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

PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009
Annual Plan for Fiscal Year 2007 (7/1/2007 – 6/30/2008)

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

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

PHA Plan
Agency Identification

PHA Name: Housing Authority of Joliet

PHA Number: IL024

PHA Fiscal Year Beginning: 07/01/2007 – 06/30/2008

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)

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

A. Mission

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

☒ The mission of the PHA is the same as that of the Department of Housing and Urban Development: **To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.**

☐ The PHA's mission is: See Above

B. Goals

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

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

☒ **PHA Goal: Expand the supply of assisted housing**

Objectives:

- ☒ Apply for additional rental vouchers to meet the needs of families, senior citizens and the disabled population.
- ☒ Reduce public housing vacancies by continuing to improve by further decreasing the vacant unit turnaround days.
- ☒ Leverage private or other public funds to create additional housing opportunities: The HAJ continues to investigate the leveraging of Capital Funds, with LIHTC, Bonding Authority, etc. and other financial strategies to develop mixed-income Housing developments.
- ☒ Acquire or build units or developments: The HAJ plans to develop a mixed-income housing community on property it purchased in fiscal year 2005.

☒ **Other:**

- Conversion of up to 20% of its Housing Choice tenant-based vouchers to project-based vouchers to further assist in the expansion of quality assisted housing.
- Supportive Living Facility: The HAJ will develop a Supportive Living Facility to assist low-income elderly populations within Public Housing and outside Public Housing to live independently longer by not having to be placed in a nursing home or related facility prematurely.
- Participate in the Regional Housing Initiative (RHI) with the Chicago Housing Authority and Cook, Lake, McHenry, Dupage, and Kane County Housing Authorities to encourage the expansion of quality rental housing by allocating project based vouchers.
- Partnered with the University of Saint Francis in the development and operation of a Health and Wellness Clinic at the John C. Murphy Highrise Building. Services available to public housing program elderly and disabled residents include physical exams and health assessments, health screenings, counseling, management of acute and chronic illnesses, exercise and stretching classes, pre-employment physicals, and guidance with medications, chronic illnesses, nutrition and weight control, diabetes, stress management, and smoking cessation.

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☒ **PHA Goal: Improve the quality of assisted housing**

Objectives:

☒ Improve public housing management: (PHAS score) Increased PHAS score from 88 in FY 2006 to a score of 88 in FY 2007; the Authority will be converting to project-based budgeting and accounting on July 1, 2007, its 2008 fiscal year. We'll also initiate, on a trial basis, project-based management in an effort to fully convert to Asset Management before 2011. Goals are to improve management operations under the Asset Management model by asset management project and Authority-wide.

☒ Improve voucher management: (SEMAP score) Achieved a score of 81 for FY 2006. The Authority will substantially improve voucher lease-up and budget authority expenditures to a 98% utilization rate in FY 2006. That increase will enable the Authority to increase its SEMAP score to a 90+ or High Performer designation.

☒ Increase customer satisfaction: Provide enhanced resident services, including increased Security Improvements - install security cameras at strategic locations in family housing sites to monitor the public ways to act as a crime deterrent; Resident Councils; Teen REACH programs; on-site Computer Labs for all sites; additionally, to provide more service to seniors, the Housing Authority of Joliet employs an Elderly Services Coordinator, funded through a State of Illinois Resident Opportunity and Self-Sufficiency Grant.

☒ Concentrate on efforts to improve specific management functions: General Staff Skill Training, Asset Management Training, Capital Fund Training, Maintenance Assessment, Financial Assessment to prepare for Asset Management transition and operation.

☒ Renovate or modernize public housing units: Through the Illinois Capital Fund Bond Pool ($6,882,170.34) and $2.1 million Energy Performance Contract substantial improvements have been made to the Authority's Senior/Disabled Housing stock in FY2005 and FY 2006. Capital Improvements will continue at these sites; however, the Authority's major focus is the Transformation of its Family Sites in Mixed-Income Communities. Health and Safety, Energy Conservation, and Cosmetic Improvements will be performed as needed. Both initiatives are substantially complete in FY 2007.

(Please see Component 7 A (3), representing Modernization improvements through the Capital Fund Bond Pool Program and Component 18(G), representing Energy Conservation Measures completed.)

☒ Demolish or dispose of obsolete public housing: The Authority will continue pursuing demolition of family housing units targeted for Redevelopment and Mixed-Income Housing Communities. Demolition is contingent upon HUD approval and financing available to accomplish this initiative. Please see Component 7 B (e), representing our Targeting Redevelopment Plan.

☒ Provide replacement public housing: The Authority plans to revitalize its Family Housing Developments. Please see Component 7 B (e), representing our Targeting Redevelopment Plan.

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☒ Provide replacement vouchers: Replacement vouchers will be requested for Family Housing Developments approved for demolition/disposition and where residents relocated received Housing Choice Vouchers. Focus is now on the 106-unit Spring Bluff Housing Development (one of three sites under IL06-P024-003).

☒ **PHA Goal: Increase assisted housing choices**

Objectives:

☒ Provide voucher mobility counseling

☒ Conduct outreach efforts to potential voucher landlords

☒ Increase voucher payment standards

☒ Implement voucher homeownership program: See Homeownership Capacity Statement.

☒ Implement public housing or other homeownership programs: Liberty Meadow Estates Mixed-Income Community Lease-to-Own Program.

☒ Implement public housing site-based waiting lists: The high-rise building located at 400 N. Bluff Street (part of IL06-P024-004) has been designated "Elderly" to accommodate the State of Illinois approval of the building becoming a (public housing) Supportive Living Facility (SLF) – See Component 18, "F", representing our Supportive Living Housing Strategy. Under an Asset Management Model, the Authority will maintain a centralized application and waiting list center for all other Asset Management Projects.

☒ Convert public housing to vouchers: *As deemed necessary.*

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

☒ **PHA Goal: Provide an improved living environment**

Objectives:

☒ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments.

☒ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: **Please see Component 7 B (e), representing our Targeting Redevelopment Plan.**

☒ Implement public housing security improvements

☒ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)**One (1) building at IL06-P024-004 to "elderly" to become a (public housing) Supportive Living.**

☒ Other: **To assist our (public housing) aging elderly to live independently longer, the 400 N. Bluff Street is becoming a Supportive Living Facility (See Component 18, "F", representing our Supportive Living Housing Strategy).**

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

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

Objectives:

☒ Increase the number and percentage of employed persons in assisted families.

☒ Provide or attract supportive services to improve assistance recipients' employability: **Onsite homework assistance. Computer tutoring for children and adults. Teen REACH program.**

☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities. **Senior Health Programs. Security Services at all elderly developments.** The Housing Authority of Joliet has received funding, through a State of Illinois Resident Opportunity and Self-Sufficiency Grant, to provide additional service to seniors with the employment of an **Elderly Services Coordinator**.

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

☒ **PHA Goal: Ensure equal opportunity and affirmatively further fair housing**

Objectives:

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

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

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

☐ Other: (list below)

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PROGRESS REPORT ON MEETING 5 YEAR PLAN MISSION AND GOALS

PHA Goal: **Expand the supply of assisted housing.**

Report: In FY 2006, the Authority has not applied for additional Housing Choice Vouchers. However, the HAJ will submit an application to HUD for replacement Housing Choice Vouchers associated with resident relocation at the Spring Bluff Housing Development; and submit an application to the Illinois Housing Development Authority for funding under the state's new Rental Housing Support Program.

Report: The Authority has decreased vacant unit turnaround from 27.58 days in FY2005 to 24.72 days in FY2006.

Report: In FY2006, the Authority has obtained financial obligations totaling $18,313,689 for Phase One, 74 lease-to-own/rental housing units at Liberty Meadow Estates, our first mixed-income housing initiative. Funds include Proceeds from the sale of Low Income Housing Tax Credits and State Donation Credits, City and County HOME funds, Capital Funds, State Trust Funds, Federal Home Loan Bank's Affordable Housing Program Grant, Deferred Developer's fees, et al.

Report: Construction on the Liberty Meadow Estates Phase One is anticipated for Spring, 2007. A total of 188 units are scheduled to be constructed over three (3) phases. Phase One includes 74 lease-to-own single family/duplex homes and 13 for-sale lots to be developed by a third party, covering 31 acres of the 64 acre site.

Report: In FY 2006 the Authority adopted a Project-Based Voucher Policy as part of its Housing Choice Voucher Administrative Plan. The Authority has requested HUD authorization to award five (5) Project-Based Vouchers to the 24-unit Braidwood Senior Apartments located in Braidwood, Illinois.

Report: The 400 N. Bluff Street Supportive Living Facility is undergoing $2.8 million in substantial rehabilitation. The contract, awarded to JM Olson Corporation in October, 2006, is scheduled August, 2007 completion. The facility is anticipated to open in Fall, 2007.

Report: The Authority, on February 13, 2007, joined the Regional Housing Initiative (RHI) to encourage the expansion of quality rental housing in Will County. The Authority could offer Project-Based Vouchers to Developers interested in developing affordable multi-family housing in Will County. The Authority could utilize Project-Based Vouchers from a POOL of Project-Based Vouchers provided by the Chicago Housing Authority and Cook, McHenry, Lake, and Kane County Housing Authorities.

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PHA Goal: **Improve the quality of assisted housing.**

Report: The Authority has converted its Financial Management System to accommodate Project-Based Budgeting and Accounting.

Report: Steps have been initiated to achieve 98% Voucher and /or Budget Utilization for the 2007 fiscal year and, as such, improve the SEMAP score from 81 in FY 2006 to 90+ in FY 2007.

Report: Installed Security Cameras in strategic locations throughout the Fairview Homes Family Housing Development as a crime prevention/deterrent strategy. Cameras will assist in identifying problem households and guests that are involved in anti-social activities. Authority Security and Management Staff monitor the cameras and when appropriate, provide data and information to City Police, States Attorney, Courts, et al to assist in investigations and prosecution.

Report: Partnered with the University of Saint Francis in the development and operation of a Health and Wellness Clinic at the John C. Murphy Highrise Building. Services available to residents include physical exams and health assessments, health screenings, counseling, management of acute and chronic illness, exercise and stretching classes, pre-employment physicals, and guidance with medications, nutrition and weight control, diabetes, stress management, and smoking cessation.

Report: Through the Housing Authority of Joliet's FY2007 Teen REACH Program, 155 public housing program youth have participated in an after-school program that offers supervised academic assistance, sports and recreation, life skills, mentoring and parental involvement, activities and events.

Report: Substantial progress has been made on the Supportive Living Facility scheduled to open in the Fall of 2007. The facility, targeted to frail Public Housing Seniors unable to live independently without assistance with at least two (2) basic services, prevents premature nursing home placement. Seniors receive assistance with bathing, dressing, housekeeping, ambulating, meals, medications, and other daily activities.

Report: The Authority submitted an application on November 10, 2006 for demolition and disposition of the 106 dwelling unit Spring Bluff Homes Housing Development as part of the Liberty Meadow Estates Mixed-Income Housing Community. Demolition/Disposition is the Authority's highest priority targeted to its three (3) major family housing sites. *Please see Component 7 B (e), representing our Targeting Redevelopment Plan.*

Report: The Authority will pursue funding to redevelop the Spring Bluff Family Housing Development under Phase Two of the Liberty Meadow Estates Mixed-Finance Housing Plan.

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PHA Goal: **Increase assisted housing choices.**

Report: The Authority continues to educate Housing Choice Voucher Participants on their rights and housing options. De-concentration efforts have been very successful as outlined below:

April 1991		September 2006	
City of Joliet's East Side	463 (82.24%)	City of Joliet's East Side	320 (27%)
City of Joliet's West Side	82 (14.56%)	City of Joliet's West Side	329 (28%)
Out of Town	18 (3.20%)	Out of Town	538 (45%)
Total	563	Total	1187

Report: The Authority in the fiscal year ending June 30, 2007 sponsored a Section 8 Housing Choice Voucher Program Landlords' Conference to attract new landlords and to update landlords on policy and procedures, to discuss Fair Housing Issues, and to encourage unit availability in non-impacted census tracts. The State Tax Credit Program for landlords with units in non-impacted census tracts was also discussed. The Authority identified an additional 160 units for the Program in a subsequent survey to landlords regarding new units they would make available for the Program.

Report: On October 1, 2006, the Authority did increase its Housing Choice Voucher Payment Standards as outlined:

	OLD	NEW
1BR	819	915
2BR	924	1029
3BR	1122	1257
4BR	1291	1420
5BR	1485	1634

Report: Through the Housing Choice Voucher Homeownership Program five (5) families purchased homes during the period of July 1, 2005 through June 30, 2006 Through the period of July 1, 2006 to present, three (3) additional families purchased homes; since program inception of February 2003, a total of eleven (11) families have purchased homes since the February, 2003 Program inception.

Report: No action has been initiated on a Public Housing or other Homeownership Program.

Report: The Authority, during the fiscal year ending June 30, 2007, submitted its request to the Chicago Area HUD Office to designate the 400 N. Bluff Street Senior Highrise Building, currently undergoing comprehensive rehabilitation to become a (public housing) Supportive Living Facility, as Elderly-Only and to operate a Site-Based Waiting List.

Report: The Authority is reviewing the feasibility of converting Public Housing units to Housing Choice Vouchers.

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PHA Goal: **Improve community quality of life and economic viability.**

Report: During FY2007, as of March, 16, 2007, 48.59% or 189 families residing within public housing developments. IL06-P024-001, 002, and 003 were reporting wages. This is the highest percentage / number of families working since the Housing Authority of Joliet began record keeping in FY2002, when only 34.58% or 139 families were reporting wages.

Report: The Authority installed Security Cameras in strategic locations at its Fairview Homes Family Housing Development. The cameras will be used to identify resident households and non-residents who are involved in criminal activity. A part time security guard will be hired in Spring, 2007 to monitor the cameras live. During the fiscal year ending June 30, 2007, the Authority hired off-duty Police Officers to patrol the housing developments of Fairview, Poole Gardens, and will assist the HAJ in-house enforcement, anti-drug activities, and enforcement of the limited access and property bar policy.

Report: During the fiscal year ending June 30, 2007, the Authority requested the Chicago Area HUD Office approve and Elderly Only Designation for the 400 N. Bluff Street Building which is becoming a (public housing) Supportive Living Facility. The Supportive Living Facility, based on the Stated of Illinois Regulations, can only serve the Elderly population, those of 65 years or older. The U.S. Department of Housing and Urban Development Headquarters, Washington D.C., received the Designated Housing Plan on March 06, 2007 for review and approval.

