

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

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# PHA Plans

Five Year Plan for Fiscal Years 2005 – 2009  
&  
Annual Plan for Fiscal Year 2005

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

**PHA Plan  
Agency Identification**

**PHA Name:** HOUSING AUTHORITY OF THE COUNTY OF CHESTER

**PHA Number:** PA046

**PHA Fiscal Year Beginning:** 01/2005

**Public Access to Information**

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

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

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

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

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

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

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

**Annual PHA Plan  
PHA Fiscal Year 2005  
[24 CFR Part 903.7]**

*(Note: Preceding this page is the presentation of the FIVE YEAR PLAN)*

**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)]

*Executive Summary is no longer a requirement.*

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.

**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 to the right of the title.

Required Attachments

- A: P&E for all open years; FY 2005 Annual Plan; 5 Year Action Plan-EXCEL separate attachment**
- B** Assessment of Site-Based Wait List – Demographic Changes
- C** Implementation of PH Resident Community Service Rqt.
- D** Pet Policy - actual Policy
- E** Progress Toward Five Year Plan
- F** Resident Member of the PHA Governing Board
- G** Membership of the Resident Advisory Board
- H** Section 8 Homeownership Program
- I** Voluntary Conversion – Initial Analysis
- J** RAB Comments
- K** Section 8 Project-Based Assistance

Optional Attachments:

**Supporting Documents Available for Review**

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs identified any impediments to fair housing choices and is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	Annual Plans
At County office	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policy
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, & Admissions
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with Deconcentration requirements (section 16(a) of the US Housing Act of 1937, and 2. Documentation of the required Deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy <b>Appendix 3</b>	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including	Annual Plan: Operations and Maintenance

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	cockroach infestation)	
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement for the active grant year <i>P&amp;E</i>	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund Program.	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or approved or submitted HOPE VI Revitalization Plans or any other approved proposal for PH development	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demo & Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of PH
N/A	Approved or submitted assessments & conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of PH
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan:
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Comm. Service & Self-Suff'y
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Comm. Service & Self-Suff'y
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Comm. Service & Self-Suff'y
N/A	The most recent PHDEP semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	

**1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

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

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

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall No. of Families*	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	4030	5	5	4	3	4	4
Income >30% but <=50% of AMI	3979	5	5	3	3	3	3
Income >50% but <80% of AMI	3481	4	4	2	3	2	2
Elderly	3044	4	3	2	3	1	1
Families with Disabilities	8185	4	5	2	4	2	1
Race/Ethnicity	N/A						
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: **2005**
- U.S. Census: **2000**
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources

**B. Housing Needs of Families on the Public Housing & Sec 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.

<b>Housing Needs of Families on the Waiting List</b>			
<i>All Data is as of September 2004</i>			
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	1451		40
Extremely low income <=30% AMI	895	62%	
Very low income (>30%; <=50% AMI)	421	29%	
Low income (>50% but <80% AMI)	135	9%	
Families with children	835	58%	
Elderly families	160	11%	
Families w/Disabilities	456	31%	
Race/ethnicity-Black	820	56%	
Race/ethnicity-White	600	42%	
Race/ethnicity- Hispanic/Other	31	2%	
1 BR	360 (0 + 1)	25%	
2 BR	636	44%	
3 BR+ 4 Br+ 5BR	368+75+12=455	31%	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? N/A			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes N/A			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes N/A			

**B. Housing Needs of Families on the Public Housing & Sec 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.

<b>Housing Needs of Families on the Waiting List</b>			
<i>All Data is as of September 2004</i>			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	3128		72
Extremely low income <=30% AMI	2975	95.0%	
Very low income (>30%;<=50%AMI)	140	4.5%	
Low income (>50% but <80% AMI)	13	0.5%	
Families with children	1877	60%	
Elderly families	751	24%	
Families with Disabilities	469	15%	
Black	2033	65%	
White	845	27%	
Hispanic	188	6%	
Asian/Pacific/Other	63	2%	
Characteristics by Bedroom Size ( <b>Public Housing Only</b> )	N/A	N/A	N/A
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? N/A			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes N/A			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes N/A			

**C. Strategy for Addressing Needs**

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

**(1) Strategies**

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

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

- Employ effective maintenance and management policies to minimize the number of public housing units off-line. *Implement the new Project-Based Accounting Management [PBAM] system.*
- Reduce turnover time for vacated public housing units. *A priority: qualify more applicants earlier*
- Reduce time to renovate public housing units. *This continues to be difficult due to both local L&I issues and manpower/funding restraints. Some work is now contracted out.*
- Seek replacement of public housing units lost to the inventory through mixed finance development. *Done; no further units are slated for demo/dispo..*
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources. *No further units are slated for demo/dispo. Under consideration is the use of voluntary conversion TBA's.*
- Maintain / increase Sec 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction. *Per HUD instructions, payment standards will remain same or be decreased, if absolutely required by funding constraints.*
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required. *N/A. Not an issue at this time.*
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration. *Bi-monthly landlord meetings are held. This area requires continual vigilance as housing in this County is extremely expensive.*
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program. *The new Administrative Plan has more stringent background checks, as recommended by HUD.*
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies. *This is always done.*

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

- Apply for additional section 8 units should they become available, *Yes, immediately.*
- Leverage affordable housing resources in the community through the creation of mixed - finance housing. *This has been done in two of our 4 geographic locations.*
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: *Use the Replacement Housing Factor funds to begin developing NEW public housing.*

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

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

- 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 *Continue to employ PH Admissions preference for working families*
- Other:

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

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

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

**NEED: Specific Family Types: The Elderly**

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

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

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

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

- 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 *CFP funds allocated to have current ADA units meet more stringent rqts.*
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available. *This has been done and has been successful. We will continue to do this.*
- Affirmatively market to local non-profit agencies that assist families with disabilities. *The Wait List is over 5 years; marketing is not now being undertaken.*
- Other: (list below) *Carry out modifications as practicable for all types of disabilities.*

**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:**

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: *In this County, these groups are African-American and Hispanic; both are well aware of availability. "La Comunidad" and "Alliance for Better Housing" inform the Hispanic community of availability – and the latter is developing housing in the geographic area with Hispanic concentration.*

**NOTE: The Wait Lists for both Public Housing and Section 8 continue to be about 5 years+!**

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

- 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

**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. *Housing is extremely expensive!*
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

**2. Statement of Financial Resources\*\***

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2005 grants)</b>		
a) Public Housing Operating Fund	<b>\$952,000</b>	
b) Public Housing Capital Fund	<b>\$281,448</b>	
c) HOPE VI Revitalization	<b>N/A</b>	
d) HOPE VI Demolition	<b>N/A</b>	
e) Annual Contributions for Section 8 Tenant-Based Assistance	<b>\$9,589,297</b>	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	<b>N/A</b>	
g) Resident Opportunity and Self-Sufficiency Grants	<b>N/A</b>	
h) Community Development Block Grant	<b>N/A</b>	
i) HOME	<b>N/A</b>	
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
CFP	<b>\$722,000</b>	Mgt.& Physical Improvements
PH Drug Elimination	<b>0</b>	
<b>3. P H Dwelling Rental Income</b>	<b>\$518,000</b>	
<b>4. Other income: Excess Utilities; Interest</b>	<b>\$10,000</b>	
<b>5. Non-federal sources (list below)</b>		
<b>Total resources</b>	<b>\$12,072,745</b>	

**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:
- When families are within a certain time of being offered a unit: (state time) **3 months**
- Other: (describe)

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other **Credit Check**

- c.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes? ***With cooperation of the local police dept., which has direct access to State & Federal records.***
- d.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes? ***See above.***
- e.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source) ***See above***

**(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, ***Countywide [not community wide]***
- Sub-jurisdictional lists
- Site-based waiting lists ***For all projects***
- Other (describe)

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

- PHA main administrative office
- PHA development site management office
- Other ***“Chester County Cares”; Phoenixville Comm. Svs.; “Y’s”; senior centers; La Comunidad Hispana.***

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? **7**

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**

3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists? **6 – main list + 5 SBWLs**

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

**(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 Only

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 ***These preferences were created by new law in 2003; no change from FY2000.***

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 ***Priority in all admissions***
- 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)  
***The head, spouse, or sole member of household is 62 years or older.\*\****  
***The head, spouse, or sole member of household is receiving SSD/SSI benefits or other payments based on inability to work\*\*.***

\*\* = ***Applicable to 50% of admissions in a calendar year:***

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.

1 Date and Time

Former Federal preferences: ***None.***

Other preferences (select all that apply)

- 2 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
- 2 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
- 2 Other preference(s) (list below)  
*The head, spouse, or sole member of household is 62 years or older\*\**  
*The head, spouse, or sole member of household is receiving SSD/SSI benefits or other payments based on inability to work\*\*.*

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 *Applicants may read the A&O policy at the main administrative office.*
- PHA briefing seminars or written materials
- Other source:

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: Does the PHA have any family (general occupancy) public housing developments covered by the deconcentration rule? If no, this section is complete. If Yes, continue to the next question. *The family developments are all EXEMPT per 24 CFR 903, FR of Aug 6, 2002.*

b.  Yes  No: Do any of these covered developments have average incomes above or below the 85% to 115% of the average incomes of all such developments, except that the upper limit shall never be less than the income at which a family would be defined as an extremely low income family under 24 CFR 5.603(b).N/A

**B. Section 8**

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

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

**(1) Eligibility**

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below) *As noted below...*
- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes? *The local police department accesses local, State & Federal records systems for the Authority.*
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes? *See above.*
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? *See above.*
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity. *No. If this is an issue, a voucher is not issued; or is revoked.*
- Other *poor housekeeping*

**(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office
- Other (list below)

**(3) Search Time**

- a.  Yes  No: Does the PHA give extensions on standard 60-day period to search for a unit? If yes, state circumstances below:
- For good cause, e.g. illness; unsuccessful housing search.*

**(4) Admissions Preferences**

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

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

Former Federal preferences: **None.**

Other preferences (select all that apply): **None.**

- 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)

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, etc. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

**1** Date and Time

Other preferences (select all that apply): **None.**

- 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

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

- 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":

- 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
- NA: the pool of applicant families ensures the PHA will meet income targeting requirements

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

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

- 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) *Through pertinent supportive services agencies.*

**4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

**A. Public Housing**

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

**(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

- \*Lost eligibility or waiting for an eligibility determination for an assistance program;**  
**\*When inability to pay the rent would result in eviction;**  
**\*When income has decreased due to change in circumstances;**  
**\*When there is a death in the family.**

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: ***Flat rents: choice of applicant; and at recertification***

d. Which of the discretionary deductions and/or exclusions policies does the PHA plan to employ :

 For the earned income of a previously unemployed household member ***Mandatory Year 1; 50% in Year 2.*** For increases in earned income. ***See above; as law requires; and 50% of year 2.*** Fixed amount (other than general rent-setting policy)?

If yes, state amount/s and circumstances below:

 Fixed percentage (other than general rent-setting policy)?

If yes, state percentage/s and circumstances below:

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

e. Ceiling rents

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

- 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) *N/A*.

- 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) *N/A*

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount.
- Other : *If decrease in allowable expenses; if change in family composition; if income decreases*

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

**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**

**(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 , *in some Townships; also Exception FMR for part of County.*

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

- FMR's 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)

- FMR's 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) *Availability of housing outside of low-income urban areas.*

**(2) Minimum Rent**

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

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

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

**5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

**A. PHA Management Structure**

Describe the PHA's management structure and organization. (select one)

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

**B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning 2005</b>	<b>Expected Turnover</b>
Public Housing*	332*	39
Section 8 Vouchers	1425	60
Section 8 Mod Rehab	53	24
Specl Sec. 8 C/V: <i>Mainstream Welfare to Work</i>	100 50	12 6
<i>FSS</i>	104**	20

*\*includes AME's. \*\*46.*

*persons have completed the program*

**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:

Admissions & Continued Occupancy

Capitalization Policy

Check Signing Policy

Criminal Records Management Policy

Disposition Policy

Drug Free Policy

Equal Housing Opportunity Policy

Ethics Policy

Procurement Policy

Public Housing Lease, incl. Community Service Rqts.

