17-04 Highland Terrace	9/30/2007			9/30/2009			
PA17-05 Valley View Terrace	9/30/2007			9/30/2009			
PA17-08 Crumrine Tower	9/30/2007			9/30/2009			
PA17-09 California Terrace	9/30/2007			9/30/2009			
PA17-17 Nathan Goff Jr. Apts	9/30/2007			9/30/2009			
1406 Operations	9/30/2007			9/30/2009			
1408 Mgmt. Improvements	9/30/2007			9/30/2009			
1410 Administration	9/30/2007			9/30/2009			
1430 Fees and Costs	9/30/2007			9/30/2009			
1475 Nondwelling Equipment	9/30/2007			9/30/2009			
1495 Relocation	9/30/2007			9/30/2009			

<b>Capital Fund Program Five-Year Action Plan</b>					
<b>Part I: Summary</b>					
PHA Name: Washington County Housing Authority				X Original 5-Year Plan	
				Revision No.	
Development Number / Name HA-Wide Activities	Year 1 Annual Stmnt	Work Statement for Year 2 FFY Grant: 2006 PHA FY: 2007	Work Statement for Year 3 FFY Grant: 2007 PHA FY: 2008	Work Statement for Year 4 FFY Grant: 2008 PHA FY: 2009	Work Statement for Year 5 FFY Grant: 2009 PHA FY: 2010
PA17-01 Maple Terrace		\$251,000.00	\$25,000.00	\$0.00	\$0.00
PA17-02 Lincoln Terrace		\$205,000.00	\$15,000.00	\$0.00	\$0.00
PA17-03 Frederick Terrace		\$10,000.00	\$225,000.00	\$0.00	\$75,000.00
PA17-04 Highland Terrace		\$0.00	\$0.00	\$197,000.00	\$120,000.00
PA17-05 Valley View Terrace		\$0.00	\$165,000.00	\$340,000.00	\$0.00
PA17-08 Jollick Manor		\$167,000.00	\$38,000.00	\$0.00	\$140,000.00
Crumrine Tower			\$84,000.00	\$0.00	\$40,000.00
PA17-09 California Terrace		\$1,000.00	\$0.00	\$0.00	\$0.00
Riverview Apts.		\$0.00	\$0.00	\$50,000.00	\$0.00
PA17-10 California Manor		\$0.00	\$0.00	\$0.00	\$20,000.00
California Apts		\$0.00	\$0.00	\$0.00	\$20,000.00
PA17-12 Canonsburg Sites		\$25,000.00	\$0.00	\$0.00	\$20,000.00
PA17-14 Highland Ave Apts		\$0.00	\$95,000.00	\$8,000.00	\$0.00
PA17-15 Maple Terr View		\$40,000.00	\$65,000.00	\$0.00	\$0.00
PA17-16 Donora Townhse		\$36,000.00	\$0.00	\$0.00	\$0.00
PA17-17 Nathan Goff Apts		\$10,000.00	\$25,000.00	\$30,000.00	\$0.00
PA17-19 Mon Twnhse		\$0.00	\$28,000.00	\$20,000.00	\$50,000.00
PA17-20 Bentley Tower		\$60,000.00	\$20,000.00	\$165,000.00	\$245,000.00
PA17-21 Bassettown Manor		\$25,000.00	\$40,000.00	\$15,000.00	\$95,000.00
HA-Wide		\$670,000.00	\$675,000.00	\$675,000.00	\$675,000.00
CFP Funds Listed for 5-year planning		\$1,500,000.00	\$1,500,000.00	\$1,500,000.00	\$1,500,000.00
Replacement Housing Factor Funds		\$0.00	\$0.00	\$0.00	\$0.00

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

Activities for Year 1	Activities for Year: 2 FFY Grant: 2006 PHA FY: 2007			Activities for Year: 3 FFY Grant: 2007 PHA FY:2008		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	PA17-01 Maple Terrace	Reconstruct damaged floors - Blc	\$50,000.00	PA17-01 Maple Terrace	Replace Wtr Heaters	\$25,000.00
		Replace Roofs	\$150,000.00			
		Replace Siding	\$50,000.00			
		Re-point Brick	\$1,000.00			
See Annual Statement	PA17-02 Lincoln Terrace	Replace Siding	\$60,000.00	PA17-02 Lincoln Terrace	Replace Wtr Heaters	\$15,000.00
		Clean & Re-Point Brick	\$15,000.00			
		Replace Roofs	\$130,000.00			
I	PA17-03 Frederick Terrace	Replace Stoves	\$10,000.00	PA17-03 Frederick Terrace	Replace Roofs	\$150,000.00
					HC Unit Conversion	\$75,000.00
I	PA17-04 Highland Terrace		\$0.00	PA17-04 Highland Terrace		
	PA17-05 Valley View Terrace		\$0.00	PA17-05 Valley View Terrace	HC Unit Conversion	\$165,000.00
I	PA17-08 Jollick Manor	HC unit Conversion	\$165,000.00	PA17-08 Jollick Manor	Replace Stoves	\$38,000.00
	PA17-08 Crumrine Tower/Annex	Replace Stairwell/Exit Doors	\$0.00	PA17-08 Crumrine Tower/Annex	Asbestos Abatement	\$14,000.00
		Replace Siding	\$1,000.00		Remodel Lobby/Entrance	\$70,000.00
		Re-point Brick	\$1,000.00			
I	PA17-09 California Terrace			PA17-09 California Terrace		
	PA17-09 Riverview Apts	Replace Stairwell/Exit Doors	\$1,000.00	PA17-09 Riverview Apts		
I	PA17-10 California Apts		\$0.00	PA17-10 California Apts		
	PA17-10 California Manor			PA17-10 California Manor		
I	PA17-12 Canonsburg Sites	Reconstruct Parking Lots	\$25,000.00	PA17-12 Canonsburg Sites		
I	PA17-14 Highland Apts		\$0.00	PA17-14 Highland Apts	Replace Siding	\$95,000.00
I	PA17-15 Maple View	Reconstruct Parking Lots	\$25,000.00	PA17-15 Maple View	HC Unit Re-Hab	\$65,000.00
		Replace Storm Doors	\$15,000.00			
		<b>Sub-Total CFP Est Cost:</b>	\$699,000.00		<b>Sub-Total CFP EstCost:</b>	\$712,000.00