Report: The 400 N. Bluff Street Highrise is undergoing substantial rehabilitation to facilitate approval as a (public housing) Supportive Living Facility. In October, 2006, a contract in the amount of $2.8 Million was executed with JM Olson to perform the work.

PHA Goal: **Promote self-sufficiency and assist development of families and individuals.**

Report: Through a recently expired FY 2002 ROSS grant, the Authority provided 70 participants with access to increased educational opportunities; 21 participants obtained a certified nursing assistant (CNA) certificate, 5 participants obtained and Associate of Arts (AA), Associates of Science (AS) degree, 19 participants increased their wages.

Report: To increase resident employability, the HAJ partnered with the Will County Workforce Development Program to bring their mobile computer lab to the family housing developments eleven times during the FYE 6/30/2006, and eight times during the period beginning 7/1/2006 to present. The mobile computer lab provided residents with access to high speed internet connection to search for jobs, a resume development program, keyboarding lessons, and staff persons to assist in job searches within Will County.

Report: Partnered with the University of Saint Francis in the development and operation of a Health and Wellness Clinic at the John C. Murphy Highrise Building. Services available to public housing program elderly and disabled residents include physical exams and health assessments, health screenings, counseling, management of acute and chronic illnesses, exercise and stretching classes, pre-employment physicals, and guidance with medications, chronic illnesses, nutrition and weight control, diabetes, stress management, and smoking cessation.

Report: Substantial progress has been made on the Supportive Living Facility scheduled to open in the Fall of 2007. The facility, targeted to frail Public Housing Seniors unable to live independently without assistance with at least two (2) basic services, prevents premature nursing home placement. Seniors receive assistance with bathing, dressing, housekeeping, ambulating, meals, medications, and other daily activities.

Report: The Authority continues to provide security guards and security cameras and monitoring services at its Highrise Buildings.

PHA Goal: Ensure Equal Opportunity in housing for all Americans.

Report: On July 19, 2006, the Housing Choice Voucher Program hosted a landlord conference to act as a recruitment and retention tool to increase the number of landlords within the Housing Choice Voucher Program. All affirmative measures were covered by Authority staff and landlords were able to participate in a question and answer session.

Other PHA Goals and Objectives: (list below)

GOAL: To increase the Public Housing Program occupancy rate, thereby maximizing utilization of the Authority's housing stock.

REPORT: The Housing Authority of Joliet anticipates an increase in Public Housing Program occupancy increase from to 98% in FY 2007.

GOAL: To encourage self-sufficiency of Low-Rent and Section 8 families by providing opportunities that address educational, socio-economic, recreational and other human services needs of the family.

REPORT: The Authority continues to seek continued funding of IDHS Teen REACH Program to provide a safe and supervised after school program for youth, aged 6 – 17, The program will assist working parents by providing no-cost after school care for their age-eligible youth.

GOAL: To enhance positive public awareness and expand the level of resident, government and community support in accomplishing the PHA's mission.

REPORT: The Authority makes the public and the government entities aware of its programs, services, and activities on a regular (monthly) basis via WJOL radio and the Herald News; as well as the Authority Quarterly Newsletter and Annual Report.

GOAL: To maintain a high level of standards and professionalism in the operation of all programs, services and activities.

REPORT: The Authority maintains the highest standards in the operation of its programs; this is in part accomplished with professional development and training conferences, conventions, etc., the staff and commissioners attended in FY2006 and FY 2007.

GOAL: To be a Public Housing and Section 8 Housing High-Performing agency through continuous improvement of the Authority's support systems, departmental operations and training of staff.

REPORT: The Authority increased its FY 2005 PHAS score of 81 to a preliminary score of 87 in FY 2006. Decreased funding had a negative impact on FASS sub-indicators 1 and 2.

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GOAL: To provide decent, safe, and sanitary housing that exceeds Housing Quality Standards by completing comprehensive modernization and revitalization of sites.

REPORT: *Previously discussed on page 2 of 5 Year Plan.*

GOAL: To provide Homeownership opportunities for Low-Rent and Section 8 program families within the City of Joliet and other communities in Will County.

REPORT: *Previously discussed on page 3 of 5Year Plan .*

GOAL: To promote fair housing and the opportunity for low-income families of all ethnic backgrounds to experience freedom of housing choice anywhere within Will County.

REPORT: *Previously discussed on page 4 of 5Year Plan .*

GOAL: Utilizing resources of the Authority, encourage private and not-for-profit developers to provide supplemental affordable, mixed-income housing in our community.

REPORT: *Previously discussed on page 3 of 5Year Plan .*

Annual PHA Plan
PHA Fiscal Year 2007
[24 CFR Part 903.7]

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**

i. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan. ***Not required***

ii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

Table of Contents

Annual Plan

i. Executive Summary
ii. Table of Contents
1. Housing Needs
2. Financial Resources
3. Policies on Eligibility, Selection and Admissions
4. Rent Determination Policies
5. Operations and Management Policies
6. Grievance Procedures
7. Capital Improvement Needs
8. Demolition and Disposition
9. Designation of Housing
10. Conversions of Public Housing
11. Homeownership
12. Community Service Programs
13. Crime and Safety
14. Pets
15. Civil Rights Certifications (included with PHA Plan Certifications)
16. Audit
17. Asset Management
18. Other Information
    - A. Resident Advisory Board Information
    - B. HAJ Resident Commissioner Information
    - C. Statement of Consistency with the City of Joliet's Consolidated Plan
    - D. "Other" Information as Required by HUD
        1. Definition of "substantial deviation/modification and "significant amendment"
        2. Innovative Strategies to further assist the agency's service area
    - E. Section 8 Homeownership Capacity Statement
    - F. Assisted Living Housing Strategy
    - G. Energy Conservation Measures
    - H. Housing Authority of Joliet's Violence Against Women Act Policy
    - I. Meeting the Requirements of the State of Illinois Carbon Monoxide Detector Act
    - J. Springbluff Homes (aka Poole Gardens) Relocation Plan
    - K. Public Housing Program Lease Revisions / Additions
    - L. Project Based HCV Program Policy

Attachments

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

Required Attachments:

☒ A. Admissions Policy for Deconcentration
☒ B. FY 2007 Capital Fund Program Annual Statement
☒ C. Performance & Evaluation Reports for existing Capital grants for the period ending 12/31/2006
Performance & Evaluation Report for Illinois Capital Fund Bond Pool Program, 12/31/2006
☒ D. Membership of the Resident Advisory Board
☒ E. Most recent board-approved operating budget
☒ F. Initial Assessment for Mandatory Conversion

Optional Attachments:

☒ A. Updated FY 2005 - 2009 Capital Fund Program 5 Year Action Plan
☐ B. Other: Housing Authority of Joliet's Organizational Chart
Housing Authority of Joliet Resident Satisfaction Survey Follow-Up Plan
☒ C. Other (List below, providing each attachment name)

Hard Copy Attachment A:

Certifications: Board Resolution for Annual Plan,
Local Entity's Certification of compliance with Consolidated Plan, Drug Free Workplace, Disclosure of Lobbying Activities, Payments to Influence Federal Transactions

Hard Copy Attachment B:

Additional Capital Fund Requirements:
Request for Release of Funds & Certification,
Evidence of Compliance with the National Historical Preservation Act

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/*99 Quality Housing and Work Responsibility Act Initial Guidance; Notice* and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents ☒ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development ☒ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures ☒ check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	Section 8 informal review and hearing procedures ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CGP Budget/Progress Report (HUD 52825) for any active CGP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program ☒ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
N/A	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Deconcentration and Income Mixing Policies and Procedures ☒ check here if included in the public housing A & O Policy	Annual Plan: Deconcentration & Income Mixing

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.

According to the City of Joliet's 2005 – 2010 Consolidated Plan, the following numbers are based on 2000 census figures and 1999 median income determinations. The Illinois Housing Development Authority median household income for a family of four in Joliet was $75,400 in 2006.

Housing Needs of Families in the Jurisdiction by Family Type

Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of MFI	6,986	5	4	4	n/a	1	n/a
Income >30% but <=50% of MFI	5,899	3	2	3	n/a	2	n/a
Income >50% but <80% of MFI	9,881	2	1	3	n/a	1	n/a
Elderly	7,491	3	n/a	3	n/a	n/a	n/a
Families with Disabilities	n/a	n/a	n/a	n/a	n/a	n/a	n/a
White	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Black	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Native American	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Hispanic	n/a	n/a	n/a	n/a	n/a	n/a	n/a

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: City of Joliet
  Indicate year: 2005
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- ☐ American Housing Survey data
  Indicate year:
- ☐ Other housing market study
  Indicate year:
- ☐ Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

☒ **Section 8 tenant-based assistance**
☐ Public Housing
☐ Combined Section 8 and Public Housing
☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional)
If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	318		0
Extremely low income <=30% AMI	286	89.99	
Very low income (>30% but <=50% AMI)	31	9.75	
Low income (>50% but <80% AMI)	1	0.31	
Families with children	252	79.25	
Elderly families	12	3.77	
Families with Disabilities	30	9.63	
White	48	15.09	
Black	270	84.91	
Native American	0	0.00	
Hispanic	6	1.89	

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

If yes:

How long has it been closed (# of months)? ***Closed Since September, 2001***

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

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?

☐ No ☒ Yes

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

☐ Section 8 tenant-based assistance

☒ **Public Housing** **(as of 03/27/2007)**

☐ Combined Section 8 and Public Housing

☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	318		201
Extremely low income <=30% AMI	222	69.81	
Very low income (>30% but <=50% AMI)	95	29.87	
Low income (>50% but <80% AMI)	1	0.31	
Families with children	145	45.59	
Elderly families	44	13.83	
Families with Disabilities	94	29.55	**The Hispanic ethnicity is also reflected in the white and black family count**
White	65	20.44	
Black	242	76.10	
Native American	0	0	
Hispanic	11	3.46	
Asian	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	173	54.4	125
2 BR	53	16.67	23
3 BR	64	20.13	50
4 BR	25	7.86	2
5 BR	3	0.94	1
5+ BR	0	0	0

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

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

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

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?

☒ No ☐ Yes

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: Families at or below 50% of median
Strategy 1: Target available assistance to families at or below 50% of AMI
Select all that apply

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

Need: Specific Family Types: The Elderly
Strategy 1: Target available assistance to the elderly:
Select all that apply

- ☒ Seek designation of public housing for elderly ***(Supportive Living Facility Statement, Component 18F)***
- ☒ 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:
Select all that apply

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

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs
Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:
Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing
Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
1. **Federal Grants-FFY 2007 grants**		
a) Public Housing Operating Fund	**2,550,621.00**	Public Housing Operations
b) IL06-P024-50107 Public Housing Capital Fund	**2,040,048.00**	Physical & Management Improvements / Debt Service
c) HOPE VI Revitalization	**0.00**	
d) HOPE VI Demolition	**0.00**	
e) Annual Contributions for Section 8 Tenant-Based Assistance	**8,959,721.00**	
f) Public Housing Drug Elimination Program	**0.00**	
g) Resident Opportunity and Self-Sufficiency Grants	**41,034.00**	Elderly Services Coordinator
h) Community Development Block Grant	**0.00**	
i) HOME	**0.00**	
Other Federal Grants (list below)		
Learn and Serve	**0.00**	
Teen REACH	**196,000.00**	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CFP – All funds Fully Obligated	**0.00**	
3. Public Housing Dwelling Rental Income	**2,500,877.00**	Maintenance/Operations
4. Other income (list below)		
Excess Utilities	**0.00**	Maintenance/Operations
Investment Interest	**11,244.00**	Maintenance/Operations
Non Dwelling Rental	**68,756.00**	Maintenance/Operations
Income/Operations	**557,418**	
5. Non-federal sources (list below)		
Pay-back of funds used to purchase 27/51.08 acres of property	**484,708.90**	Modernization Activities
Illinois Housing Development Authority Grant - Fully Obligated	**108,000.00**	Modernization Activities
CFP Bond Pool – Fully Obligated	**6,870,423.44**	Modernization Activities
Total resources	**$24,388,851.34**	*Revised 9/4/2007*

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: 10 – 20 on the waiting list
☐ When families are within a certain time of being offered a unit:
☐ 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
- Past participation in any HUD assisted housing program

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

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

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

(2)Waiting List Organization

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

☒ Community-wide list
☐ Sub-jurisdictional lists
☒ Site-based waiting lists (For 400 N. Bluff Street – Assisted Living Facility)
☐ Other (describe)

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

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

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

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

Supportive Living Facility (See Component 18, "F", representing our Supportive Living Strategy.)