Pet Policy

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

Section 8 Administrative Plan

Section 8 Lease

**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:

*Informal hearing for drug related/violent crime.*

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.

**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.

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment.

-or-

- The Capital Fund Program Annual Statement is provided below.

**(2) Capital Fund Program Five Year Plan**

Select one:

- The Capital Fund Program Five Year Plan is provided as an attachment.

-or-

- The Capital Fund Program Annual Statement is provided below.

**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: ***Oak Street, Rosemont, Broadview, & Hillcrest in Coatesville; South Coatesville***
  2. Development (project) numbers: ***46-1; 46-3; 46-7***
  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:
- With RHF funds, planning for creation of new public housing will begin in FY 2004.**

**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. 1437p) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development)
2. Activity Description. *N/A*
  - Yes  No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name:
1b. Development (project) number
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> ; Submitted, pending approval <input type="checkbox"/> ; Planned application <input type="checkbox"/>
4. Date application <u>approved</u> , submitted, or planned for submission
5. Number of units affected:
6. Coverage of action (select one) : <input type="checkbox"/> Part of the development; <input type="checkbox"/> Total development
7. Timeline for activity: <ul style="list-style-type: none"> <li>a. Actual or projected start date of activity:</li> <li>b. Projected end date of activity</li> </ul>

**9. 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: Maple & Spruce Courts, West Chester
1b. Development (project) number: 46-2/partial
2. Designation type: <b>2 buildings: 1 to be elderly only; 1 to be disabled only</b> Occupancy by only the elderly <input checked="" type="checkbox"/> <b>building #1</b> Occupancy by families with disabilities <input checked="" type="checkbox"/> <b>building #2</b> 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 checked="" type="checkbox"/>
4. Date this designation approved, submitted, or <b>planned</b> for submission: <b>(06/30/05)</b>
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: <b>12 each building = total of 24 units</b>
7. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development. <b>In same location &amp; dev. no. is family housing of 26 units.</b> <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.)

2. Activity Description **NOT APPLICABLE**

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Mgt. Table?

<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, to block 4; if no to block 5.)	
4. Status of Conversion Plan (select the statement that best describes 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 <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units

**B. Voluntary Conversions pursuant to Section 22 of the U.S. Hsg Act of 1937**

*See Attachment I.*

**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 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/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 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 component in the **optional** Public Housing Asset Mgt. Table?

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name: N/A	1b. Development (project) number: N/A
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III; <input checked="" type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input checked="" 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 planned for submission:	
5. Number of units affected: <b>61</b> [approximately]	
6. Coverage of action: <input type="checkbox"/> Part of the development	<input type="checkbox"/> Total development N/A

**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 USHA of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using table below (copy; complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. High performing PHAs may skip to component 12.)

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

**See “Required Attachment H”, at the end of this Plan.**

**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? **New agreement, superceding 1999’s is in process, October 2004).**

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

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

**(1) General**

a. Self-Sufficiency Policies

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

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (PH or Sec.8 participants or both)
<b>HOPE VI</b>	<b>78</b>	<b>Specific criteria</b>	<b>PHA satellite office</b>	<b>PH &amp; Sec 8</b>

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

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: <b>07/30/04</b> )
Public Housing	<i>n/a</i>	<b>3</b>
Section 8	<b>51**</b>	<b>104**</b>

**\*\*46 persons have complete the program; thus a drop from 97 to 51.**

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

**C. Welfare Benefit Reductions**

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

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

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

See “Required Attachment C” at end of this template.

**13. PHA Safety and Crime Prevention Measures [24 CFR Part 903.7 9 (m)]**

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

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

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

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

2. What information did the PHA use to determine the need for PHA actions to improve safety residents

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

3. Which developments are most affected? (list below) *All Family developments: 46-2/Locust Ct in West Chester 26 units.; 46-4/Fairview in Phoenixville – 24 units; 46-12/Hannum Gardens “mixed-finance”; 16 of 31 units are ACC).*

**B. Crime & Drug Prevention activities the PHA has undertaken in 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 *at Hannum Gardens.*
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

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

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

- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other

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

PHAs eligible for FY 2003 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds. **THIS PROGRAM WAS TERMINATED BY CONGRESS. THUS THIS PARAGRAPH IS MOOT; NO DATA PROVIDED.**

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan? N/A
- Yes  No: Has the PHA included the PHDEP Plan for FY 2003 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename): **n/a.**

**14. PET POLICY [24 CFR Part 903.7 9 (n)]**

*See Required Attachment D.*

**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.

**17. PHA Asset Management [24 CFR Part 903.7 9 (q)]**

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

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
  - Not applicable
  - Private management
  - Development-based accounting
  - Comprehensive stock assessment
  - Other: *Maintain level of operating subsidy with the mixed-finance process for some public housing developments*
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 RAB/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

- Attached at **Attachment J**, a part of this submission.
- Provided below:

**B. Description of Election process for Residents on the PHA Board See also Required Attachment F.**

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937?
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 **N/A**

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

1. Consolidated Plan jurisdiction: ***Chester County, PA.***

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.
- Other: (list below)

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

*The Consolidated Plan of the County of Chester is a Five Year plan 2005 – 2009. It is not yet available in final version; however a review of the draft indicates that the major activities complement the Authority’s Plan. Specifically, their plan states "The County will be supportive of the Authority’s goals, especially as they relate to public housing modernization and critically needed increases in rental vouchers and new housing units". It continues, by stating its commitment to the HOPE VI efforts.*

*Concerning economic development, the County's OHCD continues to support its "Team Pennsylvania CareerLink" whereby low income persons are assisted through a "One Stop Shop" to connect to jobs, job training, transportation, and child-care.*

*Their Plan also includes at least one "Fair Housing" training seminar, as the fundamental barrier to increased affordable housing is the NIMBY syndrome.*

**D. Other Information Required by HUD**

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

The definition of "Substantial Deviation" and the summary of our Deconcentration Policy were provided in the FY 2000 submission; and as stated in the instructions for FY 2004, do not need to be repeated, unless substantially altered. These two items were not altered.

**Attachments**

*Provided below is a list of "Required Attachments" as noted in PIH 2000-43 and later directives- as applicable to this Authority.*

**REQUIRED ATTACHMENTS:**

**PHDEP PLAN NOTE: PHDEP PROGRAM HAS BEEN TERMINATED BY CONGRESS**

Attachment A: CFP FY 2005, Annual; Five Year and all P&Es. **These are in a separate attachment, as they are in EXCEL**

Attachment B: Site Based Wait List -

Attachment C: Community Service

Attachment D: Pet Policy

Attachment E: Progress Report

Attachment F: Resident on Board

Attachment G: Resident Advisory Council

Attachment H: Section 8 Homeownership Program

Attachment I: Voluntary Conversion: RIA Questions

Attachment J: Resident Advisory Board Comments

Attachment K: Sec. 8 Project-Based Voucher Program

***They begin on the next page***

**Required Attachment B: “Assessment of Site-Based Waiting List  
Development Demographic Changes” N/A for this HA**

*For the 2005 Annual Plan, there are three NEW SBWLs.*

The regulations and the Plan Guidebook state as follows:

“If the PHA plans to implement a site-based waiting list at any of its *public housing developments*, the PHA should take into account that in *the following year’s* Annual Plan, the PHA will be required to provide an assessment (table or brief narrative) of the changes in racial, ethnic, or disability-related resident composition at each applicable PHA site”.

For 2004, there were no new *SBWLs* , thus this requirement for analysis of its effects is not applicable.

In planning for the new public housing “project-based” management and accounting, as based on the Harvard Study, the Authority plans to institute site-based waiting lists for each geographic area. The central Wait List will be closed; those currently on that list will be notified of this change and asked to select site(s) that they prefer. The details of devolving the central list to site-specific lists are now being developed.

## **Required Attachment C: Implementation of Public Housing Resident Community Service Requirements**

When this requirement was re-instated, letters were sent to all PH residents. The PH units which are owned and/or managed by others have also instituted this requirement. The overall results are as follows:

Of the total adult population:	333 persons,
Exempt as elderly/disabled:	-234
Balance subject to review:	99
Exempt as employed/student:	70
Required to do Comm. Sv.:	29.

Some of the community service duties being undertaken by these individuals are as follows:

- Working at the local library
- Working at local churches
- Working at the PH sites, both office-type and grounds
- Working with the Girl Scouts
- Working with the Police Athletic League

**Required Attachment D: "Pet Policy – Summary"****HOUSING AUTHORITY OF THE COUNTY OF CHESTER, PA****18.0 PET POLICY****18.1 EXCLUSIONS**

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

**18.2 PETS IN PUBLIC HOUSING**

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

**18.3 APPROVAL**

Residents shall have the prior written approval of the Housing Authority before moving a pet into their unit. Residents shall request approval on the Authorization for Pet Ownership Form that shall be fully completed before the Housing Authority will approve the request. Residents shall give the Housing Authority a clear photograph of the pet so it can be identified.

**18.4 TYPES AND NUMBER OF PETS**

The Housing Authority of the County of Chester will allow only common household pets. This means that only domesticated animals such as a dog, cat, bird, fish in aquariums or a turtle will be allowed in units. Common household pets do not include reptiles (except turtles). If this definition is broader than a state or local law or regulation, the state or local law or regulation shall govern.

The number and type of pets per unit will be allowed according to this schedule.

Unit Size	Dog/ Cat	Bird/Fish/ Turtle
Zero Bedroom	1	1
One Bedroom	1	1
Two Bedrooms	1	2
Three Bedrooms	2	2
Four or More Bedrooms	2	2

Detailed restrictions, by type of pet:

Dog: Max. size: 20 lbs

Cat: No maximum size.

NOTE: All dogs and cats shall be spayed or neutered at 6 mos.

Bird: max. number: 2; max. size: parakeet size (no parrots, mynas, etc.)

Fish: Max aquarium size 10 gallons; no meat-eating species

Under no circumstances will any animal deemed to be potentially harmful to the health or safety of others, including attack or fight trained dogs, such as pit bulls, will be allowed.

**18.5 INOCULATIONS**

In order to be registered, pets shall be appropriately inoculated against rabies, distemper and other conditions prescribed by state and/or local ordinances. They shall comply with all other state and local public health, animal control, and anti-cruelty laws including any licensing requirements. A certification signed by a licensed veterinarian or state or local official shall be annually filed with the Housing Authority of the County of Chester to attest to the inoculations.

**18.6 PET DEPOSIT**

A pet deposit of \$99.00 is required at the time of registering a pet. The deposit is refundable when the pet or the family vacates the unit, less any amounts owed due to damage beyond normal wear and tear. A separate deposit is required for each pet.

**18.7 FINANCIAL OBLIGATION OF RESIDENTS**

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

**18.8 NUISANCE OR THREAT TO HEALTH OR SAFETY**

The pet and its living quarters shall be maintained in a manner to prevent odors and any other unsanitary conditions in the owner's unit and surrounding areas.

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

Pets who make noise continuously and/or incessantly for a period of 10 minutes or intermittently for one half hour or more to the disturbance of any person at any time of day or night shall be considered a nuisance.

**18.9 DESIGNATION OF PET AREAS**

Pets shall be kept in the owner's apartment or on a leash at all times when outside the unit (no outdoor cages shall be constructed). Pets will be allowed only in designated areas on the grounds of the property if the Authority designates a pet area for the particular site. Pet owners shall clean up after their pets and are responsible for picking up the pet waste, placing it into a strong plastic bag, tightly sealed, and disposing of it in a waste bin.