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year: 2 FFY Grant: 2006 PHA FY: 2007			Activities for Year: 3 FFY Grant: 2007 PHA FY:2008		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	PA17-16 Donora Townhse	Reconstruct Parking Lots	\$25,000.00	PA17-16 Donora Townhse		
		Replace Refrigerators	\$6,000.00			
		Replace Stoves	\$5,000.00			
	PA17-17 Nathan Goff Apts	Replace Planter	\$5,000.00	PA17-17 Nathan Goff Apts	Reconstruct Parking Lots	\$25,000.00
		Replace Stairwell/Exit Doors	\$5,000.00			
See	PA17-19 Mongahela Townhouses		\$0.00	PA17-19 Mongahela Townhouses	New Fence at Gas Meter	\$3,000.00
Annual					Reconstruct Parking Lots	\$25,000.00
Statement	PA17-20 Bentley Tower	Replace Fire Protect System	\$60,000.00	PA17-20 Benteley Tower	Replace Stoves	\$20,000.00
	PA17-21 Bassettown Manor	Replace HC Ramp	\$25,000.00	PA17-21 Bassettown Manor	Replace Fire Protect System	\$20,000.00
					Replace Stoves	\$20,000.00
	HA-Wide 1406 Account	General Operations	\$245,000.00	HA-Wide 1406 Account	General Operations	\$245,000.00
		Extraordinary Maintenance	\$45,000.00		Extraordinary Maintenance	\$45,000.00
	HA-Wide 1408 Account	Communications Support	\$0.00	HA-Wide 1408 Account	Communications Support	\$0.00
		Development Coordinator	\$65,000.00		Development Coordinator	\$65,000.00
		Computer Software	\$15,000.00		Computer Software	\$15,000.00
		Computer Training	\$10,000.00		Computer Training	\$10,000.00
		Management Update Consultant	\$10,000.00		Management Update Consultant	\$10,000.00
		Computer Consultant	\$25,000.00		Computer Consultant	\$25,000.00
		Computer Maintenance	\$10,000.00		Computer Maintenance	\$10,000.00
	HA-Wide 1410 Account	Salaries and Benefits	\$145,000.00	HA-Wide 1410 Account	Salaries and Benefits	\$145,000.00
	HA-Wide 1430 Account	Fees and Costs	\$90,000.00	HA-Wide 1430 Account	Fees and Costs	\$90,000.00
	HA-Wide 1475 Account	Computer/Security Hardware	\$10,000.00	HA-Wide 1475 Account	Computer/Security Hardware	\$15,000.00
		<b>Total CFP Estimated Cost:</b>	\$1,500,000.00		<b>Total CFP Estimated Cost:</b>	\$1,500,000.00

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

Activities for Year: 4 FFY Grant: 2008 PHA FY: 2009			Activities for Year: 5 FFY Grant: 2009 PHA FY: 2010		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
PA17-01 Maple Terrace			PA17-01 Maple Terrace		
PA17-02 Lincoln Terrace			PA17-02 Lincoln Terrace		
PA17-03 Frederick Terrace			PA17-03 Frederick Terrace	HC Unit Conversion	\$75,000.00
PA17-04 Highland Terrace	Remodel Kitchens	\$147,000.00	PA17-04 Highland Terrace	Remodel HC Bathrooms	\$35,000.00
	Install Backsplashes	\$15,000.00		HC Unit Rehab	\$85,000.00
	Install Tub Surrounds	\$25,000.00			
	Replace Showers	\$10,000.00			
PA17-05 Valley View Terrace	HC Unit Conversion	\$140,000.00	PA17-05 Valley View Terrace		
	Replace Water Heaters	\$25,000.00			
	Replace Building Roofs	\$175,000.00			
PA17-08 Jollick Manor			PA17-08 Jollick Manor	Replace Doors/Storms	\$140,000.00
PA17-08 Crumrine Tower/Annex			PA17-08 Crumrine Tower/Annex	Replace Floorcoverings	\$40,000.00
PA17-09 California Terrace			PA17-09 California Terrace		
PA17-09 Riverview Apts	Replace Fire Alarm Sys.	\$50,000.00	PA17-09 Riverview Apts		
PA17-10 California Apts			PA17-10 California Apts	Replace Floorcoverings	\$20,000.00
PA17-10 California Manor			PA17-10 California Manor	Replace Floorcoverings	\$20,000.00
PA17-12 Canonsburg Sites			PA17-12 Canonsburg Sites	Replace Stoves	\$10,000.00
				Replace Refrigerators	\$10,000.00
PA17-14 Highland Apts	Replace Stoves	\$8,000.00	PA17-14 Highland Apts		
PA17-15 Maple View			PA17-15 Maple View		
	<b>Sub-Total CFP Est Cost:</b>	\$595,000.00		<b>Sub-Total CFP Est Cost:</b>	\$435,000.00



**CAPITAL FUND PROGRAM TABLES START HERE**

**Annual Statement/Performance and Evaluation Report**

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

<b>PHA Name:</b> Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995	<b>Grant Type and Number</b> Capital Fund Program Grant No: PA28P01750104 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2004
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<b>Original Annual Statement</b>	<b>Reserve for Disasters/ Emergencies:</b>	<b>Revised Annual Statement</b>
<b>X Performance and Evaluation Report for Period Ending:</b> 3/31/2005	<b>Final Performance and Evaluation Report:</b>	

Line No	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$290,000.00	\$290,000.00	\$290,000.00	\$0.00
3	1408 Management Improvements	\$120,000.00	\$120,000.00	\$96,500.00	\$2,600.00
4	1410 Administration	\$145,000.00	\$145,000.00	\$145,000.00	\$61,522.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$95,000.00	\$57,000.00	\$30,163.00	\$6,680.00
8	1440 Site Acquisition				
9	1450 Site Improvement	\$100,000.00	\$69,282.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$641,000.00	\$709,718.00	\$98,269.00	\$50,962.00
11	1465.1 Dwelling Equipment—Nonexpendable	\$20,000.00	\$20,000.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$7,000.00	\$7,000.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$35,000.00	\$35,000.00	\$0.00	\$0.00
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$1,122.00	\$1,122.00	\$0.00	\$0.00
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	<b>Amount of Annual Grant: (sum of lines 2 – 20)</b>	\$1,454,122.00	\$1,454,122.00	\$659,932.00	\$121,764.00
22	Amount of line 21 Related to LBP Activities	\$0.00	\$0.00		
23	Amount of line 21 Related to Section 504 compliance	\$217,000.00	\$242,449.00	\$0.00	\$0.00
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: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995				Grant Type and Number: Capital Fund Program Grant No: PA28P01750104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004	
Development Number Name / HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA17-01 Maple Terrace	Security Upgrade - Office Entrance	1470		\$7,000.00	\$7,000.00			
	H.C. Unit Conversion (1-4BR) 504	1460	1 unit	\$60,000.00	\$85,449.00			
	Replace Stoves	1465	12 units	\$0.00	\$5,000.00			
PA17-02 Lincoln Terrace								
PA17-03 Frederick Terrace	Replace Sewer Piping	1450	as reqd	\$33,000.00	\$33,000.00			
PA17-04 Highland Terrace				\$0.00	\$0.00			
PA17-05 Valley View Terrace	H.C. Unit Conversion (1-2BR & 1-4BR) 504	1460	2 units	\$135,000.00	\$135,000.00			
	H.C. Unit Conversion 504	1450	as req'd	\$22,000.00	\$22,000.00			
PA17-08 Jollick Manor and Crumrine Tower	Replace Siding/Repoint Brick	1460	As Reqd	\$50,000.00	\$50,000.00			
	Elevator Modernization - Cabs and Controls	1460	2 cars	\$163,000.00	\$163,000.00			
	Replace Balcony Doors and Windows	1460	10 units	\$90,000.00	\$85,000.00			
	Water Line Replacement	1450	1	\$10,000.00	\$14,282.00			
	Replace Fire Alarm System	1460	100%	\$35,000.00	\$56,624.00	\$56,624.00	\$50,962.00	Emergency Replacement
PA17-09 Calif Terrace and Riverview Apts	Elevator Modernization	1460	1 car	\$10,000.00	\$10,000.00			
	Telephone System Upgrade	1460	1	\$8,000.00	\$8,000.00			
	Replace Sidewalks/Upgrade Landscaping	1450	as needed	\$35,000.00	\$0.00			MOVE TO 2003
PA17-10 Calif Manor and California Apts.	Elevator Modernization	1460	2 cars	\$20,000.00	\$20,000.00			
	Replace Fire Alarm System	1460	1	\$30,000.00	\$45,000.00			