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? **1**

3. ☒ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists? **2 – (Supportive Living Facility & Section 8 HCV)**

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
   ☒ PHA main administrative office
   ☐ All PHA development management offices
   ☒ Management offices at developments with site-based waiting lists
   ☐ At the development to which they would like to apply
   ☐ Other (list below)

(3) Assignment

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

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

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

(4) Admissions Preferences

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

b. Transfer policies:
In what circumstances will transfers take precedence over new admissions? (list below)
☒ Emergencies
☒ Overhoused
☒ Underhoused
☒ Medical justification
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
☒ Resident choice: (state circumstances below)
- Proximity to employment, child care provided by relative, medical treatment
☒ Other: (list below)
- To meet income targeting/deconcentration goals

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

1 Date and Time

<u>Former Federal preferences:</u>

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

Other preferences (select all that apply)

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

☒ Other preference(s) (list below)

2 Hurricane Katrina Victims

4. Relationship of preferences to income targeting requirements:

☐ The PHA applies preferences within income tiers

☒ Not applicable: ***the pool of applicant families ensures that the PHA will meet income targeting requirements***

(5) Occupancy

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

☒ The PHA-resident lease

☒ The PHA's Admissions and (Continued) Occupancy policy

☒ PHA briefing seminars or written materials

☐ Other source (list)

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

☒ At an annual reexamination and lease renewal

☒ Any time family composition changes

☒ At family request for revision

☐ Other (list)

(6) Deconcentration and Income Mixing

a. ☒ Yes ☐ No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b. ☐ Yes ☒ No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	**No. of Units**	**Explanation (if any) [see step 4 at §903.2(c)(1)((iv)]**	**Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]**

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
- Past participation in Housing Authority of Joliet and other PHA's Section 8 programs

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

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

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

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

☒ Criminal or drug-related activity
☒ Other
- Non payment history

(2) Waiting List Organization

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

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

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

☒ PHA main administrative office
☐ Other (list below)

(3) Search Time

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

If yes, state circumstances below:

(1) Events beyond the Participant's control that hinder/prevent unit search (e.g. medical causes or disability accessibility)

(2) Landlord withdrawal of intention to rent through no fault of the Participant

(3) Reasonable accommodation

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

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

Former Federal preferences

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

☒ Victims of domestic violence

☐ Substandard housing

☐ Homelessness

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

Other preferences (select all that apply)

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

☐ Veterans and veterans' families

☐ Residents who live and/or work in your jurisdiction

☐ Those enrolled currently in educational, training, or upward mobility programs

☐ Households that contribute to meeting income goals (broad range of incomes)

☐ Households that contribute to meeting income requirements (targeting)

☐ Those previously enrolled in educational, training, or upward mobility programs

☒ Victims of reprisals or hate crimes

☒ Other preference(s) (list below)

Hurricane Katrina Victims

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

1 Date and Time
Former Federal preferences:
1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
1 Victims of domestic violence
Substandard housing
Homelessness
High rent burden

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

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)
☒ Date and time of application
☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)
☐ This preference has previously been reviewed and approved by HUD
☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)
☐ The PHA applies preferences within income tiers
☒ Not applicable: the pool of applicant families ensures that the PHA will meet income-targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
☒ The Section 8 Administrative Plan
☒ Briefing sessions and written materials
☐ Other (list below)

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

☒ Through published notices
☐ Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

☐ $0
☐ $1-$25
☒ $26-$50

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

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

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

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

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

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

- ☐ For the earned income of a previously unemployed household member
- ☐ For increases in earned income
- ☐ 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) **Income earned while participating in a HUD-approved training program.**

e. Ceiling rents

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

- ☐ Yes for all developments
- ☐ Yes but only for some developments
- ☒ No

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

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

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

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

f. Rent re-determinations:

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

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

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

☐ At or above 90% but below100% of FMR
☐ 100% of FMR
☒ Above 100% but at or below 110% of FMR
☐ Above 110% of FMR (if HUD approved; describe circumstances below)

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

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

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

☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area

☒ Reflects market or submarket

☒ To increase housing options for families

☐ Other (list below)

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

☒ Annually

☐ Other (list below)

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

☒ Success rates of assisted families

☒ Rent burdens of assisted families

☒ Other (list below)

HUD Program Budget Approval

(2) Minimum Rent

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

☐ $0

☐ $1-$25

☒ $26-$50

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

(1) Suspension of rent pending determination of nature and duration of hardship

(2) Temporary hardships: Rent is retroactive to time of suspension

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 to follow **(Electronic Attachment – "il024b01")**

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	1,099	250
Section 8 Vouchers	1,039	0
Section 8 Certificates	N/A	-
Section 8 Mod Rehab	N/A	-
Special Purpose Section 8 Certificates/Vouchers Family Unification Program – JJ?	32	2
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually)	N/A	N/A
Ross Grant	N/A	N/A
EDSS Grant	N/A	N/A

C. Management and Maintenance Policies

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

(1) Public Housing Maintenance and Management:
- Admissions and Continued Occupancy Policies
- Maintenance Policies

(2) Section 8 Management:
- Section 8 Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

1. ☐ Yes ☒ 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?

HAJ has adopted the federal requirements.

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?

HAJ has adopted the federal requirements.

If yes, list additions to federal requirements below:

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

☒ PHA main administrative office
☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

☐ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan

-or-

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

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name:	Grant Type and Number	Federal FY of Grant:
HOUSING AUTHORITY OF JOLIET	Capital Fund Program Grant No: IL06-PO24-50107 Replacement Housing Factor Grant No:	07/01/2007

☒ **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	**Non-Capital Funds**	**484,708.90**	0.00	0.00	0.00
2	9001 Debt Service	**537,082.64**	0.00	0.00	0.00
3	1406 Operations	**400,000.00**	0.00	0.00	0.00
4	1408 Management Improvements Soft Costs	**45,000.00**	0.00	0.00	0.00
	Management Improvements Hard Costs	**0.00**	0.00	0.00	0.00
5	1410 Administration	**250,885.00**	0.00	0.00	0.00
6	1411 Audit	**0.00**	0.00	0.00	0.00
7	1415 Liquidated Damages	**0.00**	0.00	0.00	0.00
8	1430 Fees and Costs	**6,250.00**	0.00	0.00	0.00
9	1440 Site Acquisition	**0.00**	0.00	0.00	0.00
10	1450 Site Improvement	**0.00**	0.00	0.00	0.00
11	1460 Dwelling Structures	**270,048.00**	0.00	0.00	0.00
12	1465.1 Dwelling Equipment—Non-expendable	**0.00**	0.00	0.00	0.00
13	1470 Non-dwelling Structures	**0.00**	0.00	0.00	0.00
14	1475 Non-dwelling Equipment	**0.00**	0.00	0.00	0.00
15	1485 Demolition	**500,782.36**	0.00	0.00	0.00
16	1490 Replacement Reserve	**0.00**	0.00	0.00	0.00
17	1492 Moving to Work Demonstration	**0.00**	0.00	0.00	0.00
18	1495.1 Relocation Costs	**30,000.00**	0.00	0.00	0.00
19	1499 Development Activities	**0.00**	0.00	0.00	0.00
20	1502 Contingency	**0.00**	0.00	0.00	0.00
21	**Amount of Annual Grant: (sum of lines 2 - 20)**	**2,040,048.00**	**0.00**	**0.00**	**0.00**
22	Amount of line 21Related to LBP Activities	0.00	0.00	0.00	0.00
23	Amount of line 21Related to Section 504 compliance	0.00	0.00	0.00	0.00
24	Amount of line 21Related to Security –Soft Costs	0.00	0.00	0.00	0.00
25	Amount of Line 21related to Security-- Hard Costs	0.00	0.00	0.00	0.00
26	Amount of line 21 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00
27	Collateralization Expenses or Debt Service	537,082.64	0.00	0.00	0.00

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

PHA Name: HOUSING AUTHORITY OF JOLIET	Grant Type and Number Capital Fund Program Grant No: IL06-PO24-50107 Replacement Housing Factor Grant No:	Federal FY of Grant: 07/01/2007

Dev. No./Name Or HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
Non - Capital Funds	Asbestos Abatement Prior to Demolition of Spring Bluff Homes	1460	106	399,000.00	0.00	0.00	0.00	Represents the pay-back of CFP funds for 27 of 51.08 acres purchased 6/1/2005 $484,708.90
	Demolition of Spring Bluff Homes (aka Poole Gardens)	1485	106	85,708.90	0.00	0.00	0.00	
	Total Non-CFP Funds			**$ 484,708.90**	0.00	0.00	0.00	

Please Note: Through its endeavor to develop additional affordable housing for the community and population served, the Housing Authority of Joliet, with HUD approval, purchased 51.08 acres of vacant land utilizing $916,997.44 from Capital Fund Programs 50103, 50203, and 50104. July, 2007, while satisfying HUD's mixed-finance proposal requirements, it was brought to the parties involved in the development of "Liberty Meadow Estates, that the 22 ACC units it was proposing to mix into the 74-unit Phase I of the mixed-income development could not support the debt service necessary to the project. We have received HUD D.C. approval to utilize Project Based Vouchers. When deciding the project could not be completed with acc units, it was brought to the Authority's attention that the Capital Funds used to pay for the land must be paid back. 27 of the 51.08 acres will house Phase I which contains no acc units; so $484,708.90 must be "paid back". As the relevant capital fund programs have been closed out, with the Field Office's approval, the Housing Authority of Joliet will record the obligation and expenditure of said funds on the 50107 P&E reports as "Non-Capital Funds".

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 JOLIET	Grant Type and Number Capital Fund Program Grant No: IL06-PO24-50107 Replacement Housing Factor Grant No:	Federal FY of Grant: 07/01/2007

Dev. No./Name Or HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
Operations	Contribution to the Operating Budget	1406	20%	400,000.00	0.00	0.00	0.00	
Administration	Salaries for Modernization Department Staff & Other Agency Staff	1410	100%	250,885.00	0.00	0.00	0.00	
Management Improvements	Salaries for Resident Initiative Staff	1408	1	45,000.00	0.00	0.00	0.00	
Fees & Costs	Misc. A&E/Advertisements	1430	--	6,250.00	0.00	0.00	0.00	
IL24-003 Spring Bluff Homes (aka Poole Gardens)	Demolition of Spring Bluff (aka Poole Gardens)	1485	106	500,782.36	0.00	0.00	0.00	
	Resident Relocation / Relocation Assistance Benefits	1495	106	30,000.00	0.00	0.00	0.00	
IL24-004 John O. Holmes	Comprehensive Rehabilitation of 400 N. Bluff	1460	1	270,048.00	0.00	0.00	0.00	
IL24-004, 005, 006 Senior Sites	Debt Service – Illinois Capital Fund Bond Pool	***Debt Service***		537,082.64	0.00	0.00	0.00	
		Grant Total:		**$2,040,048.00**	**0.00**	**0.00**	**0.00**	

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

PHA Name: HOUSING AUTHORITY OF JOLIET	Grant Type and Number Capital Fund Program No: IL06-PO24-50107 Replacement Housing Factor No:	Federal FY of Grant: 07/01/2007

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	
IL24-004 John O. Holmes Complex	09/30/2009			09/30/2010			
IL24-001, 002 & 003 Murray Downey Homes, Van Horn Homes, Spring Bluff (aka Poole Gardens)	09/30/2009			09/30/2010			
HA-Wide Management Improvement Activities: Operations Contribution Administrative Salaries	09/30/2009			09/30/2010			

7A(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

☐ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan

-or-

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

PHA Name **HOUSING AUTHORITY OF JOLIET**			☐**Original 5-Year Plan FY 2005 – 2009** ☒**Revision No: Two (2) 03/2007**
Development Number/Name /HA-Wide	**Year 3** **2007**	Work Statement for Year 4 FFY Grant: IL06-PO24-**50108** PHA FY: **7/01/2008**	Work Statement for Year 5 FFY Grant: IL06-PO24-**50109** PHA FY: **7/01/2009**
PHA-Wide	See Annual Statement	1,549,217.64	2,000,000.00
IL24-001 Murray/Downey Homes		0.00	0.00
IL24-002 Van Horn Homes		0.00	0.00
IL24-003 Fairview, Spring Bluff & Desplaines		0.00	0.00
IL24-004 John O. Holmes			0.00
IL24-005 Riverside Center		450,782.36	0.00
IL24-006 Senior Scattered Sites &/or Admin Bldg.			0.00
Total CFP Funds Estimated	1,990,000.00	2,000,000.00	2,000,000.00
Total Replacement Housing Factor Funds	0.00	0.00	0.00

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

Activities for **Year 3**	Activities for Year : **4** FFY Grant: **IL06-PO24-50108** PHA FY: **7/01/2008**			Activities for Year: **5** FFY Grant: **IL06-PO24-50109** PHA FY: **7/01/2009**		
2007	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See Annual Statement	PHA Wide Activities	Contribution to Operations	400,000.00	PHA Wide Activities	Contribution to Operations	400,000.00
		Debt Service	538,332.64		Debt Service	533,952.14
		Development Activities	200,000.00		Development Activities	750,000.00
		Administrative Staff Salaries	250,885.00		Administrative Staff Salaries	250,885.00
		Resident Initiative Staff Salary	45,000.00		Resident Initiative Staff Salary	45,000.00
		Modernization of Appliances	100,000.00			
		Misc. Fees & Costs	15,000.00		Misc. Fees & Costs	20,162.86
	IL06-P024-004 John O. Holmes	Correction of Retaining Walls	45,000.00		**TOTAL CFP ESTIMATED COST**	**2,000,000.00**
	IL06-P024-004, 005, & 006	Exterior Wall Improvements – repairs, painting, cleaning, and tuckpointing	405,782.36			
		TOTAL CFP ESTIMATED COST	**2,000,000.00**			

7A(3) Modernization through the Illinois Capital Fund Bond Pool

Illinois Capital Fund Bond Pool Improvements

Status Report

The **Housing Authority of Joliet (HAJ)**, in cooperation with the Cook County, Quincy, Lee County, and Greater Metropolitan Area of Rock Island County, all Illinois Public Housing Authorities, formed the Illinois Public Housing Finance Corporation (IPHFC), for the purpose of creating pool financing structures to permit housing authorities to borrow money against future HUD grants by pooling borrowings to realize savings in transaction costs and interest rates. The corporation, in partnership with the Illinois Housing Development Authority (IHDA), held the closing May 19, 2005 for the issuance of $25,726.400 in Capital Fund Program Revenue Bonds. The Housing Authority of Joliet was issued $6,774,170 for capital improvements from the bond proceeds and an additional $108,000 grant from the Illinois Housing Development Authority to supplement funding for same.

The HAJ has targeted it Senior / Disabled Sites to receive improvements the agency would not be able to immediately afford without the Illinois Capital Fund Bond Pool Program. This has been a wonderful opportunity to not only improve resident quality of life, but also effectively compete against other private and public sector Senior Housing Programs. Physical Improvements funded through this bond issue include parking lot and sidewalk improvements; security improvements; elevator upgrades; Window and HVAC Replacement; Installation of Fire Sprinkler Systems; and Shower Stall Improvements.

The replacement of existing aluminum windows at the John O. Holmes Complex and Desplaines Gardens (Quads) was contracted in July, 2005 and was completed July 7, 2006. The windows were in dire need of replacement, as 95% of the window seals were broken, the solid aluminum frames were conductors of cold air, rather than insulators from the cold; the existing electrical base board heat systems were thirty-seven (37) years old with deteriorating heating elements for which replacement parts are limited; and built-in room air conditioning was needed in all the senior / disabled dwelling units to not only increase the marketability of the units, but to enhance the living conditions and quality of life for the residents.

The much-needed resurfacing of the parking lots and sidewalk improvements of the John C. Murphy Building, John F. Kennedy Terrace, Adlai Stevenson Gardens, and the HAJ Administration Office was complete August 12, 2005.