Pets shall not be allowed in the community room, community room kitchen, laundry rooms, public bathrooms, lobby, hallways or offices in any Authority site, (with the exception of assistive animals).

To accommodate residents who have medically certified allergic or phobic reactions to dogs, cats, or other pets, those pets shall be barred from certain wings (or floors) in our development(s)/(building(s)). This shall be implemented based on demand for this service.

**18.10 MISCELLANEOUS RULES**

Pets shall not be left unattended in a dwelling unit: for dogs/cats/birds: 8 hours; for fish/turtle, 24 hours. If the pet is left unattended and no arrangements have been made for its care, the Authority has the right to enter the premises and take the unattended pet to be boarded at a local animal care facility at the total expense of the resident.

Pets shall be kept free of fleas, ticks, or other insect infestation.

Pet bedding shall not be washed in any common laundry facilities.

All dogs shall wear a tag bearing the resident's name and phone number and the date of the latest rabies inoculation.

Pets cannot be kept, bred or used for any commercial purpose.

Residents owning cats shall maintain waterproof litter boxes for cat waste. Refuse from litter boxes shall not accumulate or become unsightly or unsanitary. Litter shall be disposed of in a strong plastic bag, tightly sealed.

A pet owner shall physically control or confine his/her pet when Housing Authority employees, agents of the Housing Authority or others enter the pet owner's apartment to conduct business, provide services, enforce lease terms, etc.

If a pet causes harm to any person, the pet's owner shall be required to permanently remove the pet from the Housing Authority's property within 24 hours of written notice from the Housing Authority. The pet owner shall also be subject to termination of his/her dwelling lease.

A pet owner who violates any other conditions of this policy shall be required to remove his/her pet from the development within 10 days of written notice from the Housing Authority. The pet owner shall also be subject to termination of his/her dwelling lease.

The Housing Authority's grievance procedures shall be applicable to all individual grievances or disputes arising out of violations or alleged violations of this policy.

#### **18.11 VISITING PETS**

Pets that meet the size and type criteria outlined above may visit the projects/buildings where pets are allowed for up to one week, with the following provisions: 1) prior approval is required use the same Pet form; 2) the maximum number of pets (see paragraph 18.4) cannot be exceeded counting this visiting pet. Residents who have visiting pets shall abide by the conditions of this policy regarding health, sanitation, nuisances, and peaceful enjoyment of others. If visiting pets violate this policy or cause the tenant to violate the lease, the tenant will be required to remove the visiting pet immediately.

#### **18.12 REMOVAL OF PETS**

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

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

## **Required Attachment E: “Progress Toward Five Year Plan Goals”**

**The FY 2005 Plan is the first year of the new Five-Year cycle. The Housing Authority of the County of Chester continued to make progress in those areas delineated in its initial Five Year Plan. Below is a brief statement of progress for each major element as outlined in the FY 2000 Five Year Plan template.**

*1. Increase the availability of affordable housing*

Our first goal was to add up to 500 vouchers by the end of Year 5. The Authority has added 372 new vouchers ; The Authority was well on its way to approaching this goal; however in the last year or so, HUD has not published NOFAs for Incremental Section 8s. The Authority, through HOPE VI and other mixed –finance programs, has also successfully increased the number of assisted housing units.

*2. Improve community quality of life and economic vitality: deconcentration/income mix.*

Another, new analysis affirms that within housing type [elderly: family], no concentration of extremely low versus moderately-low exists.

*3. Promote Self-Sufficiency and Asset development of families.* This year, the Authority has begun implementation of a Section 8 Homeownership program. This, coupled with a successful FSS program, is helping assisted families to attain self-sufficiency.

*4. Ensure Equal Opportunity in Housing for all Americans.* Both programs - the public housing programs and Section 8 program - serve quite well those groups most vulnerable to discrimination in housing. The Section 8 program – which is based on private landlords – is subject to discrimination, however it has not been an issue in the last year or so.

## Required Attachment F: Resident Member on the PHA Governing Board

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

A. Name of resident member(s) on the governing board: **Michelle Redd**

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

- Elected  
 Appointed

C. The term of appointment is (include the date term expires): **June 2005 (3-year appointment)**

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

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

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

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

**The Chester County Commissioners appoint the Board members of the Housing Authority. There are three County Commissioners: Carol Aichele, Donald Mancini, and Andrew Dinniman.**

## **Required Attachment G: Membership of the Resident Advisory Board or Boards**

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

### PUBLIC HOUSING

Patricia Downs – PH, Elderly, Phoenixville  
Ken Webber – PH, Elderly, Phoenixville  
Elsie Nicholas – PH, Family, West Chester  
Monique Brown – PH, Family, West Chester  
Samella Burton – PH, Elderly, West Chester  
Mabel Thompson – PH, Elderly, West Chester

### SECTION 8

Geraldine Edwards – Section 8, Family  
Ollie Lee – Section 8, Elderly

This group is an excellent representation of those directly assisted by the PHA.

## **Required Attachment H: Section 8 Homeownership Program Capacity Statement**

The Housing Authority has implemented its Section 8 Homeownership Plan. The Section 8 Administrative Plan has been amended to include this activity.

### **Capacity Statement:**

The program requires that there be a minimum down payment of 3% of the purchase price and that the last 1% of the purchase price be from the family's personal resources.

### **HACC's Housing Choice Voucher Program Homeownership Option**

The Housing Authority of the County of Chester implemented The Housing Choice Voucher Program Homeownership Option in order to promote and support homeownership by a first-time homebuyer. The Authority will assist in this process by:

- Providing Housing Choice Voucher payments to help with Homeownership expenses for eligible participants.
- Providing Homeownership Counseling through a series of educational workshops including, Budget and Credit, Legal Issues of Fair Housing and Predatory Lending, How to Buy a House and Home Maintenance.
- Providing participants with one-on-one counseling with the Homeownership Administrator as well as with referral agencies. These referral agencies will provide additional pre-purchase counseling.
- Participants will complete a minimum of 10 hours of training.

## Required Attachment I: Voluntary Conversion of Public Housing – RIA

1. How many of the PHA's development are subject to the RIA?: *2: Partial of 2 project numbers: 46-2, 26 units; 46-4, 24 units.*
2. How many developments are NOT subject to RIA? *4(elderly/disabled)*
3. How many Assessments were conducted? *2*
4. Identify PHA developments that may be appropriate for conversion:
  - Locust Court: West Chester, [east end of town]. 26 family units.
  - Fairview Village, Phoenixville. 24 family units

### Responses to Questions:

1. *Conversion would not be more expensive.*

It would be advantageous to convert the two family public housing developments to Section 8, if it is assumed that HA would continue to own and manage the property, i.e. that the only change is the income stream.

2. *Conversion would not adversely impact the residents.*

There would be no difference to the residents. All utilities would be paid by the landlord, which is the housing authority. Over time, utilities could be transferred to residents; however, in that case, they would receive a utility allowance.

3. *Conversion would not adversely impact the availability of affordable housing.*

There may well be a negative impact, as almost all the Section 8 vouchers are leased up and there is concern about future funding levels for the Section 8 program. *If additional vouchers were to be provided to implement this program, it would indeed be quite advantageous both for the Authority and for those needing assisted housing.* Also, it may assist in better acceptance of affordable housing by the community with “public housing” being eliminated. It would be recommended to undertake serious cosmetic improvements with the conversion.

## Required Attachment J: Resident Advisory Board Comments

The Resident Advisory Board [RAB] met at lunchtime on August 18, 2004 to review the draft Annual & CFP Five Year Plans.

The Board was comprised of the same members as in previous years. One member, due to a death in the family, was unable to attend.

### DISCUSSION

- Housing Needs – Wait List The updated data indicated a significant increase from the prior year, which itself was an increase over the previous year. Again, most of the increase occurred in the “under 30% AMI” category.
- “Need – All eligible populations” Strategy #2 – last year, a new source was noted ‘ Use of Replacement Housing Factor” funds for development of *new* public housing. *Discussion:* The Authority had been planning to develop housing for the elderly – there is a lot of new elderly housing in this County – but it is expensive! The Authority is considering family housing because that’s the greatest need. However in Chester County the cost of land is prohibitive. We noted that we will be exploring collaborative efforts with for-profit and non-profit developers.
- This is only *planning*. As noted above, the Authority is now considering the possibility of developing new family public housing. It was stressed that these RHF funds are to accrue for 5 years/until sufficient funds are accumulated. The level of funding to be provided is only an estimate based on the last allotted amount; Congress/HUD could cancel this program at any time, thus this is what we *plan* to do. These funds also require leveraging through tax credits, etc.

The discussion then turned to the Capital Fund Plan’s planned activities.

The funding level was projected to stay constant; we had not yet received our award. The need to address emergencies was discussed, and although they understood, were disappointed. Three major emergencies were roof replacement, and sprinkler/fire alarm systems at two sites to meet stricter codes enacted last year. These three items together exceed the annual CFP grant amount. The concept of “Fungibility” was again explained. This allows work items stated in one year to be moved forward to a later year when sufficient funding should be available.

The one major topic was again “Designated Housing”. The seniors are quite disturbed by the young disabled – both physically and emotionally handicapped. There have been plans to convert one site since FY2000; however the feasibility of this idea, both financially and physically, is not at all clear. A new approach collaborating with the County and other NGO’s will be explored in the next year.

The new Deputy Director then briefly explained the future for Public Housing – Project-Based management and accounting.

*The Public Hearing.* This was held on October 12, 2004. This Hearing was duly advertised in accordance with requirements. No comments were received.

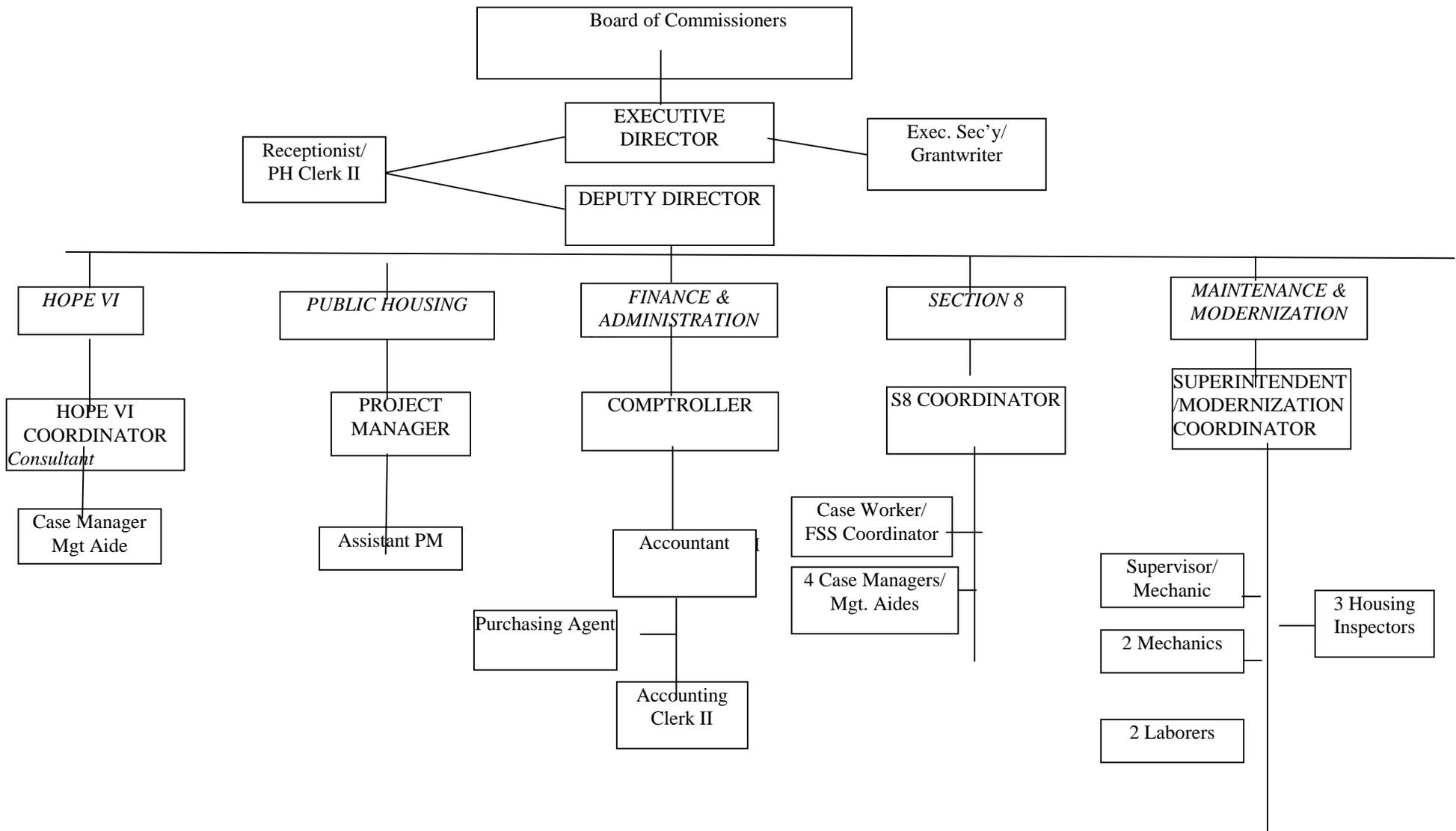
## **Required Attachment K: Sec 8 Project-Based Assistance Program**