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

PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995		Grant Type and Number Capital Fund Program Grant No: PA28P01750104 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name / HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide Activities								
1406 Operations	General Operations	1406		\$240,000.00	\$240,000.00	\$240,000.00		
	Extraordinary Maintenance	1406		\$50,000.00	\$50,000.00	\$50,000.00		
			Total	\$290,000.00	\$290,000.00	\$290,000.00	\$0.00	
1408 Mgmnt. Improvements								
	Development Coordinator	1408		\$60,000.00	\$62,500.00	\$62,500.00	\$1,100.00	
	Computer Software	1408		\$7,000.00	\$6,500.00			
	Computer Training	1408		\$4,000.00	\$3,500.00			
	Computer Consultant	1408		\$34,000.00	\$33,500.00	\$32,500.00		
	Management Update Consultant	1408		\$7,000.00	\$6,500.00	\$1,500.00	\$1,500.00	
	Computer Maintenance Agreement	1408		\$8,000.00	\$7,500.00			
			Total	\$120,000.00	\$120,000.00	\$96,500.00	\$1,500.00	
1410 Administration								
	Salaries	1410		\$96,750.00	\$96,750.00	\$96,750.00	\$36,730.00	
	Fringe Benefits	1410		\$48,250.00	\$48,250.00	\$48,250.00	\$24,792.00	
			TOTAL	\$145,000.00	\$145,000.00	\$145,000.00	\$61,522.00	
A& E Costs and Fees								
	A/E Fees	1430		\$70,000.00	\$38,000.00	\$28,000.00	\$3,168.00	
	Sundry Expenses	1430		\$15,000.00	\$15,000.00	\$2,163.00	\$3,512.00	
	Surevey Fees	1430		\$10,000.00	\$4,000.00			
			Total	\$95,000.00	\$57,000.00	\$30,163.00	\$6,680.00	
Non-Dwelling Equipment								
	Computer hardware	1475		\$5,000.00	\$5,000.00			
	Office Equip (i.e. copier, FAX, phones)	1475		\$30,000.00	\$30,000.00			
			Total	\$35,000.00	\$35,000.00	\$0.00		

Annual Statement/Performance and Evaluation Report							
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)							
Part III: Implementation Schedule							
PHA Name: Washington County Housing Authority				Grant Type and Number Capital Fund Program Grant No: PA28P01750104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004
Development Number / Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PA17-01 Maple Terrace	9/30/2006			9/30/2008			
PA17-02 Lincoln Terrace	9/30/2006			9/30/2008			
PA17-03 Frederick Terrace	9/30/2006			9/30/2008			
PA17-04 Highland Terrace	9/30/2006			9/30/2008			
PA17-05 Valley View Terrace	9/30/2006			9/30/2008			
PA17-08 Crumrine Tower	9/30/2006			9/30/2008			
PA17-09 Cal Terr/Riverview	9/30/2006			9/30/2008			
PA17-10 Calif Apts/Manor	9/30/2006			9/30/2008			
PA17-12 C'burg Scattered Sites	9/30/2006			9/30/2008			
PA17-14 Highland Ave Apts	9/30/2006			9/30/2008			
PA17-15 Maple Terr View	9/30/2006			9/30/2008			
PA17-16 Donora Scatt Sites	9/30/2006			9/30/2008			
PA17-17 Nathan Goff Jr. Apts	9/30/2006			9/30/2008			
PA17-19 Monongahela TwnHse	9/30/2006			9/30/2008			
PA17-20 Bentley Tower	9/30/2006			9/30/2008			
PA17-21 Bassettown Manor	9/30/2006			9/30/2008			
1406 Operations	9/30/2006			9/30/2008			
1408 Mgmt. Improvements	9/30/2006			9/30/2008			
1410 Administration	9/30/2006			9/30/2008			
1430 Fees and Costs	9/30/2006			9/30/2008			
1475 Nondwelling Equipment	9/30/2006			9/30/2008			
1495 Relocation	9/30/2006			9/30/2008			

**CAPITAL FUND PROGRAM TABLES START HERE**

**Annual Statement/Performance and Evaluation Report**

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

PHA Name: Washington County Housing Authority  
100 Crumrine Tower, Franklin Street  
Washington, PA 15301-6995

Grant Type and Number  
Capital Fund Program Grant No: PA28PO1750103  
Replacement Housing Factor Grant No:

Federal FY of Grant: 2003

**Original Annual Statement**

**Reserve for Disasters/ Emergencies:**

**Revised Annual Statement**

**X Performance and Evaluation Report for Period Ending: 3/31/2005**

**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	\$272,097.00	\$248,000.00	\$248,000.00	\$195,260.00
3	1408 Management Improvements	\$147,000.00	\$124,000.00	\$123,593.00	\$91,500.00
4	1410 Administration	\$155,612.00	\$124,000.00	\$124,000.00	\$120,808.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$95,506.00	\$90,000.00	\$84,402.00	\$72,310.00
8	1440 Site Acquisition				
9	1450 Site Improvement	\$0.00	\$11,005.00	\$11,005.00	\$11,005.00
10	1460 Dwelling Structures	\$688,844.00	\$610,086.00	\$535,496.00	\$499,086.00
11	1465.1 Dwelling Equipment—Nonexpendable	\$121,000.00	\$3,994.00	\$3,633.00	\$348.00
12	1470 Nondwelling Structures	\$17,000.00	\$24,500.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$15,000.00	\$5,000.00	\$0.00	\$0.00
14	1485 Demolition	\$65,000.00	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$0.00	\$2,057.00	\$498.00	\$498.00
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	<b>Amount of Annual Grant: (sum of lines 2 – 20)</b>	\$1,577,059.00	\$1,242,642.00	\$1,130,627.00	\$990,815.00
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: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995		Grant Type and Number: Capital Fund Program Grant No: PA28PO1750103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name / HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA17-01 Maple Terrace	Replace Entry Doors	1460	200	\$155,000.00	\$14,000.00	\$13,250.00		Balance to 2002
	Install Dumpster Courts/Landscaping	1450	3	\$17,000.00	\$4,522.00	\$4,522.00	\$4,522.00	
	Replace Storm Doors	1460	200	\$65,000.00	\$7,000.00	\$6,630.00		Balance to 2002
PA17-03 Frederick Terrace	Demolish Building B-1	1485	1	\$32,500.00	\$0.00	\$0.00		HOPE VI Funded
	Demolish Sewage Tmt. Plant	1485	1	\$0.00	\$0.00	\$0.00		HOPE IV Funded
PA17-04 Highland Terrace	Demolish Building A-10	1485	1	\$32,500.00	\$0.00	\$0.00		HOPE IV Funded
PA17-05 Valley View Terrace	Replace Stoves	1465	120	\$48,500	\$0.00	\$0.00		Move to 2002
	Replace Refrigerators (MOVE TO FY 2002)	1465	120	\$0.00	\$0.00	\$0.00		Move to 2002
PA17-08 Jollick Manor/ Crumrine Tower	Replace Bldg Elevators and Controls	1460	2 cars	\$0.00	\$72,000.00	\$0.00		move from 2004
	Replace Refrigerators Move to 2002	1465	100	\$41,500.00	\$0.00	\$0.00		Move to 2002
	Install Dumpster Courts/Landscaping	1450	3	\$17,000.00	\$5,403.00	\$5,403.00	\$5,403.00	move to 2002
PA17-09 Calif Terrace and Riverview Apts	Replace Stoves	1465	44	\$22,000.00	\$3,994.00	\$3,633.00	\$348.00	Carry-Over 2002
	Replace Refrigerators	1465	20	\$9,000.00	\$0.00	\$0.00		Move to 2002
	Install Backsplashes	1460	44	\$9,000.00	\$0.00	\$0.00		Move to 2005
	Upgrade Steps/Landscaping	1450	as reqd	\$16,000.00	\$1,080.00	\$1,080.00	\$1,080.00	move from 2004
PA17-10 Calif Manor and California Apts.								
PA17-12 Canonsburg Sites								
PA17-14 Highland Ave Apts								

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995				Grant Type and Number Capital Fund Program Grant No: PA28PO1750103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003	
Development Number Name / HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA17-15 Maple Terrace View	Upgrade Landscape (MOVE TO FY2007)	1450	100%	\$0.00	\$0.00	\$0.00		move to 2007
	Replace Storm Doors (MOVE TO FY2005)	1460	70	\$0.00	\$0.00	\$0.00		move to 2005
PA17-16 Donora Townhouses	Replace Entry Doors (Move to 2002)	1460	52	\$49,000.00	\$6,000.00	\$5,630.00		Balance to 2002
	Replace Storm Doors (Move to 2002)	1460	34	\$14,500.00	\$3,000.00	\$2,820.00		Balance to 2002
	Replace Building Roofs (MOVE TO FY2002)	1460	100%	\$0.00	\$0.00	\$0.00		move to 2002
PA17-17 Nathan Goff Apartme	Refurbish Community Room	1470	as req'd	\$17,000.00	\$24,500.00	\$0.00		
	Replace Water Heater (MOVE TO FY2002)	1460	one	\$0.00	\$0.00	\$0.00		move to 2002
PA17-19 Monongahela Townh	Replace Entry Doors and Hardware (Move to 2002)	1460	54	\$48,500.00	\$4,000.00	\$3,675.00		Balance to 2002
	Replace Storm Doors (Move to 2002)	1460	36	\$14,500.00	\$2,000.00	\$1,840.00		Balance to 2002
PA17-20 Bentley Towers	Replace Building Façade	1460	100%	\$210,344.00	\$498,682.00	\$498,682.00	\$498,682.00	in progress
	Relocation	1495	as needed	\$0.00	\$2,057.00	\$498.00	\$498.00	
	Replace Chillers and Valves	1460	100%	\$30,000.00	\$0.00	\$0.00		Move to 2004
PA17-21 Bassettown Manor	Replace Boilers and Wtr Heaters	1460	100%	\$93,000.00	\$404.00	\$404.00	\$404.00	Asbestos Testing Only (Balance of work-2002)
	Replace Door Locks and Hardware	1460	100%	\$0.00	\$3,000.00	\$2,565.00		Balance to 2002

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995				Grant Type and Number Capital Fund Program Grant No: PA28PO1750103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003	
Development Number Name / HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide Activities								
1406 Operations	General Operations	1406		\$220,000.00	\$200,000.00	\$200,000.00	\$195,260.00	
	Extraordinary Maintenance	1406		\$52,097.00	\$48,000.00	\$48,000.00	\$0.00	
			Total	\$272,097.00	\$248,000.00	\$248,000.00	\$195,260.00	
1408 Mgmt. Improvements								
	Communications Support	1	1408	\$0.00	\$0.00	\$0.00	\$0.00	
	Development Coordinator	2	1408	\$60,000.00	\$60,594.00	\$60,594.00	\$59,501.00	
	Computer Software	3	1408	\$15,000.00	\$0.00	\$0.00	\$0.00	
	Computer Training	4	1408	\$10,000.00	\$720.00	\$720.00	\$720.00	
	Management Update Consultant	5	1408	\$12,000.00	\$9,900.00	\$9,900.00	\$9,900.00	
	Constables	6	1408	\$0.00	\$0.00	\$0.00	\$0.00	
	Computer Consultant	7	1408	\$30,000.00	\$31,407.00	\$31,000.00	\$0.00	
	Computer Maintenance Agreement	9	1408	\$20,000.00	\$20,470.00	\$20,470.00	\$20,470.00	
	Other	10	1408	\$0.00	\$909.00	\$909.00	\$909.00	
			Total	\$147,000.00	\$124,000.00	\$123,593.00	\$91,500.00	
1410 Administration								
	Salaries		1410	\$105,143.00	\$89,506.00	\$89,506.00	\$89,506.00	
	Fringe Benefits		1410	\$50,469.00	\$34,494.00	\$34,494.00	\$31,302.00	
			Total	\$155,612.00	\$124,000.00	\$124,000.00	\$120,808.00	
A& E Costs and Fees								
	A/E Fees		1430	\$75,000.00	\$75,000.00	\$74,805.00	\$62,868.00	
	A/E Fees - Emergency Mod-Fire Panel 17-08		1430	\$0.00	\$0.00	\$0.00		move to 2004
	Sundry Expenses		1430	\$10,000.00	\$15,000.00	\$9,597.00	\$9,442.00	
	Surevey Fees		1430	\$10,506.00	\$0.00	\$0.00		
			Total	\$95,506.00	\$90,000.00	\$84,402.00	\$72,310.00	
Non-Dwelling Equipment								
	Computer hardware		1475	\$15,000.00	\$5,000.00	\$0.00	\$0.00	