To maximize security, safety, and peace at Senior/Disabled Highrise Buildings, the HAJ commissioned the installation of a security system which includes closed circuit television (CCTV) and camera monitoring system, intercom system, indoor and outdoor surveillance cameras, and exit door alarm system. The project, funded through the Illinois Capital Fund Bond Pool issuance, was complete August 30, 2005.

The modernization of all roof ventilation fans at the Senior/Disabled Highrise Buildings was completed March 17, 2006 and has improved the circulation and ventilation of air within each building.

The elevator and lift modernization at the six (6) highrise buildings and at the HAJ Administration Building was contracted June 30, 2005. All elevators received a new winch assembly, motor, steel rope, and wiring; new elevator control panels; new elevator car interior paneling, stainless steel bottom plate, and steel guard rails; new stainless steel door jambs; and newly painted elevator doors. The project was complete September 15, 2006.

The installation of Fire Sprinkler Systems at the HAJ's six (6) senior/disabled highrise buildings was contracted out October 12, 2005 and will maximize the fire safety of our residents and comply with the Illinois State Fire Marshall's 2002 adoption of the National Fire Protection Association (NFPA) Life Safety Code 101. We anticipate project completion for July 14, 2007.

Architectural & Engineering plans and specifications for Shower Stall Improvements at the Adlai Stevenson Gardens and John F. Kennedy Terrace have been completed and proposals for the physical work are currently under evaluation for future modernization.

Architectural & Engineering plans and specifications for the rehabilitation of the 400 N. Bluff Street Building at John O. Holmes Complex were developed and the $2.8million contract for the comprehensive rehabilitation was executed October 6, 2006. We anticipate project completion prior to August, 2007.

As of March 15, 2007, $4,186,404.62 has been expended on the above projects and we anticipate all improvements complete and Capital Fund Bond Pool proceeds to be expended by September, 2007.

See Capital Fund Bond Pool Funded Improvements,
listed in P&E format, for the period ending December 31, 2006.

• *Rationale for financing activities verses funding activities with annual capital improvement grant:*

Statement of Need

The Housing Authority of Joliet receives an average of $2.1 million dollars annually for the capital improvement needs of its 1,099 conventional public housing units. From 1991 through 2001, the HAJ spent a large percentage of its capital fund rehabilitating the Fairview Homes, one of three (3) family housing developments under IL024-003, through a resident initiative Step-Up Program. Thus, limited capital improvements have been made to the senior/disabled housing developments. Utilizing the Illinois Capital Fund Bond Pool will allow the Authority to implement numerous health and safety, security, and cosmetic capital improvements at the senior/disabled developments that the Authority would not otherwise be able to immediately afford. This initiative will compliment the Energy Performance Contract improvements, completed last year, at these senior / disabled housing developments. In fact, the Authority will be able to implement all work items in the previously approved CFP 5-Year Action Plan with the Bond Issue. We estimate all Bond Pool work items will be completed by September 2007.

Adequacy of Capital Funds after Debt Service

The improvements the Authority intends to implement through the Illinois Capital Fund Bond Pool supplemented with Energy Performance contract improvements, will address most of the needs of the senior/disabled developments for the next twenty (20) years; however the Authority's family developments have been classified functionally obsolete and must be re-developed. Redevelopment of Springbluff Homes (aka Poole Gardens, one of three scattered sites under IL06-P024-003) is underway and construction is projected to start during the Spring of 2007. We anticipate the redevelopment planning process for Fairview Homes, a second site under IL06-P024-003, as well as for IL06-P024-001 and IL06-P024-002, to begin during 2008. The Transformation of these sites will be achieved utilizing funding from other sources (i.e.: LIHTC, HOME, loans, etc.).

Through the Bond Pool, the Authority plans to implement major capital improvements for its senior / disabled units located within the following developments: IL06-P024-003 Desplaines Gardens Quads, IL06-P024-004 John O. Holmes Complex, IL06-P024-005, Riverside Terrace (John C. Murphy Building), and IL06-P024-006 John Kennedy Terrace and Adlai Stevenson Gardens. Once we have completed these improvements, the Authority will have sufficient Capital Funds to address life cycle needs, as well as health and safety and cosmetic needs that may arise.

The Authority's three (3) family housing developments IL06-P024-001 (76 units), IL06-P024-002 (46 units), and one (1) of three (3) scattered sites under IL06-P024-003 (314 units), are targeted for redevelopment. The Authority will continue to maintain these sites through its Maintenance and Capital Fund Program to ensure compliance with the Uniform Physical Condition Standards until such time as outside financing has been secured and redevelopment begins.

After the debt service payment on the Bonds, the remaining CFP Grant funds will be sufficient to address the needs of the Authority's housing stock and will be targeted to addressing life cycle, health and safety, and cosmetic improvements, as identified through its Physical Needs Assessment, and will be reflected in the Agency's future Five Year Plans, beginning 2005 – 2010, in addition to the Authority's administrative and management needs.

Development Activities will be funded through outside sources (i.e. Low Income Housing Tax Credits, HOME, etc) but Capital Funds may be used to fill minor financing gaps.

Analysis as to adequacy of Capital Funds is based on a 20 Year Capital Plan/Physical Needs Assessment prepared in the first quarter 2004 by Architectural Consulting Group, Ltd.

HOUSING AUTHORITY OF JOLIET

IL06-P024

Illinois Capital Fund Bond Pool P&E Report

Annual Statement / Performance and Evaluation Report
Part II: Supporting Pages

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

FFY 2005 Illinois Capital Fund Bond Pool

P&E for Year Ending 12/31/2006

Capital Funds Program: Housing Authority of Joliet (IL024)

OMB Approval 2577-0157 (Exp. 3/31/2002)

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)	Funds Obligated (2)	Funds Expended (2)	
PHA Wide	1406 Operations	1406		$0.00	$0.00	$0.00	$0.00	
PHA Wide	1408 Management Improvements	1408		$0.00	$0.00	$0.00	$0.00	
PHA Wide	1410 Administration	1410		$0.00	$0.00	$0.00	$0.00	
PHA Wide	1411 Audits	1411		$0.00	$0.00	$0.00	$0.00	
PHA Wide	1415 Liquidated Damages	1415		$0.00	$0.00	$0.00	$0.00	
PHA Wide	1430 Fees and Cost							
	Sprinkler System	1430	6 Bldgs	$24,250.00	$40,250.00	$40,250.00	$11,194.46	In Progress
	Rehabilitation at 400 N. Bluff	1430	1 Bldg.	$0.00	$25,000.00	$25,000.00	$0.00	In Progress
	Window Replacement / Terminal HVAC	1430	3 Bldgs	$32,012.06	$32,486.41	$32,486.41	$32,486.41	Complete
	Elevator Upgrades	1430	7 Bldgs	$93,121.98	$93,590.74	$93,590.74	$93,590.74	Complete
	Security Improvements	1430	3 Bldgs	$1,557.04	$1,557.04	$1,557.04	$1,557.04	Complete
	Emergency Generators	1430	6 Bldgs	$0.00	$0.00	$0.00	$0.00	To Be Addressed in Future
	Parking Lot/Site Improvements	1430	4 Bldgs	$6,183.00	$6,183.00	$6,183.00	$6,183.00	Complete
	Handrails/ShowerStalls/Cabinets/Tops	1430	6 Bldgs	$81,600.00	$47,930.60	$47,930.60	$47,930.60	Complete
	Total 1430			$238,724.08	$246,997.79	$246,997.79	$192,942.25	
PHA Wide	1440 SITE ACQUISITION	1440		$0.00	$0.00	$0.00	$0.00	
PHA Wide	1490 REPLACEMENT RESERVE	1490		$0.00	$0.00	$0.00	$0.00	
PHA Wide	1499 MOD USED FOR DEVELOPMENT	1499		$0.00	$0.00	$0.00	$0.00	
	Subtotal			$238,724.08	$246,997.79	$246,997.79	$192,942.25	

Annual Statement / Performance and Evaluation Report
Part II: Supporting Pages

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

FFY 2005 Illinois Capital Fund Bond Pool
Housing Authority of Joliet (IL024)
P&E for Year Ending 12/31/2006

Capital Funds Program: Housing Authority of Joliet (IL024)

OMB Approval 2577-0157 (Exp. 3/31/2002)

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)	Funds Obligated (2)	Funds Expended (2)	
IL-004, 5, 6	**Sprinkler System Installation**							
(excluding 400 Bluff)	Sprinkler System Installation	1460	5 Bldgs	$3,000,000.00	$2,959,073.00	$2,959,073.00	$1,560,346.92	In Progress
IL-005, 6	**Security Improvements**							
	Security Improvements - CCTV, cameras, lighting, card access system	1460	3 Bldgs	$135,161.00	$135,161.00	$135,161.00	$135,161.00	Complete
IL-004, 5, 6	**Roof Ventilation Fans Upgrade**							
(including 400 Bluff)	Roof Ventilation Fans Upgrade	1460	6 Bldgs	$46,675.00	$46,675.00	$46,675.00	$46,675.00	Complete
IL-004, 5, 6	**Elevator Upgrades**							
(including 400 Bluff)	Elevator Upgrades	1460	6 Bldgs	$1,186,958.00	$1,186,958.00	$1,186,958.00	$777,541.32	In Progress
IL-003, 4	**Window Replacement**							
(Quads & Holmes Highrises, including 400 Bluff)	Window Replacement, AC Installation, Baseboard Heat Replacement, Mini-blind Insallation	1460	10 Bldgs	$1,075,000.00	$1,075,000.00	$1,075,000.00	$1,051,012.73	In Progress
IL-004	**400 N. Bluff Street Improvements**							
	Comprehensive Rehab - 400 N. Bluff (Fire Sprinkler Installation, Trash Compactor Installation, Emergency Generator, Kitchen Cabinets/Countertops, handrail installation, correction of sunken 1st floor, asbestos abatement, etc.)	1460	1 Bldgs	$889,977.26	$922,630.55	$922,630.55	$0.00	In Progress
IL-004	**Trash Compactor Installation**							
(including 400 Bluff)	Trash Compactor Installation	1460	3 Bldgs	$0.00	$0.00	$0.00	$0.00	To Be Addressed in Future
IL-005, 6	**Mod of Existing Trash Compactors**							
	Mod of Existing Trash Compactors	1460	3 Bldgs	$0.00	$0.00	$0.00	$0.00	To Be Addressed in Future
IL-004, 5, 6	**Emergency Generators**							

Annual Statement /
Performance and Evaluation Report
Part II: Supporting Pages

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

FFY 2005 Illinois Capital Fund Bond Pool

P&E for Year Ending 12/31/2006

Capital Funds Program: Housing Authority of Joliet (IL024)

OMB Approval 2577-0157 (Exp. 3/31/2002)

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)	Funds Obligated (2)	Funds Expended (2)	
(including 400 Bluff)	Emergency Generators	1460	6 Bldgs	$0.00	$0.00	$0.00	$0.00	To Be Addressed in Future

Annual Statement / Performance and Evaluation Report
Part II: Supporting Pages

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

FFY 2005 Illinois Capital Fund Bond Pool

P&E for Year Ending 12/31/2006

Capital Funds Program: Housing Authority of Joliet (IL024)

OMB Approval 2577-0157 (Exp. 3/31/2002)

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)	Funds Obligated (2)	Funds Expended (2)	
IL-006	**Main Water Booster Pump Upgrade**							
	Main Water Booster Pump Upgrade	**1460**	1 Bldgs	**$0.00**	**$0.00**	**$0.00**	**$0.00**	To Be Addressed in Future
IL-004, 5, 6	**Jet Flush Plumbing Systems**							
(including 400 Bluff)	Jet Flush Plumbing Systems (Soil Stack)	**1460**	6 Bldgs	**$0.00**	**$0.00**	**$0.00**	**$0.00**	To Be Addressed in Future
IL-004, 5, 6	**Cabinet/Handrail/Showerstall Mod**							
	Install Handrails in Hallways	**1460**	6 Bldgs	**$0.00**	**$0.00**	**$0.00**	**$0.00**	To Be Addressed in Future
	Shower Stall Improvements	**1460**	1 Bldg	**$0.00**	**$0.00**	**$0.00**	**$0.00**	To Be Addressed in Future
	New Kitchen Cabinets & Countertops	**1460**	6 Bldgs	**$0.00**	**$0.00**	**$0.00**	**$0.00**	To Be Addressed in Future
	Total 1460			**$6,333,771.26**	**$6,325,497.55**	**$6,325,497.55**	**$3,570,736.97**	
IL-005, 6	**Parking Lot & Sidewalk Improvements**							
	Parking Lot & Sidewalk Improvements	**1450**	2	**$201,675.00**	**$201,675.00**	**$201,675.00**	**$201,675.00**	Complete
	Total 1450			**$201,675.00**	**$201,675.00**	**$201,675.00**	**$201,675.00**	
	Total Cost - All Developments			**$6,774,170.34**	**$6,774,170.34**	**$6,774,170.34**	**$3,965,354.22**	**12/31/2006**
				Original	*Revised*	*Obligated*	*Expended*	

7A(4) Annual Reporting Requirement *(Performance & Evaluation Reports inserted)*

CAPITAL FUND PROGRAM TABLES START HERE

HOUSING AUTHORITY OF JOLIET

IL06-P024

P&E Report IL06-P024-50106

Annual Statement / Performance and Evaluation Report
Part I: Summary
Capital Funds Program (CFP)

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

OMB Approval 2577-0157 (Exp. 3/31/2002)

HA Name	Capital Funds Project Number	FFY of Approval
HOUSING AUTHORITY OF JOLIET (IL06-P024)	**IL06-P024-50106**	**7/1/2006**

[ ] Original Annual Statement [ ] Reserve for Disasters/Emergencies **[X] Revised Annual Statement/Revision Number 1**
[ ] Final Performance and Evaluation Report **[X] Performance and Evaluation Report for Program Year Ending 12/31/2006**