The Authority is utilizing the maximum 20% of total Section 8 vouchers for the PBA program – 304. Only 11 of these are not yet in-service, as they were awarded to a new project - which has County and private funds – that has not yet been completed.

Chester County is now the wealthiest County in the Commonwealth of Pennsylvania. It also has the fastest rate of growth. The resident population continues to age in place. Thus, new housing development, be it for families or elderly is “middle income” or above. There are quite a few new senior developments throughout the County that are “top-end”. There is no such thing as “affordable housing” in the market place.

Some developers, in conjunction with non-profits, built low-income affordable housing utilizing tax credits and PBAs, and the Authority has been involved with them for quite a few years. The demand for this type of housing continues to increase, however. Further, the Authority’s HOPE VI Mixed-Finance projects and a non-HOPE VI Mixed Finance project are using PBAs for the non-ACC units so as to ensure an income stream to the partnerships created through the Mixed Finance endeavors.

Concerning geographic distribution/census tracts, the current and planned developments are in qualifying tracts, but are not in “bad neighborhoods”. They are also scattered throughout the County rather than being concentrated in the two well-known “low income” municipalities. This plan will go a long way toward the HUD - and the Housing Authority’s – goal of creating housing which is *not* in the traditionally “poor neighborhoods”.



**HOUSING AUTHORITY OF THE COUNTY OF CHESTER PA046  
REVISED, NOV 04**

**Attachments to the REVISED FY 2005 Annual & Five Year Plan**

**Note: the Revisions concern CFPs only - changes in dates and information about LBP, Security, etc. The Expended data is as of June 30, 2004.**

**"P&E" & Annual Statements for Existing CFP & RHF Programs  
FY 2005 ANNUAL PLAN; & Five Year (2006 - 2009) PLAN**

***Please note that the "Naming Convention" for attachments to a Revised Plan require the version number, thus each attached file is now a letter, e.g. pa046a02; b02, rather than 1,2,3...***

*No. of* Data is located in the worksheets, clearly labeled, as follows:  
*Files* Table of Contents of this File:  
*new name;*

<i>pa046a02</i>	This cover sheet:	
<i>pa046b02</i>	501-01	Summary, Detail, Schedule (3 worksheets per file)
<i>pa046c02</i>	501-02	Summary, Detail, Schedule
<i>pa046d02</i>	501-03	Summary, Detail, Schedule
<i>pa046e02</i>	502-03	Summary, Detail, Schedule
<i>pa046f02</i>	501-04	Summary, Detail, Schedule
<i>pa046g02</i>	RHF 501-01	Summary, Detail, Schedule
<i>pa046h02</i>	RHF 501-02	Summary, Detail, Schedule
<i>pa046i02</i>	RHF 501-03	Summary, Detail, Schedule
<i>pa046j02</i>	RHF 501-04	Summary, Detail, Schedule
	* * * * *	<i>Annual Plan</i>
<i>pa046k02</i>	501-05	Summary, Detail, Schedule
	* * * * *	<i>Five Year Plan Years 2006 - 2009</i>
<i>pa046l02</i>	CY2006-2009	SUMMARY & DETAIL

**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> Housing Authority of the County of Chester		<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>PA26PO4650101</b> Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> <b>2001</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters / Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:   )					
<input checked="" type="checkbox"/> Performance and Evaluation Report For Period Ending: <b>June 30, 2004</b> <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost Original	Revised	Total Actual Cost Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	62,900		62,900	62,900.00
3	1408 Management Improvement	93,500		93,500	25,412.67
4	1410 Administration	62,900		62,900	62,900.00
5	1411 Audit	0		0	0
6	1415 Liquidated Damages	0		0	0
7	1430 Fees and Costs	10,000		10,000	10,000.00
8	1440 Site Acquisition	0		0	0
9	1450 Site Improvement	10,000		10,000	10,000.00
10	1460 Dwelling Structures	340,220		340,220	340,220.00
11	1465.1 Dwelling Equipment - Nonexpendable	50,000		50,000	4,184.14
12	1470 Nondwelling Structures	0		0	0
13	1475 Nondwelling Equipment	0		0	0.00
14	1485 Demolition	0		0	0
15	1490 Replacement Reserve	0		0	0
16	1492 Moving to Work Demonstration	0		0	0
17	1495.1 Relocation Cost	0		0	0
18	1499 Development Activities Mod Used For Development	0		0	0
19	1501 Collateralization or Debt Service	0		0	0
20	1502 Contingency	0		0	0
21	Amount of Annual Grant (Sum of lines 2-20)	629,520		629,520.00	515,616.81
22	Amount of Line 21 Related to LBP Activities	0		0	0
23	Amount of Line 21 Related to Section 504 Compliance	117,119		0	117,119
24	Amount of Line 21 Related to Security - Soft Costs	10,253		0	10,253
25	Amount of Line 21 Related to Security - Hard Costs	16,729		0	16,729
26	Amount of Line 21 Related to Energy Conservation Measures	0		0	0
Signature of the Executive Director		Date November 29, 2004	Signature of the Field Office I Manager		Date

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

Part II: Supporting Pages

PHA Name: Housing Authority of the County of Chester		Grant Type and Number Capital Fund Program Grant No: :PA26PO4650101 Replacement Housing Factor Grant No:						
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost a/o 6/30/2004		Status of Proposed Work
				Original	Revised (1)	Funds Obligated	Funds Expended	
HA-WIDE	OPERATIONS	1406		<b>62,900</b>		<b>62,900</b>	<b>62,900.00</b>	Complete
HA-WIDE	MGMT. IMPROVEMENTS	1408						
	1. Training							
	a) Staff /BoardTraining			20,000		20,000	8,799.86	
	b) ResidentTraining			10,000		10,000	4,700.40	
	c) Software Training/Update			15,000		15,000	0.00	
	2. Economic Development			32,000		32,000	2,987.41	
	3. Service Contracts:computer,internet & telephone svcs			12,000		12,000	7,725.00	
	4. Policies & Procedures Update			4,500		4,500	1,200.00	
	<b>TOTAL</b>	<b>1408</b>		<b>93,500</b>		<b>93,500</b>	<b>25,412.67</b>	Ongoing
HA-WIDE	ADMINISTRATIVE	1410						
	1. Salaries & Benefits			62,900		62,900	62,900.00	
	<b>TOTAL</b>	<b>1410</b>		<b>62,900</b>		<b>62,900</b>	<b>62,900.00</b>	Complete
HA-WIDE	A & E SERVICES	1430		<b>10,000</b>		<b>10,000</b>	<b>10,000.00</b>	Complete
HA-WIDE	SITE IMPROVEMENT	1450						
	<b>TOTAL</b>	<b>1450</b>		<b>10,000</b>		<b>10,000</b>	<b>10,000.00</b>	Complete
	DWELLING STRUCTURES	1460						
46-2/MSL Crts.	1. Non Routine Rehabs		7	15,000		15,000	15,000	
46-4/King Terr.	3. Non Routine Rehabs		4	5,000		5,000	5,000	
	4. Rehabs (substantial)		50+	194,720		194,720	194,720	Additional Funds Needed
46-4/Fairview	5. Non Routine Rehabs		2	5,000		5,000	5,000.00	
46-5/222 N.C.St	6. Roof Replacement		4550sf	100,000		100,000	100,000.00	
	7. Non-Routine Rehabs		4	5,000		5,000	5,000.00	
46-8/Oxford	8. Non Routine Rehabs		4	5,000		5,000	5,000.00	
HA-WIDE	9. Systems Repairs (non-routine)			10,500		10,500	10,500.00	
	<b>TOTAL</b>	<b>1460</b>	<b>2</b>	<b>340,220</b>		<b>340,220</b>	<b>340,220.00</b>	
HA-WIDE	DWELLING EQUIPMENT	1465.1						
	1. Ranges & Refrigerators		65ea.	50,000		50,000	4,184.14	Purchases ongoing
	<b>TOTAL</b>	<b>1465.1</b>		<b>50,000</b>		<b>50,000</b>	<b>4,184.14</b>	
HA-WIDE	NON-DWELLING EQUIPMENT	1475						
	<b>TOTAL</b>	<b>1475</b>						Complete
	<b>GRAND TOTAL</b>			<b>629,520</b>		<b>629,520</b>	<b>515,616.81</b>	

Signature of the Executive Director

Date:

Signature of Field Manager

Date:

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

PHA Name: <b>Housing Authority of the County of Chester</b>	<b>Grant Type and Number</b> Capital Fund Program No: <b>PA26PO4650101</b> Replacement Housing Factor No:	<b>Federal FY of Grant:</b>  <p style="text-align: center;"><b>2001</b></p>
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	6/30/2003			6/30/2005			
46-2 Maple, Spruce & Locust Courts	6/30/2003			6/30/2005			
46-4 King Terrace and Fairview Village	6/30/2003			6/30/2005			
46-5 222 N. Church St.	6/30/2003			6/30/2005			
46-8 Oxford Terrace	6/30/2003			6/30/2005			

**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> Housing Authority of the County of Chester		<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>PA26PO46501-02</b> Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> <b>2002</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters / Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )						
<input checked="" type="checkbox"/> Performance and Evaluation Report For Period Ending: <b>June 30, 2004</b> <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total Non-CFP Funds					
2	1406 Operations	36,250		36,250	36,250.00	
3	1408 Management Improvement	23,500		23,500	0.00	
4	1410 Administration	36,250		36,250	19,062.15	
5	1411 Audit	0		0	0	
6	1415 Liquidated Damages	0		0	0	
7	1430 Fees and Costs	5,000		5,000	4,300.00	
8	1440 Site Acquisition	0		0	0	
9	1450 Site Improvement	9,000		9,000	9,000.00	
10	1460 Dwelling Structures	199,500		199,500	198,836.00	
11	1465.1 Dwelling Equipment - Nonexpendable	3,013		3,013	1,194.74	
12	1470 Nondwelling Structures	0		0	0	
13	1475 Nondwelling Equipment	50,000		50,000	8,773.24	
14	1485 Demolition	0		0	0.00	
15	1490 Replacement Reserve	0		0	0.00	
16	1492 Moving to Work Demonstration	0		0		
17	1495.1 Relocation Cost	0		0	0	
18	1499 Development ActivitiesMod Used For Development	0		0	0	
19	1501 Collateralization or Debt Service	0		0	0	
20	1502 Contingency	0		0	0	
21	Amount of Annual Grant (Sum of lines 2-20)	362,513		362,513	277,416.13	
22	Amount of Line 21 Related to LBP Activities	0		0	0	
23	Amount of Line 21 Related to Section 504 Compliance	110,559		110,559	110,559	
24	Amount of Line 21 Related to Security - Soft Costs	0		0	0	
25	Amount of Line 21 Related to Security - Hard Costs	2,500		2,500	0	
26	Amount of Line 21 Related to Energy Conservation Measures	0		0	0	
Signature of the Executive Director		Date		Signature of the Field Office Manager		Date
		November 29, 2004				