Annual Statement/Performance and Evaluation Report							
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)							
Part III: Implementation Schedule							
PHA Name: Washington County Housing Authority				Grant Type and Number Capital Fund Program Grant No: PA28PO1750103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003
Development Number / Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PA17-01 Maple Terrace	9/30/2005			9/30/2007			
PA17-02 Lincoln Terrace	9/30/2005			9/30/2007			
PA17-03 Frederick Terrace	9/30/2005			9/30/2007			
PA17-04 Highland Terrace	9/30/2005			9/30/2007			
PA17-05 Valley View Terrace	9/30/2005			9/30/2007			
PA17-08 Crumrine Tower	9/30/2005			9/30/2007			
PA17-09 Cal Terr/Riverview	9/30/2005			9/30/2007			
PA17-10 Calif Apts/Manor	9/30/2005			9/30/2007			
PA17-12 C'burg Scattered Sites	9/30/2005			9/30/2007			
PA17-14 Highland Ave Apts	9/30/2005			9/30/2007			
PA17-15 Maple Terr View	9/30/2005			9/30/2007			
PA17-16 Donora Scatt Sites	9/30/2005			9/30/2007			
PA17-17 Nathan Goff Jr. Apts	9/30/2005			9/30/2007			
PA17-19 Monongahela TwnHs	9/30/2005			9/30/2007			
PA17-20 Bentley Tower	9/30/2005			9/30/2007			
PA17-21 Bassettown Manor	9/30/2005			9/30/2007			
1406 Operations	9/30/2005			9/30/2007			
1408 Mgmt. Improvements	9/30/2005			9/30/2007			
1410 Administration	9/30/2005			9/30/2007			
1430 Fees and Costs	9/30/2005			9/30/2007			
1475 Nondwelling Equipment	9/30/2005			9/30/2007			
1495 Relocation	9/30/2005			9/30/2007			

**CAPITAL FUND PROGRAM TABLES START HERE**

**Annual Statement/Performance and Evaluation Report**

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

<b>PHA Name:</b> Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995	<b>Grant Type and Number</b> Capital Fund Program Grant No: PA28PO1750102 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2002
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<b>Original Annual Statement</b>	<b>Reserve for Disasters/ Emergencies:</b>	<b>Revised Annual Statement</b>
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**X Performance and Evaluation Report for Period Ending: 3/31/2005 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	\$299,012.00	\$299,012.00	\$299,012.00	\$231,568.00
3	1408 Management Improvements	\$185,760.00	\$161,956.00	\$161,956.00	\$145,644.00
4	1410 Administration	\$157,540.00	\$157,540.00	\$157,540.00	\$154,793.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$70,000.00	\$68,900.00	\$68,900.00	\$67,957.00
8	1440 Site Acquisition				
9	1450 Site Improvement	\$78,500.00	\$136,576.00	\$136,576.00	\$100,481.00
10	1460 Dwelling Structures	\$542,447.00	\$604,936.00	\$604,936.00	\$352,064.00
11	1465.1 Dwelling Equipment—Nonexpendable	\$213,800.00	\$146,122.00	\$146,122.00	\$146,122.00
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$15,000.00	\$2,017.00	\$2,017.00	\$2,017.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$15,000.00	\$0.00	\$0.00	\$0.00
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	<b>Amount of Annual Grant: (sum of lines 2 – 20)</b>	\$1,577,059.00	\$1,577,059.00	\$1,577,059.00	\$1,200,646.00
22	Amount of line 21 Related to LBP Activities	\$145,000.00	\$49,279.00	\$49,279.00	\$49,279.00
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: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995				Grant Type and Number: Capital Fund Program Grant No: PA28PO1750102 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	
PA17-01 Maple Terrace	Replace Doors and Storms	1460	100%	\$0.00	\$130,678.00	\$130,678.00	\$39,575.00	Fungibility FY2003
	Install Stove Backsplashes	1460	100	\$16,000.00	\$12,000.00	\$12,000.00	\$11,133.00	complete 12/04
	Install Dumpster Courts	1450	3	\$0.00	\$6,698.00	\$6,698.00		move to 2003
	Replace Ranges	1465	100	\$48,000.00	\$25,016.00	\$25,016.00	\$25,016.00	complete 12/04
PA17-03 Frederick Terrace	Repair Gas House (Move to 2001)	1470		\$0.00	\$0.00	\$0.00		Move to FFY 2001
	Replace Refrigerators	1465	58	\$31,000.00	\$1,633.00	\$1,633.00	\$1,633.00	move to 2001
	L-B-P Abatement	1460	as needed	\$0.00	\$36,879.00	\$36,879.00	\$36,879.00	carry-over from 2001
PA17-04 Highland Terrace	Replace Water Heaters	1465	15	\$0.00	\$8,500.00	\$8,500.00	\$8,500.00	Fungibility FY2000
	Replace Water Heaters	1460	12	\$0.00	\$24,840.00	\$24,840.00	\$24,840.00	
	Replace Stoves	1465	90	\$43,500.00	\$21,146.00	\$21,146.00	\$21,146.00	complete 12/04
	L-B-P Abatement	1460	as needed	\$0.00	\$12,400.00	\$12,400.00	\$12,400.00	carry-over from 2001
PA17-05 Valley View Terrace	Lead Based Paint Abatement	1460	50%	\$145,000.00	\$0.00			deferred
	LBP Architectural Specs	1430	As Needed	\$0.00	\$0.00			deferred
	LBP Abatement Specs	1430	As Needed	\$0.00	\$0.00			deferred
	Relocation	1495	As Needed	\$15,000.00	\$0.00			deferred
	Replace Refrigerators	1465	120	\$52,000.00	\$3,587.00	\$3,587.00	\$3,587.00	move to 2001
	Replace Ranges	1465	120	\$0.00	\$28,129.00	\$28,129.00	\$28,129.00	move from 2003
PA17-08 Jollick Manor	Upgrade Ext. Lighting	1450	As Needed	\$46,000.00	\$100,481.00	\$100,481.00	\$100,481.00	complete 10/04
	Install Ext. GFI Outlets	1460	42	\$15,000.00	\$8,484.00	\$8,484.00	\$8,484.00	complete 11/03
	Install Illuminated Unit Numbers	1460	185	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	complete 11/03
	Replace Refrigerators	1465	80%	\$0.00	\$32,157.00	\$32,157.00	\$32,157.00	move from 2003