Line No.	Summary by Development Account		Total Estimated Cost		Total Actual Cost (2)	
			Original / Revision #1	Revised (2)	Obligated	Expended
1	Non-Capital Funds		$0.00	$0.00	$0.00	$0.00
2	**1406**	**Operations**	**$412,908.00**	**$412,908.00**	**$412,908.00**	**$0.00**
3	**1408**	**Management Improvements**	**$145,000.00**	**$290,205.02**	**$265,529.05**	**$85,014.00**
4	**1410**	**Administration**	**$250,885.00**	**$186,598.18**	**$186,598.18**	**$0.00**
5	1411	Audit	$0.00	$0.00	$0.00	$0.00
6	1415	Liquidated Damages	$0.00	$0.00	$0.00	$0.00
7	**1430**	**Fees and Costs**	**$5,000.00**	**$131,485.11**	**$130,675.75**	**$17,407.41**
8	1440	Site Acquisition	$0.00	$0.00	$0.00	$0.00
9	1450	Site Improvement	$0.00	$0.00	$0.00	$0.00
10	**1460**	**Dwelling Structures**	**$210,060.00**	**$199,976.27**	**$199,976.27**	**$0.00**
11	1465.1	Dwelling Equipment - Nonexpendable	$0.00	$0.00	$0.00	$0.00
12	1470	Nondwelling Structures	$0.00	$0.00	$0.00	$0.00
13	1475	Nondwelling Equipment	$0.00	$0.00	$0.00	$0.00
14	**1485**	**Demolition**	**$150,000.00**	**$16,260.39**	**$0.00**	**$0.00**
15	1490	Replacement Reserve	$0.00	$0.00	$0.00	$0.00
16	1492	Moving to Work Demonstration	$0.00	$0.00	$0.00	$0.00
17	**1495.1**	**Relocation Costs**	**$121,273.00**	**$57,693.03**	**$0.00**	**$0.00**
18	**1499**	**Mod Used for Development Activities**	**$100,000.00**	**$100,000.00**	**$100,000.00**	**$87,945.97**
19	**9001**	**Bond Debt Obligation**	**$540,687.00**	**$540,687.00**	**$540,687.00**	**$0.00**
20	1502	Contingency (may not exceed 8% of line 20)	$0.00	$0.00	$0.00	$0.00
21	**Amount of CFFP Proceeds (Sum of lines 2 - 19)**		**$1,935,813.00**	**$1,935,813.00**	**$1,836,374.25**	**$190,367.38**
22	Amount of line 21 Related to Abatement Activities		$0.00	$0.00	$0.00	$0.00
23	Amount of line 21 Related to Section 504 Compliance		$0.00	$0.00	$0.00	$0.00
24	Amount of line 21 Related to Security		$100,000.00	$90,000.00	$90,000.00	$0.00
25	Amount of line 21 Related to Energy Conservation Measures		$0.00	$0.00	$0.00	$0.00
26	Collateralization Expenses or Debt Service		$540,687.00	$540,687.00	$540,687.00	$0.00

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

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

Annual Statement / Performance and Evaluation Report
Part II: Supporting Pages

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

IL06-P024-50106
Housing Authority of Joliet

Capital Funds Program: IL06-P024-50106 ***Revision #1*** ***12/31/2006***

OMB Approval 2577-0157 (Exp. 3/31/2002)

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 (Revision #1)	Revised	Funds Obligated (2)	Funds Expended (2)	
PHA Wide	1406 Operations	1406	1	$412,908.00	$412,908.00	$412,908.00	$0.00	In Progress
PHA Wide	1408 Management Improvements							
	Resident Initiative Staff Salaries	1408	1	$45,000.00	$34,864.05	$34,864.05	$0.00	In Progress
	SLF Management Consultants		1	$0.00	$15,000.00	$15,000.00	$0.00	In Progress
	Liberty Meadow Estates Planning Costs		2	$0.00	$109,689.97	$85,014.00	$85,014.00	In Progress
	Video Surveillance System		2	$100,000.00	$130,651.00	$130,651.00	$0.00	In Progress
	Total Account 1408			$145,000.00	$290,205.02	$265,529.05	$85,014.00	
PHA Wide	1410 Administration	1410		$250,885.00	$186,598.18	$186,598.18	$0.00	In Progress
PHA Wide	1411 Audits	1411		$0.00	$0.00	$0.00	$0.00	
PHA Wide	1415 Liquidated Damages	1415		$0.00	$0.00	$0.00	$0.00	
IL06-P024-004	1430 Fees and Cost	1430						
	Misc. Fees & Costs			$5,000.00	$1,000.00	$190.64	$190.64	In Progress
	Liberty Meadow Estates A&E Fees		2	$0.00	$98,942.00	$98,942.00	$0.00	In Progress
	Supportive Living Facility Consultant / A&E Services		2	$0.00	$31,543.11	$31,543.11	$17,216.77	In Progress
	Total Account 1430			$5,000.00	$131,485.11	$130,675.75	$17,407.41	
PHA Wide	1440 SITE ACQUISITION	1440		$0.00	$0.00	$0.00	$0.00	
IL06-P024-004	1460 Dwelling Structures	1460						
	Rehabilitation - 400 N. Bluff Street		1	$210,060.00	$199,976.27	$199,976.27	$0.00	In Progress
	Total Account 1460			$210,060.00	$199,976.27	$199,976.27	$0.00	
PHA Wide	1485 DEMOLITION COSTS	1485	106	$150,000.00	$16,260.39	$0.00	$0.00	In Progress
IL06-P024-004	1495 RELOCATION COSTS	1495		$121,273.00	$57,693.03	$0.00	$0.00	In Progress
IL06-P024-003	1499 MOD USED FOR DEVELOPMENT	1499						
	Development Team fees/costs		4	$100,000.00	$100,000.00	$100,000.00	$87,945.97	In Progress
	Total Account 1499			$100,000.00	$100,000.00	$100,000.00	$87,945.97	
IL06-P024-004, 005, 006	Illinois Capital Fund Bond Pool - Debt Service	9001	1	$540,687.00	$540,687.00	$540,687.00	$0.00	In Progress
			GRANT TOTAL	$1,935,813.00	$1,935,813.00	$1,836,374.25	$190,367.38	

Annual Statement / Performance and Evaluation Report
Part III: Implementation Schedule

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

Housing Authority of Joliet

Capital Fund Program: IL06-P024-50106 ***Revision #1*** ***12/31/2006***

OMB Approval No. 2577-0157 (Exp. 3/31/2002)

Development Number / Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
IL06-P024-004 John O. Holmes Complex	9/30/2008			9/30/2009			
PHA-Wide Management Improvement Activities; Operations Contribution; Administrative Salaries	9/30/2008			9/30/2009			
IL24-001, 002 & 003 Murray Downey Homes, Van Horn Homes, Spring Bluff (aka Poole Gardens)	9/30/2008			9/30/2009			

To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

HOUSING AUTHORITY OF JOLIET

IL06-P024

P&E Report IL06-P024-50105

Annual Statement /
Performance and Evaluation Report
Part I: Summary
Capital Funds Program (CFP)

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

OMB Approval 2577-0157 (Exp. 3/31/2002)

HA Name	Capital Funds Project Number	FFY of Approval
HOUSING AUTHORITY OF JOLIET (IL06-P024)	**IL06-P024-50105**	**7/1/2005**

[ ] Original Annual Statement [ ] Reserve for Disasters/Emergencies [ ] Revised Annual Statement/Revision Number
[ ] Final Performance and Evaluation Report **[x] Performance and Evaluation Report for Program Year Ending 12/31/2006**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original Revision #1	Revised (2)	Obligated	Expended
1	Non-Capital Funds	$0.00	$0.00	$0.00	$0.00
2	**1406 Operations**	$290,547.87	$290,547.87	$290,547.87	$290,574.87
3	**1408 Management Improvements**	$74,700.00	$121,532.66	$121,532.66	$121,532.66
4	**1410 Administration**	$13,085.99	$13,085.99	$13,085.99	$0.00
5	1411 Audit	$0.00	$0.00	$0.00	$0.00
6	1415 Liquidated Damages	$0.00	$0.00	$0.00	$0.00
7	**1430 Fees and Costs**	$20,000.00	$176,646.34	$176,646.34	$174,771.55
8	1440 Site Acquisition	$0.00	$0.00	$0.00	$0.00
9	1450 Site Improvement	$0.00	$0.00	$0.00	$0.00
10	**1460 Dwelling Structures**	$1,046,663.00	$837,484.00	$837,484.00	$0.00
11	1465.1 Dwelling Equipment - Nonexpendable	$0.00	$0.00	$0.00	$0.00
12	1470 Nondwelling Structures	$0.00	$0.00	$0.00	$0.00
13	1475 Nondwelling Equipment	$0.00	$0.00	$0.00	$0.00
14	1485 Demolition	$0.00	$0.00	$0.00	$0.00
15	1490 Replacement Reserve	$0.00	$0.00	$0.00	$0.00
16	1492 Moving to Work Demonstration	$0.00	$0.00	$0.00	$0.00
17	**1495.1 Relocation Costs**	$12,000.00	$17,700.00	$17,700.00	$15,729.29
18	**1499 Mod Used for Development Activities**	$68,923.00	$68,923.00	$68,923.00	$68,923.00
19	**9001 Bond Debt Obligation**	$538,620.14	$538,620.14	$538,620.14	$0.00
20	1502 Contingency (may not exceed 8% of line 20)	$0.00	$0.00	$0.00	$0.00
21	**Amount of CFFP Proceeds (Sum of lines 2 - 19)**	$2,064,540.00	$2,064,540.00	$2,064,540.00	$671,531.37
22	Amount of line 21 Related to LBP Activities	$0.00	$0.00	$0.00	$0.00
23	Amount of line 21 Related to Section 504 Compliance	$0.00	$0.00	$0.00	$0.00
24	Amount of line 21 Related to Security	$42,000.00	$54,122.60	$54,122.60	$54,122.60
25	Amount of line 21 Related to Energy Conservation Measures	$0.00	$0.00	$0.00	$0.00
26	Collateralization Expenses or Debt Service	$538,620.14	$538,620.14	$538,620.14	$0.00

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

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

Annual Statement / Performance and Evaluation Report
Part II: Supporting Pages
Capital Funds Program: IL06-P024-50105

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

IL06-P024-50105
Housing Authority of Joliet

OMB Approval 2577-0157 (Exp. 3/31/2002)

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 (Revision #1)	Revised	Funds Obligated (2)	Funds Expended (2)	
PHA Wide	1406 Operations	1406	1	$290,547.87	$290,547.87	$290,547.87	$290,547.87	Complete
PHA Wide	1408 Management Improvements							
	Neighborhood Oriented Policing	1408	3	$42,000.00	$54,122.60	$54,122.60	$54,122.60	Complete
	Resident Initiative Staff Salaries		2	$0.00	$0.00	$0.00	$0.00	Omitted
	Project Based Mgmt Consultants		1	$32,700.00	$32,700.00	$32,700.00	$32,700.00	Complete
	Emergency Maintenance		1	$0.00	$3,804.00	$3,804.00	$3,804.00	Complete
	Owners Representative Consultants		2	$0.00	$28,868.50	$28,868.50	$28,868.50	Complete
	Supportive Living Facility Feasibility		1	$0.00	$2,037.56	$2,037.56	$2,037.56	Complete
	Total Account 1408			$74,700.00	$121,532.66	$121,532.66	$121,532.66	
PHA Wide	1410 Administration	1410		$13,085.99	$13,085.99	$13,085.99	$0.00	In Progress
PHA Wide	1411 Audits	1411		$0.00	$0.00	$0.00	$0.00	
PHA Wide	1415 Liquidated Damages	1415		$0.00	$0.00	$0.00	$0.00	
	1430 Fees and Cost							
	Misc. Fees & Costs	1430	8	$0.00	$968.80	$968.80	$968.80	Complete
IL06-P024-004	Briggs-Rosalind A&E / Master Planner		2	$0.00	$78,836.00	$78,836.00	$78,836.00	Complete
	Supportive Living Facility Consultant / A&E Services		2	$20,000.00	$96,841.54	$96,841.54	$94,966.75	In Progress
	Total Account 1430			$20,000.00	$176,646.34	$176,646.34	$174,771.55	
PHA Wide	1440 SITE ACQUISITION	1440		$0.00	$0.00	$0.00	$0.00	
	1460 Dwelling Structures	1460						
IL06-P024-004	400 N. Bluff Street Comprehensive Rehab		1	$1,046,663.00	$837,484.00	$837,484.00	$0.00	In Progress
	Total Account 1460			$1,046,663.00	$837,484.00	$837,484.00	$0.00	
PHA Wide	1490 REPLACEMENT RESERVE	1490		$0.00	$0.00	$0.00	$0.00	
IL06-P024-004	1495 RELOCATION COSTS	1495		$12,000.00	$17,700.00	$17,700.00	$15,729.29	In Progress
IL06-P024-003	1499 MOD USED FOR DEVELOPMENT	1499						
	Development Team Consultants		3	$68,923.00	$68,923.00	$68,923.00	$68,923.00	Complete
	Total Account 1499			$68,923.00	$68,923.00	$68,923.00	$68,923.00	
IL06-P024-004, 005, 006	Illinois Capital Fund Bond Pool - Debt Service	9001	1	$538,620.14	$538,620.14	$538,620.14	$0.00	In Progress
		GRANT TOTAL		$2,064,540.00	$2,064,540.00	$2,064,540.00	$671,504.37	

Annual Sta. ent /
Performance and Evaluation Report
Part II: Supporting Pages
Capital Funds Program: IL06-P024-50105

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

IL06-P024-50105
Housing Authority of Joliet

OMB Approval 2577-0157 (Exp. 3/31/2002)