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

**Part II: Supporting Pages**

PHA Name: <b>Housing Authority of the County of Chester</b>		Grant Type and Number Capital Fund Program Grant No: :PA26PO46501-02 Replacement Housing Factor Grant No:			FY 2002			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised (1)	<i>a/o 6/30/2004</i>		
						Funds Obligated	Funds Expended	
HA-WIDE	OPERATIONS	1406		36,250		36,250	36,250.00	Complete
HA-WIDE	MGMT. IMPROVEMENTS	1408						
	1. Training							
	a) Staff & Board			7,500		7,500	-	
	2. Service Contracts:computer, internet, & tel svcs.			14,000		14,000	-	
	3. Policy & Procedure Update			2,000		2,000	-	
	<b>TOTAL</b>	<b>1408</b>		<b>23,500</b>		<b>23,500</b>	-	Utilizing previous Grants
HA-WIDE	ADMINISTRATIVE	1410						
	1. Salaries & Benefits			36,250		36,250	19,062.15	
	<b>TOTAL</b>	<b>1410</b>		<b>36,250</b>		<b>36,250</b>	<b>19,062.15</b>	Ongoing
HA-WIDE	A & E SERVICES	1430		5,000		5,000	4,300.00	
	<b>TOTAL</b>	<b>1430</b>		<b>5,000</b>		<b>5,000</b>	<b>4,300.00</b>	Complete this Grant
HA-WIDE	SITE IMPROVEMENTS	1450						
	1. County-wide		4	9,000		9,000	9,000.00	
	<b>TOTAL</b>	<b>1450</b>		<b>9,000</b>		<b>9,000</b>	<b>9,000.00</b>	Complete this Grant
46-2/MSL Crts.	DWELLING STRUCTURES	1460						
	Rehabs		2	2,500		2,500	2,500.00	Complete this Grant
	Designated Housing		6	10,000		10,000	10,000.00	Complete this Grant
46-4/KT	Major Renovations		22units	115,000		115,000	114,219.48	Ongoing
46-4FV	Rehabs		1	2,500		2,500	2,500.00	Complete this Grant
46-5 Church St.	Roof Replacement		2650sf	62,000		62,000	62,116.77	Complete this Grant
	Rehabs		1	2,500		2,500	2,500.00	Complete this Grant
			1					
46-8/Oxford	Rehabs		1	2,500		2,500	2,500.00	Complete this Grant
HA-WIDE	System Repairs		1	2,500		2,500	2,500.00	Complete this Grant
	<b>TOTAL</b>	<b>1460</b>		<b>199,500</b>		<b>199,500</b>	<b>198,836.25</b>	
HA-WIDE	DWELLING EQUIPMENT-Non Exp.		7 ea	3,013		3,013	1,194.74	Ongoing
	<b>TOTAL</b>	<b>1465</b>		<b>3,013</b>		<b>3,013</b>	<b>1,194.74</b>	
HA-WIDE	COMPUTER UPGRADE	1475						
	1. Hardware		15 ea.	50,000		50,000	8,773.24	Ongoing
	<b>TOTAL</b>	<b>1475</b>		<b>50,000</b>		<b>50,000</b>	<b>8,773.24</b>	
<b>BUDGET TOTALS</b>				<b>362,513</b>		<b>362,513</b>	<b>277,416.38</b>	

Signature of Executive Director  
11/29/2004

Date: Signature of Field Office Manager

Date:

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

PHA Name: <b>Housing Authority of the County of</b>	<b>Grant Type and Number</b> Capital Fund Program No: <b>PA26PO46501-02</b> Replacement Housing Factor No:	<b>Federal FY of Grant:</b>  <b>2002</b>
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	5/29/2004			5/29/2006			
46-2 Maple, Spruce & Locust Courts	5/29/2004			5/29/2006			
46-4 King Terrace and Fairview Village	5/29/2004			5/29/2006			
46-5 222 N. Church St.	5/29/2004			5/29/2006			
46-8 Oxford Terrace	5/29/2004			5/29/2006			
11/29/2004							

**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> Housing Authority of the County of Chester		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26PO46501-03 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2003	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters / Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:   )						
<input checked="" type="checkbox"/> Performance and Evaluation Report For Period Ending: <b>June 30, 2004</b> <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total Non-CFP Funds					
2	1406 Operations	28,145		28,145		300.00
3	1408 Management Improvement	15,000		15,000		0.00
4	1410 Administration	28,145		28,145		0.00
5	1411 Audit	0		0		0.00
6	1415 Liquidated Damages	0		0		0.00
7	1430 Fees and Costs	0		0		0.00
8	1440 Site Acquisition	0		0		0.00
9	1450 Site Improvement	9,145		9,145		6,421.10
10	1460 Dwelling Structures	153,013		153,013		43,725.15
11	1465.1 Dwelling Equipment - Nonexpendable	5,000		5,000		0.00
12	1470 Nondwelling Structures	0		0		0.00
13	1475 Nondwelling Equipment	35,000		35,000		0.00
14	1485 Demolition	0		0		0.00
15	1490 Replacement Reserve	0		0		0.00
16	1492 Moving to Work Demonstration	0		0		0.00
17	1495.1 Relocation Cost	8,000		8,000		1,380.40
18	1499 Development ActivitiesMod Used For Development	0		0		0.00
19	1501 Collateralization or Debt Service	0		0		0.00
20	1502 Contingency	0		0		0.00
21	Amount of Annual Grant (Sum of lines 2-20)	281,448		281,448		51,826.65
22	Amount of Line 21 Related to LBP Activities	0		0		0
23	Amount of Line 21 Related to Section 504 Compliance	47,000		21,117		21,117
24	Amount of Line 21 Related to Security - Soft Costs	638		638		638
25	Amount of Line 21 Related to Security - Hard Costs	20,513		20,513		2,065
26	Amount of Line 21 Related to Energy Conservation Measures	16,000		16,000		0
Signature of the Executive Director		Date November 29, 2004		Signature of the Field Office Manager		Date

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

**Part II: Supporting Pages**

PHA Name: <b>Housing Authority of the County of Chester</b>		Grant Type and Number Capital Fund Program Grant No.:PA26PO46501-03 Replacement Housing Factor Grant No:			FY 2003			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost a/o June 30, 2004		Status of Proposed Work
				Original	Revised (1)	Funds Obligated	Funds Expended	
HA-WIDE	OPERATIONS	1406		28,145		28,145	300.00	Ongoing
HA-WIDE	MGMT. IMPROVEMENTS	1408						
	1. Staff, Board & Residents Training			3,000		3,000	0.00	Prev. Yrs. Utilized 1st
	2. Economic Development			5,000		5,000	0.00	Prev. Yrs. Utilized 1st
	3. Service Contracts:computer & internet svcs.			6,000		6,000	0.00	Prev. Yrs. Utilized 1st
	4. Policy & Procedure Update			1,000		1,000	0.00	Prev. Yrs. Utilized 1st
	<b>TOTAL</b>	<b>1408</b>		<b>15,000</b>		<b>15,000</b>	<b>0.00</b>	
HA-WIDE	ADMINISTRATIVE	1410						
	1. Salaries & Benefits			28,145		28,145	0.00	Prev. Yrs. Utilized 1st
	<b>TOTAL</b>	<b>1410</b>		<b>28,145</b>		<b>28,145</b>	<b>0.00</b>	
HA-WIDE	SITE IMPROVEMENTS	1450						
	1. All sites - County wide		4	9,145		9,145	6,421.10	Ongoing
	<b>TOTAL</b>	<b>1450</b>		<b>9,145</b>		<b>9,145</b>	<b>6,421.10</b>	
	DWELLING STRUCTURES	1460						
46-2/MSL Crts.	1. Entrance & Roof Repair		**	46,000		46,000	27,518.10	Ongoing
46-4/KT	2. Renovations		10	50,000		50,000	16,207.05	Ongoing
46-4FV	3. Renovations		1	22,000		22,000	0.00	Address Later in Year
46-5 Church St.	4. Fire Alarm Upgrade		1	20,513		20,513	0.00	Address Later in Year
46-8/Oxford	5. Rehabs		2	4,500		4,500	0.00	Utilizing Prev. Yrs. 1st
HA-WIDE	6. Systems Repairs		4	10,000		10,000	0.00	Address Later in Year
	<b>TOTAL</b>	<b>1460</b>		<b>153,013</b>		<b>153,013</b>	<b>43,725.15</b>	
HA-WIDE	DWELLING EQUIPMENT-Non Exp.	1465						
	1. Appliances		11 ea	5,000		5,000	0.00	Prev. Yrs. Utilized 1st
	<b>TOTAL</b>	<b>1465</b>		<b>5,000</b>		<b>5,000</b>	<b>0.00</b>	
HA-WIDE	NON-DWELLING EQUIPMENT	1475						
	1. Computer System Upgrade		1	10,000		10,000	0.00	Utilizing Prev. Yrs. 1st
	2. Vehicle		1	25,000		25,000	0.00	Revision Forthcoming
	<b>TOTAL</b>	<b>1475</b>		<b>35,000</b>		<b>35,000</b>	<b>0</b>	
HA-WIDE	Relocation	1495	2	8,000		8,000	1,380.40	Ongoing as Needed
<b>BUDGET TOTALS</b>				<b>281,448</b>		<b>281,448</b>	<b>51,826.65</b>	

Signature of Executive Director

Date:

Signature of Field Office Manager

Date:

11/29/2004

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

PHA Name: <b>Housing Authority of the County of Chester</b>		Grant Type and Number Capital Fund Program No: <b>PA26PO46501-03</b> Replacement Housing Factor No:				Federal FY of Grant:  <b>2003</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	9/16/2005			9/16/2007			
46-2 Maple, Spruce & Locust Courts	9/16/2005			9/16/2007			
46-4 King Terrace and Fairview Village	9/16/2005			9/16/2007			
46-5 222 N. Church St.	9/16/2005			9/16/2007			
46-8 Oxford Terrace	9/16/2005			9/16/2007			

**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> Housing Authority of the County of Chester		<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>PA26PO46502-03</b> Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> <b>2003</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters / Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:   )						
<input checked="" type="checkbox"/> Performance and Evaluation Report For Period Ending: <b>June 30, 2004</b> <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total Non-CFP Funds					
2	1406 Operations	13,480		0	0	
3	1408 Management Improvement	26,960		0	0	
4	1410 Administration	13,480		0	0	
5	1411 Audit	0		0	0	
6	1415 Liquidated Damages	0		0	0	
7	1430 Fees and Costs	0		0	0	
8	1440 Site Acquisition	0		0	0	
9	1450 Site Improvement	10,000		0	0	
10	1460 Dwelling Structures	70,890		0	0	
11	1465.1 Dwelling Equipment - Nonexpendable	0		0	0	
12	1470 Nondwelling Structures	0		0	0	
13	1475 Nondwelling Equipment	0		0	0	
14	1485 Demolition	0		0	0	
15	1490 Replacement Reserve	0		0	0	
16	1492 Moving to Work Demonstration	0		0	0	
17	1495.1 Relocation Cost	0		0	0	
18	1499 Development ActivitiesMod Used For Development	0		0	0	
19	1501 Collateralization or Debt Service	0		0	0	
20	1502 Contingency	0		0	0	
21	Amount of Annual Grant (Sum of lines 2-20)	134,810		0	0	
22	Amount of Line 21 Related to LBP Activities	0		0	0	
23	Amount of Line 21 Related to Section 504 Compliance	0		0	0	
24	Amount of Line 21Related to Security - Soft Costs	0		0	0	
25	Amount of Line 21Related to Security - Hard Costs	0		0	0	
26	Amount of Line 21 Related to Energy Conservation Measures	0		0	0	
Signature of the Executive Director		Date		Signature of the Field Office Manager		
				Date		