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995			Grant Type and Number Capital Fund Program Grant No: PA28PO1750102 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	
17-08 Continued	Replace Heating Boilers	1460	16	\$0.00	\$0.00	\$0.00	\$0.00	move to 2001
	Upgrade Landscaping/Install Dumpster Courts	1450	As Needed	\$15,000.00	\$22,177.00	\$22,177.00		move to 2003
	Install Fence at Gas Meter	1450	1	\$2,500.00	\$0.00			move to 2004
PA17-09 California Terrace	Install Illuminated Unit Nos.	1460	24 units	\$0.00	\$6,417.00	\$6,417.00	\$6,417.00	complete 11/03
/Riverview Apts	Upgrade Landscaping/Sidewalks	1450	as needed	\$0.00	\$7,220.00	\$7,220.00		move to 2004
	Replace Refrigerators	1465	25	\$0.00	\$6,934.00	\$6,934.00	\$6,934.00	move from 2003
	Replace Ranges	1465	37	\$0.00	\$6,993.00	\$6,993.00	\$6,993.00	move from 2003
PA1710 California Apts/Manor	Install Chimney Caps	1460	two	\$0.00	\$2,500.00	\$2,500.00	\$2,500.00	complete 4/04
PA17-12 Canonsburg Sites	Replace Roofs	1460	100%	\$100,000.00	\$0.00	\$0.00	\$0.00	Move to FFY2001
	Replace Storm Doors	1460	36 Units	\$17,000.00	\$0.00			
	Install Stove Backspashes	1460	18 Units	\$9,000.00	\$3,500.00	\$3,500.00		complete 12/04
PA17-14 Highland Aveue Apts	Install Iulluminated Unit Numbers	1460	16	\$3,000.00	\$2,501.00	\$2,501.00	\$2,501.00	complete 11/03
	Replace Storm Doors	1460	16	\$10,000.00	\$0.00	\$0.00		deferred
	Replace Roofs	1460	100%	\$95,000.00	\$0.00	\$0.00		Move to FFY2001
	Install Stove Backsplashes	1460	8	\$4,147.00	\$1,250.00	\$1,250.00	\$1,131.00	complete 12/04
	Replace Furnaces	1460	8	\$61,500.00	\$8,449.00	\$8,449.00	\$8,449.00	complete 5/03
	Replace Refrigerators	1465	8	\$5,000.00	\$2,745.00	\$2,745.00	\$2,745.00	complete 12/04

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995				Grant Type and Number Capital Fund Program Grant No: PA28PO1750102 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	
PA17-15 Maple Terrace View	Upgrade Landscape	1450	100%	\$15,000.00	\$0.00			move to 2004
	Replace Storm Doors	1460	70	\$20,000.00	\$0.00			deferred
	Install Stove Backsplashes	1460	35	\$16,800.00	\$5,150.00	\$5,150.00	\$4,951.00	complete 12/04
	Replace Refrigerators	1465	35	\$17,500.00	\$1,190.00	\$1,190.00	\$1,190.00	move to 2001
	Replace Stoves	1465	35	\$16,800.00	\$8,092.00	\$8,092.00	\$8,092.00	complete 12/04
PA17-16 Donora-Scattered Sites	Replace Doors and Storms	1460	100%	\$0.00	\$55,565.00	\$55,565.00	\$16,898.00	Fungibility FY2003
	Replace Roofs	1460	100%	\$0.00	\$0.00	\$0.00		move to 2001
PA17-17 Nathan Goff Jr. Apts	Replace Water Heaters	1460	1	\$0.00	\$17,600.00	\$17,600.00	\$17,600.00	Fungibility FY2003
	Replace Heating Boilers	1460	2	\$0.00	\$0.00	\$0.00	\$0.00	move to 2001
PA17-19 Monongahela T'hs	Replace Doors and Storms	1460	100%	\$0.00	\$36,263.00	\$36,263.00	\$10,837.00	in progress
PA17-20 Bentley Tower	Replace Chiller and Valves	1460	100%	\$0.00	\$74,740.00	\$74,740.00	\$65,466.00	Fungibility FY2003
	Replace Building Façade	1460	as reqd	\$0.00	\$47,010.00	\$47,010.00		Fungibility FY2003
PA17-21 Bassettown Manor	Replace Doors and Hardware	1460	100%	\$0.00	\$16,910.00	\$16,910.00	\$2,864.00	Fungibility FY2003
	Replace Heating Boilers	1460	3	\$0.00	\$71,800.00	\$71,800.00	\$49,139.00	Fungibility FY2003

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995				Grant Type and Number Capital Fund Program Grant No: PA28PO1750102 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	
HA-Wide Activities								
1406 Operations	General	1406		\$234,012.00	\$234,012.00	\$234,012.00	\$231,568.00	
	Extraordinary Maintenance	1406		\$65,000.00	\$65,000.00	\$65,000.00	\$0.00	
			Total	\$299,012.00	\$299,012.00	\$299,012.00	\$231,568.00	
1408 Mgmt. Improvements								
	Communications Support	1408		\$20,000.00	\$5,000.00	\$5,000.00	\$882.00	
	Development Coordinator	1408		\$48,000.00	\$60,000.00	\$60,000.00	\$60,000.00	
	Computer Software	1408		\$40,000.00	\$3,425.00	\$3,425.00	\$1,900.00	
	Computer Training	1408		\$32,760.00	\$21,600.00	\$21,600.00	\$20,522.00	
	Management Update Consultant	1408		\$15,000.00	\$13,450.00	\$13,450.00	\$6,850.00	
	Constables	1408		\$0.00	\$15,025.00	\$15,025.00	\$15,025.00	
	Computer Consultant	1408		\$30,000.00	\$2,000.00	\$2,000.00	\$1,390.00	
	Computer Maintenance	1408		\$0.00	\$41,456.00	\$41,456.00	\$39,075.00	
			Total	\$185,760.00	\$161,956.00	\$161,956.00	\$145,644.00	
1410 Administration								
	Salaries	1410		\$110,169.00	\$110,169.00	\$110,169.00	\$108,372.00	
	Fringe Benefits	1410		\$47,371.00	\$47,371.00	\$47,371.00	\$46,421.00	
			Total	\$157,540.00	\$157,540.00	\$157,540.00	\$154,793.00	
A& E Costs and Fees								
	A/E Fees	1430		\$55,000.00	\$53,135.00	\$53,135.00	\$52,192.00	
	L-B-P Specs	1430		\$0.00	\$0.00	\$0.00	\$0.00	
	Sundry Expenses	1430		\$10,000.00	\$15,765.00	\$15,765.00	\$15,765.00	
	Survey Fees	1430		\$5,000.00	\$0.00	\$0.00	\$0.00	
			Total	\$70,000.00	\$68,900.00	\$68,900.00	\$67,957.00	
Non-Dwelling Equipment								
	Computer hardware	1475		\$15,000.00	\$2,017.00	\$2,017.00	\$2,017.00	