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 (Revision #1)	Revised	Funds Obligated (2)	Funds Expended (2)	
PHA Wide	1406 Operations	1406	1	$290,547.87	$290,547.87	$290,547.87	$290,547.87	Complete
PHA Wide	1408 Management Improvements							
	Neighborhood Oriented Policing	1408	3	$42,000.00	$54,122.60	$54,122.60	$54,122.60	Complete
	Resident Initiative Staff Salaries		2	$0.00	$0.00	$0.00	$0.00	Omitted
	Project Based Mgmt Consultants		1	$32,700.00	$32,700.00	$32,700.00	$32,700.00	Complete
	Emergency Maintenance		1	$0.00	$3,804.00	$3,804.00	$3,804.00	Complete
	Owners Representative Consultants		2	$0.00	$28,868.50	$28,868.50	$28,868.50	Complete
	Supportive Living Facility Feasibility		1	$0.00	$2,037.56	$2,037.56	$2,037.56	Complete
	Total Account 1408			$74,700.00	$121,532.66	$121,532.66	$121,532.66	
PHA Wide	1410 Administration	1410		$13,085.99	$13,085.99	$13,085.99	$0.00	In Progress
PHA Wide	1411 Audits	1411		$0.00	$0.00	$0.00	$0.00	
PHA Wide	1415 Liquidated Damages	1415		$0.00	$0.00	$0.00	$0.00	
	1430 Fees and Cost							
	Misc. Fees & Costs	1430	8	$0.00	$968.80	$968.80	$968.80	Complete
IL06-P024-004	Briggs-Rosalind A&E / Master Planner		2	$0.00	$78,836.00	$78,836.00	$78,836.00	Complete
	Supportive Living Facility Consultant / A&E Services		2	$20,000.00	$96,841.54	$96,841.54	$94,966.75	In Progress
	Total Account 1430			$20,000.00	$176,646.34	$176,646.34	$174,771.55	
PHA Wide	1440 SITE ACQUISITION	1440		$0.00	$0.00	$0.00	$0.00	
	1460 Dwelling Structures	1460						
IL06-P024-004	Conversion of 400 N. Bluff Street to Supportive Living Facility		1	$1,046,663.00	$837,484.00	$837,484.00	$0.00	In Progress
	Total Account 1460			$1,046,663.00	$837,484.00	$837,484.00	$0.00	
PHA Wide	1490 REPLACEMENT RESERVE	1490		$0.00	$0.00	$0.00	$0.00	
IL06-P024-004	1495 RELOCATION COSTS	1495		$12,000.00	$17,700.00	$17,700.00	$15,729.29	In Progress
	1499 MOD USED FOR DEVELOPMENT	1499						
IL06-P024-003	Development Team Consultants		3	$68,923.00	$68,923.00	$68,923.00	$68,923.00	Complete
	Total Account 1499			$68,923.00	$68,923.00	$68,923.00	$68,923.00	
IL06-P024-004, 005, 006	Illinois Capital Fund Bond Pool - Debt Service	9001	1	$538,620.14	$538,620.14	$538,620.14	$0.00	In Progress
			GRANT TOTAL	$2,064,540.00	$2,064,540.00	$2,064,540.00	$671,504.37	

Annual Statement / Performance and Evaluation Report
Part III: Implementation Schedule

Capital Fund Program: IL06-P024-50105

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

Housing Authority of Joliet

OMB Approval No. 2577-0157 (Exp. 3/31/2002)

Development Number / Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
IL06-P024-004 John O. Holmes Complex	8/17/2007		12/31/2005	8/17/2009			
PHA-Wide Management Improvement Activities; Operations Contribution; Administrative Salaries	8/17/2007		1/31/2006	8/17/2009			
Security through Neighborhood Oriented Policing Program	8/17/2007		12/31/2005	8/17/2009		1/31/2006	

To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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

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

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

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

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

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

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

See Targeting Redevelopment Statement – next page

☐ 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:

HOUSING AUTHORITY OF JOLIET
IL06-P024

Targeting Redevelopment Statement

The Authority has targeted 396 family housing units identified by three (3) project numbers for demolition and redevelopment.

Our goal is to demolish and redevelop the 396 family dwelling units located within IL06-P024-001, IL06-P024-002, and a portion of IL06-P024-003, as delineated below:

Project No.	Year Built	No. of Units	No. of Bldgs.	Name and Location
IL06-P024-001	1959	76	13	**Murray Downey Homes** Family Housing Desplaines, Wallace, York, & Marion Streets
IL06-P024-002	1954	46	9	**Van Horn Homes** Family Housing Water Street
IL06-P024-003	1966	106	25	**Springbluff Homes** Family Housing McKay Street and Garland Court
IL06-P024-003	1966	168	40	**Fairview Homes** Family Housing Englewood, Fairmount, Juniper, Rosalind, Cardinal, and Robin Streets

The above-listed units are distressed, as determined by Borrell Technology Incorporated (BTI) in the Authority's 2000 Asset Management Plan; in a 2003 HOPE VI Feasibility Study performed by Gilmore Kean, LLC; and in the 2004 Physical Needs Assessment completed by Architectural Consulting Group, LLC. Said 396 units do not meet HOPE VI scoring criteria nor do they meet Mandatory Conversion requirements, pursuant to 24 CFR Part 971; however, the Authority has exercised it discretionary authority to demolish and redevelop said sites into mixed-income communities.

It is the philosophy and the desire of the Housing Authority of Joliet's Board of Commissioners, as well as that of the City of Joliet, to ensure the success and viability of the Authority's assets. That being said, **before** any residents are relocated and **before** any units are demolished, financing must be in place for the redevelopment project. Demolition will only occur when financing is secured. If no financing, then we will shift our focus from redevelopment to maintaining the 396 dwelling units and addressing the health and safety, energy efficiency, and cosmetic needs identified within the Physical Needs Assessment with on-going Capital Funds.

The Housing Authority of Joliet has targeted its Springbluff Homes (aka Poole Gardens) family housing site as **first** to be **"transformed"** into a mixed-income community. Springbluff, together with the adjacent vacant land the HAJ purchased in 2005, will become a Joliet community of choice, offering single family and duplex homes to families of all incomes who qualify for the Authority's lease-to-own program.

On April 3, 2006, the Housing Authority of Joliet Development Team submitted a 9% Low-Income Housing Tax Credit application to the Illinois Housing Development Authority for the project and has

received commitments for both state donation credits and low-income housing tax credits. A September, 2007 closing is anticipated, pending HUD approvals.

Liberty Meadow Estates – Phase One
Mixed-Income Community
Overview

The **Sponsor** of Liberty Meadows mix income residential development is the **Housing Authority of Joliet ("HAJ")**. The HAJ developed the concept, organized the development team and solicited and procured municipal support for the project. Upon satisfactory achievement of these goals, the HAJ created a limited liability Corporation and a non-profit member to serve as the Developer of the project.

The **Developer** of the project is "Briggs-Rosalind Development LLC". The LLC has two non-profit members: Will County Housing Development Corporation and Forest Park Community Center, Inc. The developer was created to: 1) attract public and private financing for the development; 2) secure all local and state approvals for construction; 3) ensure that the development of the site results in the creation of an affordable housing community that provides decent safe affordable quality residence for families and persons of mixed income. Urban Financial Services has been contracted to act as co-developer / developer / financial advisor.

The **Development Team** (Alliant Financial the Limited Partner, Briggs-Rosalind Development LLC, Housing Authority of Joliet, Urban Financial Services, Mahoney, Silverman, & Cross, Ltd., Goody Clancy Master Planners, Bruce Schiff Tax Credit Accountant, Carlson Brothers General Contractors, Geotech Civil Engineering, Royster Group Property Management, and Greenberg Traurig Tax Credit Attorneys) has developed a Master Plan for the development of approximately 188 Mixed-Income Housing units (128 lots) on approximately 63 acres [51.08 acre Briggs and Rosalind site (vacant parcel the Authority purchased in 2005) and 12.9 acre Poole Gardens Housing Development site] – Liberty Meadow Estates. Construction and financing are both expected to occur over three (3) phases.

Phase One, located on approximately 30.71 acres of the 63 acre site, will consist of 74 lease-to-own units: 63 LIHTC single family/duplex mixed income lease-to-own units, 11 market-rate single family/duplex lease-to-own units; and 14 For-Sale Lots to be developed by a third party. Construction is anticipated to begin in the Fall of 2007 and should be complete before December, 2008. Financing for Phase One, in the amount of $18,313,689 is anticipating a September, 2007 closing.

Phase Two (Transformation of Spring Bluff Homes) is anticipated to run concurrently with Phase One and shall consist of approximately 60 lease-to-own units. Demolition / Disposition of the *existing 106 Public Housing units at the Poole Gardens site* has been approved, relocation is nearly complete, and pre-demolition work has already begun. Subject to financing approvals, construction would begin no later than Summer, 2008.

Phase Three would then be anticipated for Spring, 2009 and is projected to consist of approximately 30 LIHTC single family/duplex mixed-income lease-to-own units.

The master plan for the Briggs and Rosalind Site and the Springbluff (AKA Poole Gardens) Site (Liberty Meadow Estates) was developed over a six month period with the input of various stakeholders, including; the Joliet Housing Authority staff, residents of Springbluff (AKA Poole Gardens), County representatives, the City of Joliet, Commissioners and numerous others. The master plan creates a series of new "grid-like" streets and parks that will ultimately weave together these two sites into one seamless sub-division. More specifically, the master plan includes a series of phases that will include approximately 188 new residential units on 128 lots which will include a mix of duplex and single family homes, creatively spread throughout the entire site to integrate the units and not segregate them into

clusters. Based on meetings with Community Stakeholders, we believe this Plan serves the best interest of our Community.

Each unit will have its own front and rear yard. Duplex units that are located at a street corner will be designed to give each unit a unique street address and its own front and rear yard as well. A Community Association will be established and covenants designed to maintain the marketability of the community will be in place within all lease agreements or purchase contracts.

The master plan also includes a new 3,000 square foot community building, strategically located at the edge of the existing Forest Park to maximize the programming opportunities between the Park Districts land and the new Liberty Meadow Estates (Briggs-Rosalind) Site. The community building will be built as part of Phase One and will include space for an on-site management office, fitness / recreation room, resident meeting / activities room, and maintenance storage. Management responsibilities will be assumed by the Housing Authority of Joliet in partnership with Royster Property Management Services, Inc. – the tax credit compliance agent.

Finally, the plan is organized around a series of open spaces including "linear parks" and "pocket parks" containing playground areas, tot-lots and amenities for people of all ages. The master plan has over 5.5 acres of open spaces, which dramatically exceeds the existing zoning requirements. The open spaces are designed to have the maximum amount of visual surveillance by lining them with houses that front each park. This design feature for security is applied to the neighboring park to the west (Forest Park) by lining it with a public right of way and new homes as well. This design feature was well received with the Parks District as they too are looking to advance security for their parks through visual surveillance methods.

C. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name: **Spring Bluff Homes (AKA Poole Gardens)** 1b. Development (project) number: **IL06-P024-003 (1 of 3 scattered sites)**
2. Activity type: Demolition ☒ Disposition ☒
3. Application status (select one) Approved ☒ Submitted, pending approval ☐ Planned application ☐
4. Date application approved, submitted, or planned for submission: **HUD Approved May 3, 2007**
5. Number of units affected: **106** 6. Coverage of action (select one) ☒ Part of the development – **Spring Bluff Homes Only = 106 units and 12.88 acres** ☐ Total development
7. Timeline for activity: a. Actual or projected start date of activity: **August, 2007 – depending on relocation** b. Projected end date of activity: **Prior to December, 2007**

ALSO - See Section 18 J for Springbluff Homes Relocation Plan.

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name: **John O. Holmes Complex** 1b. Development (project) number: **IL024-004**
2. Designation type: Occupancy by only the elderly ☒ **Supportive Living Facility** Occupancy by families with disabilities ☐ Occupancy by only elderly families and families with disabilities ☐
3. Application status (select one) Approved; included in the PHA's Designation Plan ☐ Submitted, pending approval ☒ Planned application ☐
4. Date this designation approved, **submitted,** or planned for submission: **March 6, 2007 and is pending HUD Headquarters' Approval.**
5. If approved, will this designation constitute a (select one) ☒ New Designation Plan ☐ Revision of a previously-approved Designation Plan?
6. Number of units affected: **49** 7. Coverage of action (select one) ☒ Part of the development **400 N. Bluff Street only** ☐ Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Initial Assessment for Mandatory Conversion

As described in 24 CFR Part 971.3 and 24 CFR Part 972, the following initial assessments have been made regarding the Housing Authority of Joliet public housing stock as it relates to both mandatory conversion and voluntary conversion.

1. The development is subject to required conversion under 24 CFR part 971 :

Standards to follow for identifying developments subject to section 202's requirement for the removal from public housing inventory:

Initial Assessment for Mandatory Conversion:

a. Be on same or contiguous sites:

All of IL24-001 Murray/Downey Homes – 76 family dwelling units - contiguous

All of IL24-002 VanHorne Homes – 46 family dwelling units - same

Part of IL24-003 – Desplaines Gardens – 12 family dwelling units and - contiguous
28 elderly dwelling units
- Fairview Homes – 168 family dwelling units – not contiguous
- Spring Bluff Homes – 106 family dwelling units – not contiguous

All of IL24-004 – John O. Holmes Complex – 174 elderly/disabled dwelling units - same

All of IL24-005 – Riverside Center – 139 elderly/disabled dwelling units - same

All of IL24-006 – John Kennedy Terrace – 173 elderly/disabled dwelling units – not contiguous
& Adlai Stevenson Terrace – 177 elderly/disabled dwelling units

b. Total more than 300 dwelling units:

None of the above total more than 300 dwelling units.

c. Vacancy Rate of at least 10% for dwelling units not in funded, on-schedule modernization:

None of the above has a vacancy rate of more than 10%.

It is the HAJ's initial assessment that based on the above, none of our housing stock qualifies for mandatory conversion.

2. The development is the subject of an application for demo or dispo that has not been disapproved by HUD.
N/A

3. The development has been awarded a HOPE VI revitalization grant.

N/A

4. The development is designated for occupancy by the elderly/disabled.

IL24-004 John O. Holmes
IL24-005 Riverside Center
IL24-006 John F. Kennedy Bldg. and Adlai Stevenson Bldg.

Not Subject to Conversion due to elderly/disabled designation.

B. Voluntary Conversions: As stated in Notice PIH 2001-26, beginning with FY 2002, all PHAs must address the following questions about their Required Initial Assessments and include the information as a required attachment to the PHA Plan.

A PHA must certify that it has reviewed each covered development's operations as public housing; considered the implications of converting the public housing to tenant-based assistance; and concluded that the conversion of the development may be: (i) appropriate because removal of the development would meet the necessary conditions for voluntary conversion; or (ii) inappropriate because removal of the development would not meet the necessary conditions for voluntary conversion.

1. How many of the PHA's developments are subject to the Required Initial Assessments?

   Three (3) developments are subject to the Assessment: IL24-001 Murray Downey Homes
   IL24-002 VanHorne Homes
   IL24-003 Scattered Family Sites

2. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)?

   Three (3) developments ***are not*** subject to the Assessment due to elderly/disabled classification. IL24-004 John O. Holmes Complex
   IL24-005 Riverside Center
   IL24-006 Scattered Senior Sites

3. How many Assessments were conducted for the PHA's covered developments?

   The Housing Authority of Joliet has conducted one (1) Initial Assessment of each family development.