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

Part II: Supporting Pages

PHA Name: Housing Authority of the County of Chester		Grant Type and Number Capital Fund Program Grant No: :PA26PO46502-03 Replacement Housing Factor Grant No:			2003			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised (1)	Funds Obligated	Funds Expended 30-Jun-04	
HA-WIDE	OPERATIONS	1406		13,480		0.00	0.00	
HA-WIDE	MGMT. IMPROVEMENTS	1408						
	1. Training							
	a) Staff & Board			2,460		0.00	0.00	
	2. Service Contracts:Computer svcs; Internet svcs.			16,500		0.00	0.00	
	3. Policy & Procedure Update			2,500		0.00	0.00	
	4. Housing Plan Development			5,500		0.00	0.00	
	<b>TOTAL</b>	<b>1408</b>		<b>26,960</b>		<b>0.00</b>	<b>0.00</b>	
HA-WIDE	ADMINISTRATIVE	1410						
	1. Salaries & Benefits			13,480		0.00	0.00	
	<b>TOTAL</b>	<b>1410</b>		<b>13,480</b>		<b>0.00</b>	<b>0.00</b>	
HA-WIDE	SITE IMPROVEMENTS	1450						
	1. Sidewalk Replacement			7,000		0.00	0.00	
46-2/LC	2. Tree Cutting & Trim			750		0.00	0.00	
46-5 Church St.	3. Railing Replacement		25LF	1,250		0.00	0.00	
	3. Parking Lot Stripping		260LF	1,000		0.00	0.00	
	<b>TOTAL</b>	<b>1450</b>		<b>10,000</b>		<b>0.00</b>	<b>0.00</b>	
46-4/KT	DWELLING STRUCTURES							
	Substantial Rehab	1460	13	70,890		0.00	0.00	
	<b>TOTAL</b>	<b>1460</b>		<b>70,890</b>		<b>0.00</b>	<b>0.00</b>	
<b>BUDGET TOTALS</b>				<b>134,810</b>		<b>0</b>	<b>0</b>	
Signature of Executive Director			Date:	Signature of Field Office Manager			Date:	

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

PHA Name: <b>Housing Authority of the County of</b>	<b>Grant Type and Number</b> Capital Fund Program No: <b>PA26PO46502-03</b> Replacement Housing Factor No:	<b>Federal FY of Grant:</b>  <p style="text-align: center;"><b>2003</b></p>
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	2/12/2006			2/12/2008			
46-2 Maple, Spruce & Locust Courts	2/12/2006			2/12/2008			
46-4 King Terrace and Fairview Village	2/12/2006			2/12/2008			
46-5 222 N. Church St.	2/12/2006			2/12/2008			
46-8 Oxford Terrace	9/16/2005			9/16/2007			

**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> Housing Authority of the County of Chester		<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>PA26PO46501-04</b> Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> <b>2004</b>	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters / Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: )		
<input checked="" type="checkbox"/> Performance and Evaluation Report For Period Ending: June 30, 2004		<input type="checkbox"/> Final Performance and Evaluation Report				
Line No.	Summary by Development Account	Total Estimated Cost Original	Revised	Obligated	Total Actual Cost Expended	
1	Total Non-CFP Funds					
2	1406 Operations	39,122				
3	1408 Management Improvement	25,078				
4	1410 Administration	39,122				
5	1411 Audit	0				
6	1415 Liquidated Damages	0				
7	1430 Fees and Costs	0				
8	1440 Site Acquisition	0				
9	1450 Site Improvement	7,000				
10	1460 Dwelling Structures	266,900				
11	1465.1 Dwelling Equipment - Nonexpendable	4,000				
12	1470 Nondwelling Structures	0				
13	1475 Nondwelling Equipment	10,000				
14	1485 Demolition	0				
15	1490 Replacement Reserve	0				
16	1492 Moving to Work Demonstration	0				
17	1495.1 Relocation Cost	0				
18	1499 Development ActivitiesMod Used For Development	0				
19	1501 Collateralization or Debt Service	0				
20	1502 Contingency	0				
21	Amount of Annual Grant (Sum of lines 2-20)	391,222				
22	Amount of Line 21 Related to LBP Activities	0				
23	Amount of Line 21 Related to Section 504 Compliance	2400				
24	Amount of Line 21Related to Security - Soft Costs	1100				
25	Amount of Line 21Related to Security - Hard Costs	2800				
26	Amount of Line 21 Related to Energy Conservation Measures	4300				
Signature of the Executive Director		Date		Signature of the Field Office Manager		Date
		November 29, 2004				

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

Part II: Supporting Pages

PHA Name: Housing Authority of the County of Chester		Grant Type and Number Capital Fund Program Grant No: :PA26PO46501-04 Replacement Housing Factor Grant No:						
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Funds Obligated	Funds Expended	Status of Proposed Wo
				Original	Revised (1)			
							a/o Jun 30, 2004	
HA-WIDE	OPERATIONS	1406		39,122				
HA-WIDE	MGMT. IMPROVEMENTS	1408						
	1. Training							
	a) Staff & Board			9,000				
	2. Service Contracts: computer, internet & tel svcs			16,078				
	<b>TOTAL</b>	<b>1408</b>		<b>25,078</b>				
HA-WIDE	ADMINISTRATIVE	1410						
	1. Salaries & Benefits			39,122				
	<b>TOTAL</b>	<b>1410</b>		<b>39,122</b>				
HA-WIDE	SITE IMPROVEMENTS	1450						
	1. County-wide - sidewalks		17cuyds	7,000				
	<b>TOTAL</b>	<b>1450</b>		<b>7,000</b>				
46-2/MSL Crts.	DWELLING STRUCTURES Rehabs/Interior & Exterior	1460	2	4,100				
46-4/KT	Major Renovations			199,000				
46-4FV	Roof Replacement: <i>start</i> Doors		1 3	7,000 1,000				
46-5 Church St.	Window Replacement		16	4,800				
46-8/Oxford	Site Work; Retaining wall roof - <i>end of contract</i>		114LF	29,000 12,000				
HA-WIDE	Systems Repair		1 set elevator	10,000				
	<b>TOTAL</b>	<b>1460</b>		<b>266,900</b>				
HA-WIDE	DWELLING EQUIPMENT-Non Exp. Ranges & Refrigerators	1465	7 sets	4,000 <b>4,000</b>				
HA-WIDE	NON DWELLING EQUIPMENT	1475						
	Maintenance Vehicle		1	10,000				
	<b>TOTAL</b>	<b>1475</b>		<b>10,000</b>				
<b>BUDGET TOTALS</b>				<b>391,222</b>				

Signature of Executive Director

Date:

Signature of Field Office Manager

Date:

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

PHA Name: <b>Housing Auth. of the Cnty of Chester</b>	<b>Grant Type and Number</b> Capital Fund Program No: <b>PA26PO46501-04</b> Replacement Housing Factor No:	<b>Federal FY of Grant:</b>  <b>2004</b>
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	9/30/2006			9/30/2008			
46-2 Maple, Spruce & Locust Courts	9/30/2006			9/30/2008			
46-4 King Terrace and Fairview Village	9/30/2006			9/30/2008			
46-5 222 N. Church St.	9/30/2006			9/30/2008			
46-8 Oxford Terrace	9/30/2006			9/30/2008			

**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> Housing Authority of the County of Chester	<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>PA26RO46501-01</b> Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> <b>2001</b>
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Original Annual Statement   
  Reserve for Disasters / Emergencies   
  Revised Annual Statement (revision no:    )  
 Performance and Evaluation Report For Period Ending:   
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	0			
3	1408 Management Improvement	0			
4	1410 Administration	0			
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	0			
8	1440 Site Acquisition	0			
9	1450 Site Improvement	0			
10	1460 Dwelling Structures	0			
11	1465.1 Dwelling Equipment - Nonexpendable	0			
12	1470 Nondwelling Structures	0			
13	1475 Nondwelling Equipment	0			
14	1485 Demolition	0			
15	1490 Replacement Reserve	0			
16	1492 Moving to Work Demonstration	0			
17	1495.1 Relocation Cost	0			
18	1499 Development Activities Mod Used For Development	320,448		320,448	320,448
19	1501 Collateralization or Debt Service	0			
20	1502 Contingency	0			
21	Amount of Annual Grant (Sum of lines 2-20)	320,448		320,448	320,448
22	Amount of Line 21 Related to LBP Activities	0			
23	Amount of Line 21 Related to Section 504 Compliance	0			
24	Amount of Line 21 Related to Security - Soft Costs	0			
25	Amount of Line 21 Related to Security - Hard Costs	0			
26	Amount of Line 21 Related to Energy Conservation Measures	0			

Signature of the Executive Director	Date 20-Aug-04	Signature of the Field Office Manager	Date
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Annual Statement / Performance and Evaluation Report  
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: <b>Housing Authority of the County of Chester</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No : <b>PA26RO46501-01</b> Replacement Housing Factor Grant No:
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Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Funds Obligated	Funds Expended	Status of Proposed Work
				Original	Revised (1)			
HA-WIDE	OPERATIONS	1406		0				
HA-WIDE	MGMT. IMPROVEMENTS	1408						
	<b>TOTAL</b>	<b>1408</b>		<b>0</b>				
HA-WIDE	ADMINISTRATIVE	1410		0				
	<b>TOTAL</b>	<b>1410</b>		<b>0</b>				
HA-WIDE	A & E SERVICES	1430		0				
	<b>TOTAL</b>	<b>1430</b>		<b>0</b>				
HA-WIDE	SITE IMPROVEMENTS	1450		0				
	<b>TOTAL</b>	<b>1450</b>		<b>0</b>				
	DWELLING STRUCTURES	1460						
	<b>TOTAL</b>	<b>1460</b>		<b>0</b>				
HA-WIDE	DWELLING EQUIPMENT-Non Exp.	1465		0				
	<b>TOTAL</b>	<b>1465</b>		<b>0</b>				
HA-WIDE	DEVELOPMENT ACTIVITIES	1499		320,448		320,448	320,448	
	<b>TOTAL</b>	<b>1499</b>		<b>320,448</b>		<b>320,448</b>	<b>320,448</b>	
<b>BUDGET TOTALS</b>				<b>320,448</b>		<b>320,448</b>	<b>320,448</b>	

Signature of Executive Director	Date:	Signature of Field Office Manager	Date:
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Annual Statement / Performance and Evaluation Report  
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
 Part III: Implementation Schedule

PHA Name: <b>Housing Authority of the County of</b>	<b>Grant Type and Number</b> Capital Fund Program No: Replacement Housing Factor No: PA26RO46501-01	<b>Federal FY of Grant:</b>  <p style="text-align: center;"><b>2001</b></p>
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	9/30/2003			9/30/2005		6/30/2004	

**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> Housing Authority of the County of Chester	<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>PA26RO46501-02</b> Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> <b>2002</b>
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Original Annual Statement   
  Reserve for Disasters / Emergencies   
  Revised Annual Statement (revision no:    )