Annual Statement/Performance and Evaluation Report							
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)							
Part III: Implementation Schedule							
PHA Name: Washington County Housing Authority				Grant Type and Number Capital Fund Program Grant No: PA28PO1750102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002
Development Number / Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PA17-01 Maple Terrace	9/30/2004		9/30/2004	9/30/2006			
PA17-02 Lincoln Terrace	9/30/2004		9/30/2004	9/30/2006			
PA17-03 Frederick Terrace	9/30/2004		9/30/2004	9/30/2006			
PA17-04 Highland Terrace	9/30/2004		9/30/2004	9/30/2006			
PA17-05 Valley View Terrace	9/30/2004		9/30/2004	9/30/2006			
PA17-08 Crumrine Tower	9/30/2004		9/30/2004	9/30/2006			
PA17-09 Cal Terr/Riverview	9/30/2004		9/30/2004	9/30/2006			
PA17-10 Calif Apts/Manor	9/30/2004		9/30/2004	9/30/2006			
PA17-12 C'burg Scattered Sites	9/30/2004		9/30/2004	9/30/2006			
PA17-14 Highland Ave Apts	9/30/2004		9/30/2004	9/30/2006			
PA17-15 Maple Terr View	9/30/2004		9/30/2004	9/30/2006			
PA17-16 Donora Scatt Sites	9/30/2004		9/30/2004	9/30/2006			
PA17-17 Nathan Goff Jr. Apts	9/30/2004		9/30/2004	9/30/2006			
PA17-19 Monongahela TwnHse	9/30/2004		9/30/2004	9/30/2006			
PA17-20 Bentley Tower	9/30/2004		9/30/2004	9/30/2006			
PA17-21 Bassettown Manor	9/30/2004		9/30/2004	9/30/2006			
1406 Operations	9/30/2004		9/30/2004	9/30/2006			
1408 Mgmt. Improvements	9/30/2004		9/30/2004	9/30/2006			
1410 Administration	9/30/2004		9/30/2004	9/30/2006			
1430 Fees and Costs	9/30/2004		9/30/2004	9/30/2006			
1475 Nondwelling Equipment	9/30/2004		9/30/2004	9/30/2006			
1495 Relocation	9/30/2004		9/30/2004	9/30/2006			

**CAPITAL FUND PROGRAM TABLES START HERE**

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995			Grant Type and Number Capital Fund Program Grant No: PA28PO1750101 Replacement Housing Factor Grant No:		Federal FY of Grant: 2001
Original Annual Statement		Reserve for Disasters/ Emergencies:		Revised Annual Statement	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2005		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	\$189,015.00	\$181,613.00	\$181,613.00	\$181,613.00
3	1408 Management Improvements	\$182,000.00	\$172,380.00	\$172,380.00	\$169,797.00
4	1410 Administration	\$175,000.00	\$173,952.00	\$173,952.00	\$173,952.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$86,500.00	\$124,186.00	\$124,186.00	\$124,186.00
8	1440 Site Acquisition				
9	1450 Site Improvement	\$350,731.00	\$157,858.00	\$157,858.00	\$157,858.00
10	1460 Dwelling Structures	\$655,500.00	\$841,657.00	\$841,657.00	\$841,657.00
11	1465.1 Dwelling Equipment—Nonexpendable	\$46,000.00	\$89,814.00	\$89,814.00	\$89,814.00
12	1470 Nondwelling Structures	\$0.00	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$15,000.00	\$10,025.00	\$10,025.00	\$9,124.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$52,000.00	\$261.00	\$261.00	\$261.00
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	<b>Amount of Annual Grant: (sum of lines 2 – 20)</b>	\$1,751,746.00	\$1,751,746.00	\$1,751,746.00	\$1,748,262.00
22	Amount of line 21 Related to LBP Activities	\$321,000.00	\$680,582.00	\$680,582.00	\$680,582.00
23	Amount of line 21 Related to Section 504 compliance	\$0.00	\$19,500.00	\$19,500.00	
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: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995				Grant Type and Number: Capital Fund Program Grant No: PA28PO1750101 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	
PA17-01 Maple Terrace	Repave Drive Roads	1450	As Needed	\$80,000.00	\$50,000.00	\$50,000.00	\$50,000.00	Complete 6/03
	Repave Parking Areas	1450	As Needed	\$93,731.00	\$41,956.00	\$41,956.00	\$41,956.00	Complete 6/03
	Upgrade Landscaping	1450	As Needed	\$20,000.00	\$0.00	\$0.00		Move to FFY2003
	Lead Based Paint Abatement	1430	100 Units	\$0.00	\$0.00	\$0.00		See Page 4
	Lead Based Paint Abatement	1460	100 Units	\$155,000.00	\$322,305.00	\$322,305.00	\$322,305.00	In progress
	Relocation	1495	As Needed	\$25,000.00	\$0.00	\$0.00	\$0.00	None Required
PA 17-02 Lincoln Terrace	Replace Retaining Wall (Regrade Slope)	1450	100%	\$100,000.00	\$62,902.00	\$62,902.00	\$62,902.00	Complete 8/03
	Install Site Signage and Index Map	1450	As Needed	\$7,000.00	\$3,000.00	\$3,000.00	\$3,000.00	Complete 8/03
	Install New Tub Surrounds and Showers	1460	46 Units	\$60,000.00	\$0.00	\$0.00		move to FFY2000
	Lead Based Paint Abatement	1430	46 Units	\$0.00	\$0.00	\$0.00		See Page 4
	Lead Based Paint Abatement	1460	46 Units	\$45,000.00	\$159,848.00	\$159,848.00	\$159,848.00	In progress
	Relocation	1495	As Needed	\$0.00	\$0.00	\$0.00	\$0.00	None Required
PA 17-03 Frederick Terrace	Lead Based Paint Abatement	1430	31 Units	\$0.00	\$0.00	\$0.00	\$0.00	See Page 4
	Lead Based Paint Abatement	1460	31 Units	\$0.00	\$63,096.00	\$63,096.00	\$63,096.00	In progress
	Replace Refrigerators	1465	55	\$0.00	\$14,701.00	\$14,701.00	\$14,701.00	move from 2002
	Relocation	1495	As Needed	\$0.00	\$0.00	\$0.00	\$0.00	None Required