   April, 2006: The Housing Authority of Joliet is in the process of re-evaluating each development to determine the feasibility of voluntary conversion.

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

Development Name	Number of Units
NONE AT THIS TIME	-0-

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

See Section 8 Homeownership Capacity Statement, component 18 E.

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 Section 8 Homeownership Capacity Statement, component 18 E.

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]
Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? **04/01/95**

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

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

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	**Required Number of Participants (start of FY 2000 Estimate)**	**Actual Number of Participants (As of: DD/MM/YY)**
Public Housing		
Section 8		

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

The HAJ does not administer a Family Self-Sufficiency program.

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 re-examination.
☐ 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

Housing Authority of Joliet
Community Service Requirement Statement

The Quality Housing and Work Responsibility Act of 1998 mandates the Housing Authority of Joliet to require that all adults living in public housing contribute 8 hours of community service (not including political activities) per month within the community in which the adult resides; or participate in an economic self-sufficiency program for 8 hours per month; or perform/participate in 8 hours of combined community service and economic self-sufficiency activities/programs.

Exempt from the community service requirement is any adult who:

- Is 62 years of age or older;
- Is an individual with a disability, as defined under section 216[i][l] or 1614 of the Social Security Act, and who is unable to comply with this section, or is a primary caretaker of an individual;
- Is an individual engaged in a work activity as defined in section 407[d] of the Social Security Act;
- Is an individual that is exempted from having to engage in a work activity under the State program funded under Part A of Title IV of the Social Security Act, or under any other welfare program of the State in which the public housing agency is located, including a State-administered welfare-to-work program;
- Is in a family receiving assistance under a State program funded under Part A of Title IV of the Social Security Act, or under any other welfare program of the State in which the public housing agency is located, including a State-administered welfare-to-work program, and has not been found by the State or other administering entity to be in noncompliance with such program.

For purposes of satisfying the community service requirement, participating in an economic self-sufficiency program is also defined as participating in a Family Self-Sufficiency Program and being current in the steps outlined in the Individual Training and Services Plan; participating in the Housing Authority of Joliet's Step-Up Employment and Training Program and being current in the steps outlined within the Training and Services Plan; participating in an educational or vocational training program designed to lead to employment; improving the physical environment of the resident's development; volunteer work with a local school, hospital, child care center, homeless shelter, or other community service organization; working with area youth organizations; working with local neighborhood groups on special projects; raising young (pre-school) children at home where a spouse is working; participation in programs that develop and strengthen resident self-responsibility such as drug and alcohol abuse counseling and treatment, household finance/budgeting, credit counseling, English language proficiency; or other activities approved by the PHA on a case-by-case basis.

The Housing Authority shall provide all adult residents with a brochure listing of local agencies and organizations that offer community service and volunteer opportunities. It is the personal responsibility of all adult household members who are required to comply with the community service requirement to locate an agency or organization and to comply with the community service requirement. It shall be the responsibility of the Housing Authority to annually verify resident compliance with this community service requirement.

The Housing Authority shall ensure that all community service programs are accessible for persons with disabilities. The Housing Authority shall also ensure that the conditions under which the work is to be performed are not hazardous; the work is not labor that would be performed by the Housing Authority's employees responsible for essential maintenance and property services; or the work is not otherwise unacceptable.

The Housing Authority shall review resident compliance with the community service requirement 30 days before the expiration of each lease term. All activities undertaken by the resident to comply with the requirement shall require a certification letter from the organization/agency where the service/activity was performed.

If the Housing Authority determines that a household is not in compliance with the community service requirement, the Housing Authority may not renew or extend a the household's lease upon expiration of the lease term and shall initiate action to terminate the tenancy of the household, unless the Housing Authority enters into an agreement with the household, prior to the expiration of the lease term. The agreement shall provide an opportunity for a household to cure noncompliance with the community service requirement, by allowing the non-compliant resident to participate in economic self-sufficiency programs or by contributing hours of community services for as many additional hours as the resident needs in order to fully comply in the aggregate with the community service requirement over the 12-month term of the lease.

The Housing Authority shall not renew or extend a lease or provide any new lease for a dwelling unit to any household that includes an adult member subject to the community service requirement and who failed to comply with it.

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]
Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

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

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

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

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

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

3. Which developments are most affected?

IL24-001, Il24-002, IL24-003, IL24-004, IL24-005, and IL24-006

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

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

- ☒ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☒ Crime Prevention through Environmental Design
- ☒ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☒ Other (describe below) Hiring of one (1) full-time and two (2) part-time security guards to monitor senior/disabled housing developments and Fairview Homes through a camera surveillance system (Spring, 2007).

2. Which developments are most affected?
   All developments

C. Coordination between PHA and the police

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

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

2. Which developments are most affected?
   IL24-001, Il24-002, IL24-003, IL24-004, IL24-005, and IL24-006

D. Additional information as required by PHDEP/PHDEP Plan

With the signing of the 2002 HUD/VA Appropriations Act, drug elimination grants for low-income housing are not funded as a separate set aside through the PHDEP account. With respect to the PHA Plan, for the FY2002 Plan cycle, PHAs will no longer be required to complete Subcomponent 13D of the Annual Plan or the PHDEP template. With the exception of high performers and small PHAs, housing authorities must complete Subcomponents 13A-C of the Plan.

No longer Required

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

Housing Authority of Joliet
Pet Policy Statement

The Housing Authority allows tenants to own one type of a common household pet, defined as a dog, cat, bird, fish, or turtle. Weight limitations, a spay/neuter requirement, State license requirements, and inoculation requirements are placed on the owner of a dog or cat. Households must first register a pet and pay a refundable pet deposit to the Housing Authority prior to bringing the animal on the premises. Number and enclosure requirements are placed on owners of fish and turtles.

The Housing Authority shall refuse to register a pet if (1) the pet is not a common household pet as defined within the Pet Policy; (2) keeping the pet would violate any established House Pet Rules; (3) the pet owner fails to provide complete pet registration information, or fails to update their registration annually with the Housing Authority; and/or (4) the Housing Authority reasonably determines that the pet owner is unable to keep the pet in compliance with the Pet Policy or lease obligations.

A temporary visiting pet is considered by the Housing Authority as a common household pet not owned by a tenant that is brought onto the premises. A temporary visiting pet is prohibited on Housing Authority property and subjects the tenant household to termination of tenancy. Housing Authority tenants are prohibited from feeding or harboring stray animals.

Pets are not permitted in common areas including building lobbies, community rooms, community centers, playground areas, common outdoor green/recreation spaces, office spaces and laundry facilities except for those common areas which are designated entrances and exits to and from a building. Pets are not to roam free in highrise buildings or on Housing Authority property nor are pets to be exercised in hallways, stairways or lobby areas. An area of each housing development's grounds is designated as the area in which to exercise animals and to permit dogs to relieve themselves of bodily wastes. Tenants are responsible for the proper removal and disposal of all bodily waste originating from their pet. Pet owners must agree to control the noise of pets so that such noise does not constitute a nuisance to other tenants or interrupt their peaceful enjoyment of their housing unit or premises.

Pet owners shall not alter the dwelling unit, patio, storage shed or any structure on the PHA premises or common area to create an enclosure for any animal, or create or provide any outside shelter or enclosure for any animal on the premises. This includes the building, construction and purchase of any outside dog "house/shelter" on the premises. The installation of a pet door is prohibited. Any tenant alteration to the dwelling unit is considered a violation of the Lease.

The Pet Policy shall be incorporated by reference into the Lease and must be signed by the tenant. The household must adhere to all requirements contained within the Pet Policy. Violation of the Pet Policy shall be grounds for the removal of the pet and/or tenancy termination. If the pet is removed as a result of any aggressive act on the part of the pet, the pet will not be allowed back on the premises.

Pet Policy rules will not be applied to animals that assist persons with disabilities. Pet owners shall be required to qualify animals that assist persons with disabilities for exclusion from the Pet Policy. To be excluded, the pet owner must certify: (1) a person with disabilities resides within the household; (2) the animal has been trained to assist with the specified disability; and (3) the animal actually assists the person with the disability.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

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

3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the optional Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

18A. Resident Advisory Board Recommendations

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

☐ Attached at Attachment

☒ Provided below:

Resident Advisory Board Meeting - April 5, 2007, 10:00am:

Three (3) of the six (6) Resident Advisory Board Members were in attendance, along with four (4) other Housing Authority residents and seven (7) staff members.

Only one (1) question was asked:

- **Are there enough landlords in the area willing to house the families who are being relocated from Spring Bluff Homes?**

  Housing Authority Staff responded that currently we have identified 200 units that area landlords are willing to make available for those families.

Public Hearing – April 12, 2007, 5:00pm:

One person attended (in addition to Staff) – no comments / questions.

3. In what manner did the PHA address those comments? (select all that apply)

☒ Considered comments, but determined that no significant changes to the PHA Plan were necessary.

☐ The PHA changed portions of the PHA Plan in response to comments

4. Membership:

RESIDENT ADVISORY BOARD

Originally, on November 29, 2000, the Housing Authority of Joliet submitted correspondence to each Public Housing and Section 8 Housing Program Resident inviting them to submit a resume for the Resident Advisory Board. By the deadline date of December 15, 2000, eight (8) persons had submitted letters of interest and resumes. All eight (8) candidates were recommended for Resident Advisory Board membership. The Presidents of each Resident Council were also invited to become members of the Resident Advisory Board. A total of thirteen (13) residents were, therefore, included as the original Resident Advisory Board members. The Board of Commissioners approved the Resident Advisory Board members on March 15, 2001.

Only seven (7) of the original thirteen (13) Resident Advisory Board members displayed interest in participating of the Resident Advisory Board. These Resident Advisory Board members had their terms renewed by the Board of Commissioners on February 11, 2003. In 2005, the Housing Authority solicited members for the Resident Advisory Board (RAB) and five (5) residents and/or Program participants became members of the RAB; however, only one (1) member participated. In 2006, we utilized all Resident Officers / Liaisons for the process.

For the 2007 Resident Advisory Board, the Authority submitted correspondence to Public Housing and Section 8 Housing Program participants inviting them to submit a resume and/or letter of interest for the Resident Advisory Board which resulted in the following Resident Advisory Board Membership:

Name	Address	Program
*Veda Cummins	VanHorne Homes	Public Housing
*Paula Chavez	Desplaines Gardens	Public Housing
*Annie Daugherty	Murphy Building	Public Housing
*Mike Briese	Murphy Building	Public Housing
*George (Jerry) Stein	Kennedy Terrace	Public Housing
*Karen Williams	Stevenson Gardens	Public Housing

18B. Description of Election process for Residents on the PHA Board

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

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

5. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
☐ Representatives of all PHA resident and assisted family organizations
☒ Other: Candidates submitted letters to the Mayor of Joliet's Office for review. The Mayor interviewed and appointed one (1) Resident as a Board Member. That appointment was approved by the Joliet City Council.

RESIDENT MEMBERSHIP OF THE PHA GOVERNING BOARD PROCESS

1. Mayor Arthur Schultz submitted correspondence to Public Housing Resident Councils inviting them to submit resumes to be considered as a Resident Commissioner.

2. The Mayor's Office received four (4) resumes; reviewed resumes; interviewed candidates; and then appointed Ms. Ann Hanus.

3. That appointment was approved by the Joliet City Council on January 3, 2001 for a term to expire January 3, 2003. Ms. Hanus is a Senior Citizen resident at our Stryker High-rise Building who has served as President of High Neighbors Social Club and Building Liaison.

4. Ms. Hanus resigned from the Board of Commissioners on December 1, 2001.

5. The Mayor appointed Carmon Governale to the Housing Authority Board of Commissioners on June 4, 2002. Mr. Governale is a Senior Citizen resident of our John F. Kennedy Building and has been since 1995. Mr. Governale's first Board Meeting was held June 11, 2002.

6. Mr. Governale served on the Board until November, 2004, resigning due to health concerns.

7. As of this date, a replacement for Mr. Governale has not yet been appointed.

18C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: **City of Joliet, Illinois**

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

☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan.

☐ Other: (list below)

2. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments:

The City of Joliet proposes to utilize its annual HUD entitlement to address its jurisdictional priority needs of Affordable Housing; Elimination of Slum and Blight; and Public Service. Federal funds will be used to leverage private sector funds. The information contained in the Consolidated Plan (2005 – 2010) demonstrates the critical need for safe, decent, and affordable housing; especially for existing and first-time homeowners.

18D. Other Information Required by HUD Use this section to provide any additional information requested by HUD.

1. **The Housing Authority of Joliet adopts the definition of "significant amendment" and "substantial deviation/modification" as provided in Notice PIH-99-51:**

   To be a significant amendment or substantial deviation/modification of the Agency Plan, one (1) or more of the following criteria must occur:

   - Changes to rent or admissions policies or organization of the waiting list;
   - Additions of non-emergency work items (items not included in the current Annual Statement of Five-year Action Plan) or change in the use of replacement reserve funds under the Capital Fund; and
   - Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

2. **The Housing Authority of Joliet shall also pursue the development, implementation and operation of the following programs:**

- Establishment of wholly owned or controlled subsidy to purchase Private Sector Housing to rent or sell to the HAJ under the Section 8 or Public Housing Programs.

- Pursue non-HUD funding (loans, bonds, etc.) by granting a security interest in the development to modernize and upgrade Senior Citizen High-rises to make them more marketable and competitive with newly constructed senior facilities.

- Establishment of wholly owned or controlled subsidiary to construct and/or rehabilitate housing for sale to low-income families.

- Establish a Partnership for the Development of a Supportive Living Facility

- Establish partnership to own, operate and/or assist in the development of mixed-finance and mixed-income developments.

18E. Section 8 Homeownership Capacity Statement

The Housing Authority of Joliet provides a Homeownership Program to help low-income families become homeowners. The program hired a Homeownership Program Specialist on February 12, 2003. The program utilizes the following participation criteria:

Any active and qualified Section 8 Housing Choice Voucher Program family may be considered for participation in the program.

Under the Homeownership Program, families may choose a single-family unit, townhouse, condo, or one side of a duplex for purchase anywhere within Will County. Families will receive financial assistance with their homeownership expenses (mortgage payments) for up to fifteen (15) years. There is no assistance time limitation for elderly or disabled individuals or families.