Performance and Evaluation Report For Period Ending: 6/30/04   
  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	0			
3	1408 Management Improvement	0			
4	1410 Administration	0			
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	0			
8	1440 Site Acquisition	0			
9	1450 Site Improvement	0			
10	1460 Dwelling Structures	0			
11	1465.1 Dwelling Equipment - Nonexpendable	0			
12	1470 Nondwelling Structures	0			
13	1475 Nondwelling Equipment	0			
14	1485 Demolition	0			
15	1490 Replacement Reserve	0			
16	1492 Moving to Work Demonstration	0			
17	1495.1 Relocation Cost	0			
18	1499 Development Activities Mod Used For Development	459,601		229,552	229,552
19	1501 Collateralization or Debt Service	0			
20	1502 Contingency	0			
21	Amount of Annual Grant (Sum of lines 2-20)	459,601		229,552	229,552
22	Amount of Line 21 Related to LBP Activities	0			
23	Amount of Line 21 Related to Section 504 Compliance	0			
24	Amount of Line 21 Related to Security - Soft Costs	0			
25	Amount of Line 21 Related to Security - Hard Costs	0			
26	Amount of Line 21 Related to Energy Conservation Measures	0			

Signature of the Executive Director	Date 20-Aug-04	Signature of the Field Office Manager	Date
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Annual Statement / Performance and Evaluation Report  
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: <b>Housing Authority of the County of Chester</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No : <b>PA26RO46501-02</b> Replacement Housing Factor Grant No:
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Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Funds Obligated	Funds Expended	Status of Proposed Work
				Original	Revised (1)			
HA-WIDE	OPERATIONS	1406		0				
HA-WIDE	MGMT. IMPROVEMENTS	1408						
	<b>TOTAL</b>	<b>1408</b>		<b>0</b>				
HA-WIDE	ADMINISTRATIVE	1410		0				
	<b>TOTAL</b>	<b>1410</b>		<b>0</b>				
HA-WIDE	A & E SERVICES	1430		0				
	<b>TOTAL</b>	<b>1430</b>		<b>0</b>				
HA-WIDE	SITE IMPROVEMENTS	1450		0				
	<b>TOTAL</b>	<b>1450</b>		<b>0</b>				
	DWELLING STRUCTURES	1460						
	<b>TOTAL</b>	<b>1460</b>		<b>0</b>				
HA-WIDE	DWELLING EQUIPMENT-Non Exp.	1465		0				
	<b>TOTAL</b>	<b>1465</b>		<b>0</b>				
HA-WIDE	DEVELOPMENT ACTIVITIES	1499		459,601		229,552	229,552	
	<b>TOTAL</b>	<b>1499</b>		<b>459,601</b>		<b>229,552</b>	<b>229,552</b>	
<b>BUDGET TOTALS</b>				<b>459,601</b>		<b>229,552</b>	<b>229,552</b>	

Signature of Executive Director	Date:	Signature of Field Office Manager	Date:
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Annual Statement / Performance and Evaluation Report  
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
 Part III: Implementation Schedule

PHA Name: <b>Housing Authority of the County of</b>	Grant Type and Number Capital Fund Program No: <b>PA26RO46501-02</b> Replacement Housing Factor No:	Federal FY of Grant:  <b>2002</b>
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	1/29/2007			1/29/2009			

**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> Housing Authority of the County of Chester	<b>Grant Type and Number</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No: <b>PA26RO46501-03</b>	<b>Federal FY of Grant:</b> <b>2003</b>
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Original Annual Statement   
  Reserve for Disasters / Emergencies   
  Revised Annual Statement (revision no:   )

Performance and Evaluation Report For Period Ending: 6/30/04   
  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	0			
3	1408 Management Improvement	0			
4	1410 Administration	0			
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	0			
8	1440 Site Acquisition	0			
9	1450 Site Improvement	0			
10	1460 Dwelling Structures	0			
11	1465.1 Dwelling Equipment - Nonexpendable	0			
12	1470 Nondwelling Structures	0			
13	1475 Nondwelling Equipment	0			
14	1485 Demolition	0			
15	1490 Replacement Reserve	0			
16	1492 Moving to Work Demonstration	0			
17	1495.1 Relocation Cost	0			
18	1499 Development ActivitiesMod Used For Development	356,825		0.00	0.00
19	1501 Collateralization or Debt Service	0			
20	1502 Contingency	0			
21	Amount of Annual Grant (Sum of lines 2-20)	356,825		0.00	0.00
22	Amount of Line 21 Related to LBP Activities	0			
23	Amount of Line 21 Related to Section 504 Compliance	0			
24	Amount of Line 21Related to Security - Soft Costs	0			
25	Amount of Line 21Related to Security - Hard Costs	0			
26	Amount of Line 21 Related to Energy Conservation Measures	0			

Signature of the Executive Director	Date 20-Aug-04	Signature of the Field Office Manager	Date
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**Annual Statement / Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: <b>Housing Authority of the County of Chester</b>		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: <b>:PA26RO46501-03</b>						
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Funds Obligated	Funds Expended	Status of Proposed Work
				Original	Revised (1)			
HA-WIDE	OPERATIONS	1406		0				
HA-WIDE	MGMT. IMPROVEMENTS	1408						
	<b>TOTAL</b>	<b>1408</b>		<b>0</b>				
HA-WIDE	ADMINISTRATIVE	1410		0				
	<b>TOTAL</b>	<b>1410</b>		<b>0</b>				
HA-WIDE	A & E SERVICES	1430		0				
	<b>TOTAL</b>	<b>1430</b>		<b>0</b>				
HA-WIDE	SITE IMPROVEMENTS	1450		0				
	<b>TOTAL</b>	<b>1450</b>		<b>0</b>				
	DWELLING STRUCTURES	1460						
	<b>TOTAL</b>	<b>1460</b>		<b>0</b>				
HA-WIDE	DWELLING EQUIPMENT-Non Exp.	1465		0				
	<b>TOTAL</b>	<b>1465</b>		<b>0</b>				
HA-WIDE	DEVELOPMENT ACTIVITIES	1499		356,825		0.00	0.00	
	<b>TOTAL</b>	<b>1499</b>		<b>356,825</b>				
<b>BUDGET TOTALS</b>				<b>356,825</b>		<b>0.00</b>	<b>0.00</b>	
Signature of Executive Director			Date:	Signature of Field Office Manager			Date:	

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

PHA Name: <b>Housing Authority of the County of</b>	Grant Type and Number Capital Fund Program No: Replacement Housing Factor No:PA26RO46501-03	Federal FY of Grant:  <b>2003</b>
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	9/16/2005	9/16/2008		9/16/2007	40,437		

**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> Housing Authority of the County of Chester	<b>Grant Type and Number</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No: <b>PA26RO46501-04</b>	<b>Federal FY of Grant:</b> <b>2004</b>
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Original Annual Statement   
  Reserve for Disasters / Emergencies   
  Revised Annual Statement (revision no:    )  
 Performance and Evaluation Report For Period Ending:   
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	0			
3	1408 Management Improvement	0			
4	1410 Administration	0			
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	0			
8	1440 Site Acquisition	0			
9	1450 Site Improvement	0			
10	1460 Dwelling Structures	0			
11	1465.1 Dwelling Equipment - Nonexpendable	0			
12	1470 Nondwelling Structures	0			
13	1475 Nondwelling Equipment	0			
14	1485 Demolition	0			
15	1490 Replacement Reserve	0			
16	1492 Moving to Work Demonstration	0			
17	1495.1 Relocation Cost	0			
18	1499 Development ActivitiesMod Used For Development	417,550		0.00	0.00
19	1501 Collateralization or Debt Service	0			
20	1502 Contingency	0			
21	Amount of Annual Grant (Sum of lines 2-20)	417,550		0.00	0.00
22	Amount of Line 21 Related to LBP Activities	0			
23	Amount of Line 21 Related to Section 504 Compliance	0			
24	Amount of Line 21Related to Security - Soft Costs	0			
25	Amount of Line 21Related to Security - Hard Costs	0			
26	Amount of Line 21 Related to Energy Conservation Measures	0			

Signature of the Executive Director Date 20-Aug-04	Signature of the Field Office Manager Date
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Annual Statement / Performance and Evaluation Report  
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

AS OF AUGUST 20, 2004

PHA Name: <b>Housing Authority of the County of Chester</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: PA Replacement Housing Factor Grant No: <b>:PA26RO46501-04</b>
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Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Funds Obligated	Funds Expended	Status of Proposed Work
				Original	Revised (1)			
HA-WIDE	OPERATIONS	1406		0				
HA-WIDE	MGMT. IMPROVEMENTS	1408						
	<b>TOTAL</b>	<b>1408</b>		<b>0</b>				
HA-WIDE	ADMINISTRATIVE	1410		0				
	<b>TOTAL</b>	<b>1410</b>		<b>0</b>				
HA-WIDE	A & E SERVICES	1430		0				
	<b>TOTAL</b>	<b>1430</b>		<b>0</b>				
HA-WIDE	SITE IMPROVEMENTS	1450		0				
	<b>TOTAL</b>	<b>1450</b>		<b>0</b>				
	DWELLING STRUCTURES	1460						
	<b>TOTAL</b>	<b>1460</b>		<b>0</b>				
HA-WIDE	DWELLING EQUIPMENT-Non Exp.	1465		0				
	<b>TOTAL</b>	<b>1465</b>		<b>0</b>				
HA-WIDE	DEVELOPMENT ACTIVITIES	1499		417,550		0.00	0.00	
	<b>TOTAL</b>	<b>1499</b>		<b>417,550</b>		<b>0.00</b>	<b>0.00</b>	
<b>BUDGET TOTALS</b>				<b>417,550</b>				

Signature of Executive Director

Date:

Signature of Field Office Manager

Date:

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

PHA Name: <b>Housing Authority of the County of</b>	Grant Type and Number Capital Fund Program No: Replacement Housing Factor No:PA26RO46501-04	Federal FY of Grant:  <b>2004</b>
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	9/13/2009			9/13/2011			

**ANNUAL STATEMENT/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**PART I: SUMMARY**

PHA Name <b>Housing Authority of the County of Chester</b>	Grant Type & Number CFP Grant No. <b>PA26P04650105</b> RHF GRANT No. <b>n/a</b>	FFY : <b>2005</b>
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Original Annual Statement     
  Reserve for Disasters / Emergencies     
  Revised Annual Statement (revision no:    )

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

Line No.	Summary by Development Account	Total Estimated Cost		TOTAL ACTUAL COSTS	
		ORIGINAL	REVISED	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	39,122			
3	1408 Management Improvement	43,678			
4	1410 Administration	39,122			
5	1411 Audit			0	0
6	1415 Liquidated Damages			0	0
7	1430 Fees and Costs	36,200		0	0
8	1440 Site Acquisition			0	0
9	1450 Site Improvement	20,200		0	0
10	1460 Dwelling Structures	192,900		0	0
11	1465.1 Dwelling Equipment - Nonexpendable	8,000		0	0
12	1470 Nondwelling Structures			0	0
13	1475 Nondwelling Equipment	9,000		0	0
14	1485 Demolition	0		0	0
15	1490 Replacement Reserve	0		0	0
16	1492 Moving to Work Demonstration	0		0	0
17	1495.1 Relocation Cost	3,000		0	0
18	1499 Development ActivitiesMod Used For Development	0		0	0
19	1501 Collateralization or Debt Service	0		0	0
20	1502 Contingency	0		0	0
21	Amount of Annual Grant (Sum of lines 2-20)	391,222		0.00	0.00
22	Amount of Line 21 Related to LBP Activities	0		0	0
23	Amount of Line 21 Related to Section 504 Compliance	1,000		0	0
24	Amount of Line 21 Related to Security - Soft Costs	0		0	0
25	Amount of Line 21 Related to Security - Hard Costs	1,700		0	0
26	Amount of Line 21 Related to Energy Conservation Measures	7,000		0	0