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995				Grant Type and Number Capital Fund Program Grant No: PA28PO1750101 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	
PA 17-04 Highland Terrace								
	Replace Railings on Boiler Room Stairs	1450	As Needed	\$50,000.00	\$0.00	\$0.00		move to FFY2000
	Replace Roofs	1460	1 bldg	0	\$13,216.00	\$13,216.00	\$13,216.00	carry-over FFY2000
	Lead Based Paint Abatement	1430	83 Units	\$0.00	\$0.00	\$0.00		See Page 4
	Lead Based Paint Abatement	1460	83 Units	\$0.00	\$135,333.00	\$135,333.00	\$135,333.00	In progress
	Relocation	1495	As Needed	\$0.00	\$0.00	\$0.00		None Required
PA 17-05 Valley View Terrace								
	Replace Refrigerators	1465	120	\$0.00	\$32,287.00	\$32,287.00	\$32,287.00	move from 2002
	Lead Based Paint Abatement	1430	116 Units	\$0.00	\$0.00	\$0.00		Deferred
	Lead Based Paint Abatement	1460	116 Units	\$121,000.00	\$0.00	\$0.00		Deferred
	Lead Based Paint Abatement	1470	Gas Hse	\$0.00	\$0.00	\$0.00		Deferred
	Relocation	1495	As Needed	\$9,000.00	\$0.00	\$0.00		None Required
PA 17-08 Crumrine Tower /Jollick Manor								
	Replace Heating Boilers	1460	100%	\$0.00	\$6,653.00	\$6,653.00	\$6,653.00	Complete 6/03
	Install New Mailbox System	1460	1	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	Complete 6/03
	Convert 15 Effc'y to 1 BR	1460	10	\$0.00	\$20,716.00	\$20,716.00	\$20,716.00	carry-over FFY'99'00
	Convert 15 Effc'y to 1 BR	1465	10	\$0.00	\$303.00	\$303.00	\$303.00	Complete 12/02
	Relocation	1495	As Needed	\$9,000.00	\$261.00	\$261.00	\$261.00	Complete 12/02
PA 17-09 California Terrace								
	Reconstruct Wood Floors (2nd Floor)	1460	24 Units	\$120,000.00	\$0.00	\$0.00		Deferred
	Reroute Kitchen Plumbing	1460	18 Units	\$45,000.00	\$0.00	\$0.00		Deferred
	Install Showers	1460	24 Units	\$60,000.00	\$0.00	\$0.00		move to FFY2000
	Instll Tile - Bathroom Floors	1460	24 Units	\$44,000.00	\$0.00	\$0.00		move to FFY2000
	Relocation	1495	As Needed	\$9,000.00	\$0.00	\$0.00		None Required
PA 17-12 Canonsburg-Scatt Sites								
	Replace Roofs	1460	18 units	\$0.00	\$43,598.00	\$43,598.00	\$43,598.00	move from FFY2002
PA 17-14 Highland Ave Apts								
	Replace Roofs	1460	8 units	\$0.00	\$37,974.00	\$37,974.00	\$37,974.00	move from FFY2002
PA 17-15 Maple Terr View								
	Replace Refrigerators	1465	35 units	\$0.00	\$10,704.00	\$10,704.00	\$10,704.00	move from FFY2002
PA 17-16 Scattered Sites-Donora								
	Replace Roofs	1460	18 units	\$0.00	\$30,765.00	\$30,765.00	\$30,765.00	move from FFY2002
PA 17-17 Nathan Goff Jr. Apt								
	Install Stove Backsplashes	1460	75 Units	\$4,000.00	\$0.00	\$0.00	\$0.00	move to FFY2000
	Replace Heating Boilers	1460	100%	\$0.00	\$6,653.00	\$6,653.00	\$6,653.00	Complete 10/03
	Replace Stoves	1465	75 Units	\$41,000.00	\$31,819.00	\$31,819.00	\$31,819.00	Complete 11/02

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Washington County Housing Authority 100 Crumrine Tower, Franklin Street Washington, PA 15301-6995			Grant Type and Number Capital Fund Program Grant No: PA28PO1750101 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	
HA-Wide Activities								
1406 Operations	General Operations	1406		\$150,000.00	\$141,492.00	\$141,492.00	\$141,492.00	
	Extraordinary Maintenance	1406		\$39,015.00	\$40,121.00	\$40,121.00	\$40,121.00	
			Total	\$189,015.00	\$181,613.00	\$181,613.00	\$181,613.00	
1408 Mgmt. Improvements								
	Communications Support	1408		\$15,000.00	\$ 717.00	\$717.00	\$717.00	
	Development Coordinator	1408		\$46,000.00	\$46,000.00	\$46,000.00	\$46,000.00	
	Computer Software	1408		\$15,000.00	\$5,388.00	\$5,388.00	\$5,388.00	
	Computer Training	1408		\$20,000.00	\$100.00	\$100.00	\$100.00	
	Management Consultant	1408		\$10,000.00	\$10,770.00	\$10,770.00	\$10,770.00	
	Constables	1408		\$30,000.00	\$48,817.00	\$48,817.00	\$46,234.00	
	Computer Consultant	1408		\$30,000.00	\$41,092.00	\$41,092.00	\$41,092.00	
	Computer Maintenance	1408		\$16,000.00	\$ 19,496.00	\$19,496.00	\$19,496.00	
			Total	\$182,000.00	\$ 172,380.00	\$172,380.00	\$169,797.00	
1410 Administration								
	Salaries	1410		\$125,000.00	\$126,009.00	\$126,009.00	\$126,009.00	
	Fringe Benefits	1410		\$50,000.00	\$47,943.00	\$47,943.00	\$47,943.00	
			Total	\$175,000.00	\$173,952.00	\$173,952.00	\$173,952.00	
A& E Costs and Fees								
	A/E Fees Agency Wide (excludes LBP)	1430		\$80,000.00	\$85,315.00	\$85,315.00	\$85,315.00	
	LBP Testing at 5 sites	1430		\$0.00	\$27,967.00	\$27,967.00	\$27,967.00	
	Sundries	1430		\$6,500.00	\$10,904.00	\$10,904.00	\$10,904.00	
			Total	\$86,500.00	\$124,186.00	\$124,186.00	\$124,186.00	
Non-Dwelling Equipment								
	Computer Hardware	1475		\$15,000.00	\$10,025.00	\$10,025.00	\$9,124.00	

Annual Statement/Performance and Evaluation Report							
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)							
Part III: Implementation Schedule							
PHA Name: Washington County Housing Authority				Grant Type and Number Capital Fund Program Grant No: PA28PO1750101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001
Development Number / Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PA17-01 Maple Terrace	6/30/2003	9/30/2003	9/30/2003	6/30/2004	9/30/2005		Error in original submission
PA17-02 Lincoln Terrace	6/30/2003	9/30/2003	9/30/2003	6/30/2004	9/30/2005		Error in original submission
PA17-04 Highland Terrace	6/30/2003	9/30/2003	9/30/2003	6/30/2004	9/30/2005		Error in original submission
PA17-05 Valley View Terrace	6/30/2003	9/30/2003	9/30/2003	6/30/2004	9/30/2005		Error in original submission
PA17-08 Crumrine Tower	6/30/2003	9/30/2003	9/30/2003	6/30/2004	9/30/2005		Error in original submission
PA17-09 California Terrace	6/30/2003	9/30/2003	9/30/2003	6/30/2004	9/30/2005		Error in original submission
PA17-17 Nathan Goff Jr. Apts	6/30/2003	9/30/2003	9/30/2003	6/30/2004	9/30/2005		Error in original submission
1406 Operations	6/30/2003	9/30/2003	9/30/2003	6/30/2004	9/30/2005		Error in original submission
1408 Mgmt. Improvements	6/30/2003	9/30/2003	9/30/2003	6/30/2004	9/30/2005		Error in original submission
1410 Administration	6/30/2003	9/30/2003	9/30/2003	6/30/2004	9/30/2005		Error in original submission
1430 Fees and Costs	6/30/2003	9/30/2003	9/30/2003	6/30/2004	9/30/2005		Error in original submission
1475 Nondwelling Equipment	6/30/2003	9/30/2003	9/30/2003	6/30/2004	9/30/2005		Error in original submission
1495 Relocation	6/30/2003	9/30/2003	9/30/2003	6/30/2004	9/30/2005		Error in original submission