Signature of the Executive Director	Date	Signature of Field Office Manager	Date
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**ANNUAL STATEMENT / Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name: Housing Authority of the County of Chester		Grant Type and Number Capital Fund Program Grant No: :PA26PO4650105 Replacement Hsg Factor Grant No: n/a			Federal FY of Grant FY 2005			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number		Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised (1)	Funds Obligated	Funds Expended	
HA-WIDE	<b>OPERATIONS - TOTAL</b>	<b>1406.0</b>		<b>39,122</b>		<b>0</b>	<b>0</b>	ongoing to offset operational budget
HA-WIDE	MGMT. IMPROVEMENTS	1408.0						
	1. Resident Services			10,000				
	1. Training - Staff, Board, Residents..			9,600				
	2. Service Contracts:computer, internet, tel svcs.			18,078				
	3. Procedure & Policy Updates			6,000				
	<b>TOTAL</b>	<b>1408.0</b>		<b>43,678</b>	<b>0</b>	<b>0</b>	<b>0</b>	
HA-WIDE	ADMINISTRATIVE	1410.0						
	1. Salaries & Benefits			39,122				
	<b>TOTAL</b>	<b>1410.0</b>		<b>39,122</b>	<b>0</b>	<b>0</b>	<b>0</b>	
HA-WIDE	A & E SERVICES	1430.0		36,200				
	<b>TOTAL</b>	<b>1430.0</b>		<b>36,200</b>				
HA-WIDE/Specific 46-2M/S/L Courts HA-Wide	SITE IMPROVEMENT	1450.0						
	Rear yards, fencing		152LF	17,700				
	Grounds, exterior work		1	2,500				
	<b>TOTAL</b>	<b>1450.0</b>		<b>20,200</b>	<b>0</b>	<b>0</b>	<b>0</b>	
46-2/MSL Crts. 46-4/Fairview Village 46-4/King Terrace	DWELLING STRUCTURES	<b>1460.0</b>						
	1. Non-Routine Rehabs		2	4,500				
	2. Roofs		2roofs-end	16,000				
	3. Total Renovation			45,000				
	4. Sprinkler System, (complete)		1	76,000				
	5. Non-Routine Rehabs		1	2,000				
46-5/222 N.C.St.	6. Window Replacement		24	7,200				
	7. Non-Routine Rehabs		1	1,200				
46-8/Oxford	8. Retaining Wall - <i>complete</i>		86LF	22,000				
	9. Non-routine Rehabs		1	1,000				
	10. Boiler & Elevator Rehabilitation		2pr elev; 4 boilers	18,000				
	<b>TOTAL</b>	<b>1460.0</b>		<b>192,900</b>	<b>0</b>	<b>0</b>	<b>0</b>	
HA-WIDE	DWELLING EQUIPMENT	1465.1						
	1. Ranges & Refrigerators		14 sets	8,000				
	<b>TOTAL</b>	<b>1465.1</b>		<b>8,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
HA-WIDE	NON-DWELLING EQUIPMENT	1475.0						
	1. Computer Upgrade	1475.2	1	9,000				
	<b>TOTAL</b>	<b>1475.0</b>		<b>9,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
HA-WIDE	RELOCATION	1495.1						
	1. Relocation	1495.1	1	3,000				
	<b>TOTAL</b>	<b>1495.0</b>		<b>3,000</b>				
	<b>GRAND TOTAL</b>			<b>391,222</b>	<b>0</b>	<b>0</b>	<b>0</b>	

Signature of the Executive Director

Signature of Field Office Manager

Date

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

**Part III: Implementation Schedule**

PHA Name: <b>Housing Authority of the County of Chester</b>	<b>Grant Type and Number</b> Capital Fund Program No: PA26PO4650105 Replacement Housing Factor No:	<b>Federal FY of Grant:</b>  <p style="text-align: center;"><b>2005</b></p>
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	9/22/2007			9/22/2009			Requesting full 24 months instead of 18 months
46-2 Maple, Spruce & Locust Courts	9/22/2007			9/22/2009			Requesting full 24 months instead of 18 months
46-4 King Terrace and Fairview Village	9/22/2007			9/22/2009			Requesting full 24 months instead of 18 months
46-5 222 N. Church St.	9/22/2007			9/22/2009			Requesting full 24 months instead of 18 months
46-8 Oxford Terrace	9/22/2007			9/22/2009			Requesting full 24 months instead of 18 months

**Capital Fund Program Five Year Action Plan**

**PART I: SUMMARY**

*Note: Work Items in 1450 have been assigned to developments, when appropriate*

PHA Name		<input checked="" type="checkbox"/> Original 5 - year Plan
Housing Authority of the County of Chester, PA		<input type="checkbox"/> Revision No. ____ Reason: _____
	PA-046	

	<i>Work Statement for</i>	<i>Work Statement for</i>	<i>Work Statement for</i>	<i>Work Statement for</i>	<i>Work Statement for</i>
Dev No. & Name	<b>YEAR 1</b>	<b>YEAR 2</b>	<b>YEAR 3</b>	<b>YEAR 4</b>	<b>YEAR 5</b>
or HA-Wide	<i>FFY Grant: 2005</i>	<i>FFY Grant: 2006</i>	<i>FFY Grant: 2007</i>	<i>FFY Grant: 2008</i>	<i>FFY Grant: 2009</i>
	<i>PHA FY 2005</i>	<i>PHA FY 2006</i>	<i>PHA FY 2007</i>	<i>PHA FY 2008</i>	<i>PHA FY 2009</i>
	<i>See Annual Statement</i>				
8		\$ 92,000	\$ 81,000	\$ 124,000	\$ 62,000
Village & King Terrace		\$ 57,000	\$ 22,600	\$ 30,100	\$ 34,700
46-5, 222 North Church Street		\$ 47,800	\$ 36,800	\$ 33,800	\$ 53,000
46-8, Oxford Terrace		\$ 10,100	\$ 9,500	\$ 19,000	\$ 19,000
Agency-Wide		\$ 184,322	\$ 241,322	\$ 184,322	\$ 222,522
TOTAL CFP Funds for 5-Year Planning		\$ 391,222	\$ 391,222	\$ 391,222	\$ 391,222

Signature of the Executive Director	Date	Signature of Field Office Manager	Date
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FY 2004 ANNUAL/FIVE YR PLAN	Capital Fund Program Five Year Action Plan PART II: SUPPORTING PAGES - WORK ITEMS			HOUSING AUTHORITY OF THE COUNTY OF CHESTER PA - 046		
<i>Activities for</i>	Activities for Year: 2			Activities for Year: 3		
YEAR 1	FFY GRANT: 2006 PHA FY: 2006			FFY GRANT: 2007 PHA FY: 2007		
PHA FY 2005	Dev No. & Name or HA-Wide	Major Work Categories	Estimated Cost	Dev No. & Name or HA-Wide	Major Work Categories	Estimated Cost
<i>See Annual Statement</i>	46-2 ,Maple/Spruce Locust Courts	Designated Housing	\$ 77,000	46-2 ,Maple/Spruce Locust Courts	Designated Housing	\$ 79,000
		Laterals, Fencing, Roofs	\$ 15,000		Roofs, cont'd.	\$ 2,000
		<i>subtotal</i>	\$ 92,000		<i>subtotal</i>	\$ 81,000
	46-4, Fairview Village & King Terrace	Major Renovations, KT	\$ 44,000	46-4, Fairview Village & King Terrace	Major Renovations, KT	\$ 11,000
		Roofs, Windows, Doors, FV	\$ 13,000		Roofs, Soffits, etc. FV	\$ 11,600
		<i>subtotal</i>	\$ 57,000		<i>subtotal</i>	\$ 22,600
	46-5, 222 North Church Street	Window Replacement	\$ 42,800	46-5, 222 North Church Street	Comon Areas;painting	\$ 23,800
		Common Area	\$ 5,000		Grounds	\$ 13,000
		<i>subtotal</i>	\$ 47,800		<i>subtotal</i>	\$ 36,800
	46-8, Oxford Terrace	Common Areas, incl Carpeting	\$ 7,100	46-8, Oxford Terrace	Common Areas, incl Carpe	\$ 6,500
		Units, Painting	\$ 3,000		Units, Painting	\$ 3,000
		<i>subtotal</i>	\$ 10,100		<i>subtotal</i>	\$ 9,500
	Agency-Wide	Appliances, Boiler, Elevator	\$ 28,000	Agency-Wide	Appliances, Boiler, Elevator	\$ 32,000
		A&E, External areas	\$ 8,000		A&E, External areas	\$ 5,000
		Computer Upgrade	\$ 10,000		Computer Upgrade	\$ 84,000
		Ops, Mgt, Imprvmts, & Admin	\$ 138,322		Ops, Mgt, Imprvmts, & Adm	\$ 120,322
		<i>subtotal</i>	\$ 184,322		<i>subtotal</i>	\$ 241,322
	TOTAL CFP Funds for 5-Year Planning		\$ 391,222	TOTAL CFP Funds for 5-Year Planning		\$ 391,222
<i>page 1</i>						
	Signature of the Executive Director		Date	Signature of Field Office Manager		Date

Activities for Year: 4 <i>FFY GRANT: 2008 PHA FY: 2008</i>			Activities for Year: 5 <i>FFY GRANT: 2009 PHA FY: 2009</i>		
Dev No. & Name or HA-Wide	Major Work Categories	Estimated Cost	Dev No. & Name or HA-Wide	Major Work Categories	Estimated Cost
46-2 ,Maple/Spruce Locust Courts	Designated Housing	\$ 114,000	46-2 ,Maple/Spruce Locust Courts	Designated Housing	\$ 48,000
	Windows, Doors, Roofs	\$ 10,000		Windows, Doors, Roofs	\$ 14,000
	<i>subtotal</i>	\$ 124,000		<i>subtotal</i>	\$ 62,000
46-4, Fairview Village & King Terrace	Non-Routine Rehabs, KT	\$ 5,000	46-4, Fairview Village & King Terrace	Non-Routine Rehabs, KT	\$ 4,000
	Soffits,Units, Grounds, FV	\$ 25,100		Soffits,Units, Grounds, FV	\$ 30,700
	<i>subtotal</i>	\$ 30,100		<i>subtotal</i>	\$ 34,700
46-5, 222 North Church Street	Common Areas; Roof;Ground	\$ 23,800	46-5, 222 North Church Street	Common Areas;Security Sys	\$ 43,000
	Non-Routine Rehabs	\$ 10,000		Non-Routine Rehabs	\$ 10,000
	<i>subtotal</i>	\$ 33,800		<i>subtotal</i>	\$ 53,000
46-8, Oxford Terrace	Common Areas, incl Carpetin	\$ 15,000	46-8, Oxford Terrace	Common Areas, incl Carpet	\$ 15,000
	Units, Painting	\$ 4,000		Units, Painting	\$ 4,000
	<i>subtotal</i>	\$ 19,000		<i>subtotal</i>	\$ 19,000
Agency-Wide	Appliances, Boiler, Elevator	\$ 29,000	Agency-Wide	Appliances, Boiler, Elevator	\$ 30,200
	A&E, External areas	\$ -		A&E, External areas	\$ 22,000
	Computer Upgrade	\$ 22,000		Computer Upgrade	\$ 15,000
	Ops, Mgt, Imprvmts, & Admin	\$ 133,322		Ops, Mgt, Imprvmts, & Admi	\$ 155,322
	<i>subtotal</i>	\$ 184,322		<i>subtotal</i>	\$ 222,522
TOTAL CFP Funds for 5-Year Planning		\$ 391,222	TOTAL CFP Funds for 5-Year Planning		\$ 391,222
<i>page 2</i>					
Signature of the Executive Director		Date	Signature of Field Office Manager		Date