Should the Housing Assistant Payment (HAP) be more than the mortgage payment, the overage will be sent to the lender and applied as additional escrow funds. The homeowner will sign an agreement to this effect.

Who is eligible to apply?

- Individuals must currently reside within Will County and be in possession of a valid Housing Choice Voucher.
- Individuals must be a first-time homebuyer, a displaced homeowner, or not have owned their own home within the immediate past three (3) year period.
- Individuals must maintain continuous and uninterrupted full-time employment during the past one (1) year period.
- Households must maintain a minimum annual income of at least $10,300; households classified as elderly and/or disabled must maintain a minimum annual income limit of at least $7,476.
- Households must be able to make a minimum contribution of one (1%) percent of the purchase price toward the down payment from personal resources. The total down payment required for the program is three (3%) percent.
- Households must complete a 12-hour educational course in homeownership before the purchase of the home and 6 hours after the purchase of the home, with additional follow-up of family counseling sessions up to one year. The pre- and post purchase programs are provided through the Housing Authority of Joliet.
- Households must be credit qualified and able to obtain mortgage financing; and Households must be willing to obtain and pay for a home/property inspection by an independent professional building inspector.

The Housing Authority of Joliet will work in cooperation with the City of Joliet's Community Development Department's First Time Home Buyers Program; the Illinois Housing Development Authority (IHDA); the Will County Community Development Department's First Time Home Buyers Program; and various community financial/social institutions to develop and implement a comprehensive Section 8 Homeownership Program.

As of December 31, 2006, the Housing Authority of Joliet had eleven (11) participant families who are homeowners in the Section 8 Housing Choice Voucher Program Homeownership Program and two (2) families who are actively searching for a home to purchase.

18F. Supportive Living Facility Strategy

The Housing Authority of Joliet received approval of its plan to for its 49-unit 400 N. Bluff Street Building (one of seven buildings within IL06-P024-004) to become a 45-unit (public housing) Supportive Living Facility and has been approved for Medicaid waivers through the Illinois Bureau of Long Term Care, Department of Public Aid, pending facility compliance. The State of Illinois has mandated the Facility must be operational by August 27, 2007.

The HAJ Supportive Living Facility will enable our frail and aging elderly to live independently for a longer period of time. This will also enable us to provide a limited commodity to frail, low-income seniors who, without access to ***affordable*** assisted / supportive living, may be forced to move into a nursing home prematurely.

A contract for substantial rehabilitation of the Supportive Living Facility was approved by the Authority Board of Commissioners on September 20, 2006 with JM Olson, in the amount of $2.8Million. Building Rehabilitation is projected to be completed by August, 2007. The Housing Authority of Joliet (HAJ) has entered into a contract with Management Innovative Associates (MIA), Inc. for the management of the Supportive Living Facility for a period of three (3) to five (5) years.

The Authority will be involved in the initial employment process of all positions, with the understanding that qualified residents and current employees are given the highest priority for positions.

During this three (3) to five (5) year period MIA, Inc. will work cooperatively with the HAJ in training designated Management level staff to assume full responsibilities of management. Perhaps management duties can be phase in as follows:

1st year	0%
2nd year	25%
3rd year	50%
4th year	75%
5th year	100%

18G. Energy Conservation Measures

Improvement	John O. Holmes Complex	Riverside Center (Murphy Bldg.)	John Kennedy Terrace	Adlai Stevenson Gardens	Administration Building
Install new Boiler Plants, inclusive of new condensing boilers for space heat & new generators for domestic hot water			✔	✔	
Install new low-volume toilets, varying mount & gravity floor mount, in 693 units; install 1360 faucet aerators	✔	✔	✔	✔	✔
Convert electric domestic hot water to central-fired gas in (3) 7-story bldgs.	✔				
Install new common area & apartment lighting	✔	✔	✔	✔	✔
Replace existing T-stats with low-voltage, temp. limiting at (3) sites; install new T-stats at (2) sites	✔ (new T-stats)	✔	✔	✔	
Replace ductwork with new, zoned ductwork at Admin Bldg.					✔
Pneumatic modifications			✔	✔	
Install new booster pump stations	✔				
Convert clothes dryers to gas			✔	✔	
Install rooftop exhaust fan timers	✔	✔	✔	✔	

The energy conservation improvements, listed above, at the Authority's senior / disabled developments, are part of a $2.1 million contract with Citizens Conservation Services which was approved by the U.S. Department of Housing and Urban Development in November of 2003. Implementation of all energy saving measures was substantially complete February 15, 2005 and utility savings will now be closely monitored.

18H.

Housing Authority of Joliet
Violence Against Women Act Policy

I. Purpose and Applicability

The purpose of this policy (herein called "Policy") is to implement the applicable provisions of the Violence Against Women and Department of Justice Reauthorization Act of 2005 (Pub. L. 109-162) and more generally to set forth HAJ's policies and procedures regarding domestic violence, dating violence, and stalking, as hereinafter defined.

This Policy shall be applicable to the administration by HAJ of all federally subsidized public housing and Section 8 rental assistance under the United States Housing Act of 1937 (42 U.S.C. §1437 *et seq.*). Notwithstanding its title, this policy is gender-neutral, and its protections are available to males who are victims of domestic violence, dating violence, or stalking as well as female victims of such violence.

II. Goals and Objectives

This Policy has the following principal goals and objectives:

A. Maintaining compliance with all applicable legal requirements imposed by VAWA;

B. Ensuring the physical safety of victims of actual or threatened domestic violence, dating violence, or stalking who are assisted by HAJ;

C. Providing and maintaining housing opportunities for victims of domestic violence dating violence, or stalking;

D. Creating and maintaining collaborative arrangements between HAJ, law enforcement Authorities, victim service providers, and others to promote the safety and well-being of victims of actual and threatened domestic violence, dating violence and stalking, who are assisted by HAJ; and

E. Taking appropriate action in response to an incident or incidents of domestic violence, dating violence, or stalking, affecting individuals assisted by HAJ.

III. Other HAJ Policies and Procedures

This Policy shall be referenced in and attached to HAJ's Five-Year Public Housing Agency Plan and shall be incorporated in and made a part of HAJ's Admissions and Continued Occupancy Policy and its Section 8 Administrative Plan. HAJ's annual public housing agency plan shall also contain information concerning HAJ's activities, services or programs relating to domestic violence, dating violence, and stalking.

To the extent any provision of this policy shall vary or contradict any previously adopted policy or procedure of HAJ, the provisions of this Policy shall prevail.

IV. Definitions

As used in this Policy:

A. *Domestic Violence* – The term 'domestic violence' includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabiting with or has cohabited with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction."

B. *Dating Violence* – means violence committed by a person—

(A) Who is or has been in a social relationship of a romantic or intimate nature with the victim; and

(B) Where the existence of such a relationship shall be determined based on a consideration of the following factors:

(i) The length of the relationship.
(ii) The type of relationship.
(iii) The frequency of interaction between the persons involved in the relationship.

C. *Stalking* – means –

(A) (i) to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate another person; and (ii) to place under surveillance with the intent to kill, injure, harass or intimidate another person; and

(B) In the course of, or as a result of, such following, pursuit, surveillance or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to –

(i) that person;
(ii) a member of the immediate family of that person; or
(iii) the spouse or intimate partner of that person;

D. *Immediate Family Member* - means, with respect to a person –

(A) a spouse, parent, brother, sister, or child of that person, or an individual to whom that person stands in loco parentis; or
(B) any other person living in the household of that person and related to that person by blood or marriage.

E. *Perpetrator* – means person who commits an act of domestic violence, dating violence or stalking against a victim.

V. Admissions and Screening

A. *Non-Denial of Assistance.* HAJ will not deny admission to public housing or to the Section 8 rental assistance program to any person because that person is or has been a victim of domestic violence, dating violence, or stalking, provided that such person is otherwise qualified for such admission.

B. *Mitigation of Disqualifying Information.* When so requested in writing by an applicant for assistance whose history includes incidents in which the applicant was a victim of domestic violence, HAJ, may but shall not be obligated to, take such information into account in mitigation of potentially disqualifying information, such as poor credit history or previous damage to a dwelling. If requested by an applicant to take such mitigating information into account, HAJ shall be entitled to conduct such inquiries as are reasonably necessary to verify the claimed history of domestic violence and its probable relevance to the potentially disqualifying information. HAJ will not disregard or mitigate potentially disqualifying information if the applicant household includes a perpetrator of a previous incident or incidents of domestic violence.

VI. Termination of Tenancy or Assistance

A. *VAWA Protections.* Under VAWA, public housing residents and persons assisted under the Section 8 rental assistance program have the following specific protections, which will be observed by HAJ:

1. An incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be considered to be a "serious or repeated" violation of the lease by the victim or threatened victim of that violence and will not be good cause for terminating the tenancy or occupancy rights of or assistance to the victim of that violence.
2. In addition to the foregoing, tenancy or assistance will not be terminated by HAJ as a result of criminal activity, if that criminal activity is directly related to domestic violence, dating violence or stalking engaged in by a member of the assisted household, a guest or another person under the tenant's control, and the tenant or an immediate family member is the victim or threatened victim of this criminal activity. However, the protection against termination of tenancy or assistance described in this paragraph is subject to the following limitations:

    (a) Nothing contained in this paragraph shall limit any otherwise available authority of HAJ or a Section 8 owner or manager to terminate tenancy, evict, or to terminate assistance, as the case may be, for any violation of a lease or program requirement not premised on the act or acts of domestic violence, dating violence, or stalking in question against the tenant or a member of the tenant's household. However, in taking any such action, neither HAJ nor a Section 8 owner or manager may apply a more demanding standard to the

victim of domestic violence dating violence or stalking than that applied to other tenants.

(b) Nothing contained in this paragraph shall be construed to limit the authority of HAJ or a Section 8 owner or manager to evict or terminate from assistance any tenant or lawful applicant if the owner, manager or HAJ, as the case may be, can demonstrate an actual and imminent threat to other tenants or to those employed at or providing service to the property, if the tenant is not evicted or terminated from assistance.

B. *Removal of Perpetrator.* Further, notwithstanding anything in paragraph VI.A.2. or Federal, State or local law to the contrary, HAJ or a Section 8 owner or manager, as the case may be, may bifurcate a lease, or remove a household member from a lease, without regard to whether a household member is a signatory to a lease, in order to evict, remove, terminate occupancy rights, or terminate assistance to any individual who is a tenant or lawful occupant and who engages in acts of physical violence against family members or others. Such action against the perpetrator of such physical violence may be taken without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such violence who is also the tenant or a lawful occupant. Such eviction, removal, termination of occupancy rights, or termination of assistance shall be effected in accordance with the procedures prescribed by law applicable to terminations of tenancy and evictions by HAJ. Leases used for all public housing operated by HAJ and, at the option of Section 8 owners or managers, leases for dwelling units occupied by families assisted with Section 8 rental assistance administered by HAJ, shall contain provisions setting forth the substance of this paragraph.

VII. Verification of Domestic Violence, Dating Violence or Stalking

A. *Requirement for Verification.* The law allows, but does not require, HAJ or a Section 8 owner or manager to verify that an incident or incidents of actual or threatened domestic violence, dating violence, or stalking claimed by a tenant or other lawful occupant is bona fide and meets the requirements of the applicable definitions set forth in this policy. Subject only to waiver as provided in paragraph VII. C., HAJ shall require verification in all cases where an individual claims protection against an action involving such individual proposed to be taken by HAJ. Section 8 owners or managers receiving rental assistance administered by HAJ may elect to require verification, or not to require it as permitted under applicable law.

Verification of a claimed incident or incidents of actual or threatened domestic violence, dating violence or stalking may be accomplished in one of the following three ways:

1. *HUD-approved form* - by providing to HAJ or to the requesting Section 8 owner or manager a written certification, on a form approved by the U.S. Department of Housing and Urban Development (HUD), that the individual is a victim of domestic violence, dating violence or stalking that the incident or incidents in question are bona fide incidents of actual or threatened abuse meeting the requirements of the applicable definition(s) set forth in this policy. The incident or incidents in question must be

described in reasonable detail as required in the HUD-approved form, and the completed certification must include the name of the perpetrator.

2. *Other documentation* - by providing to HAJ or to the requesting Section 8 owner or manager documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, or a medical professional, from whom the victim has sought assistance in addressing the domestic violence, dating violence or stalking, or the effects of the abuse, described in such documentation. The professional providing the documentation must sign and attest under penalty of perjury (28 U.S.C. 1746) to the professional's belief that the incident or incidents in question are bona fide incidents of abuse meeting the requirements of the applicable definition(s) set forth in this policy. The victim of the incident or incidents of domestic violence, dating violence or stalking described in the documentation must also sign and attest to the documentation under penalty of perjury.

3. *Police or court record* – by providing to HAJ or to the requesting Section 8 owner or manager a Federal, State, tribal, territorial, or local police or court record describing the incident or incidents in question.

B. *Time allowed to provide verification / failure to provide.* An individual who claims protection against adverse action based on an incident or incidents of actual or threatened domestic violence, dating violence or stalking, and who is requested by HAJ, or a Section 8 owner or manager to provide verification, must provide such verification within 14 business days (*i.e.,* 14 calendar days, excluding Saturdays, Sundays, and federally-recognized holidays) after receipt of the request for verification. Failure to provide verification, in proper form within such time will result in loss of protection under VAWA and this policy against a proposed adverse action.

C. *Waiver of verification requirement.* The Executive Director of HAJ, or a Section 8 owner or manager, may, with respect to any specific case, waive the above-stated requirements for verification and provide the benefits of this policy based on the victim's statement or other corroborating evidence. Such waiver may be granted in the sole discretion of the Executive Director, owner or manager. Any such waiver must be in writing. Waiver in a particular instance or instances shall not operate as precedent for, or create any right to, waiver in any other case or cases, regardless of similarity in circumstances.

VIII. Confidentiality

A. *Right of confidentiality.* All information (including the fact that an individual is a victim of domestic violence, dating violence or stalking) provided to HAJ or to a Section 8 owner or manager in connection with a verification required under section VII of this policy or provided in lieu of such verification where a waiver of verification is granted, shall be retained by the receiving party in confidence and shall neither be entered in any shared database nor provided to any related entity, except where disclosure is:

1. requested or consented to by the individual in writing, or

2. required for use in a public housing eviction proceeding or in connection with termination of Section 8 assistance, as permitted in VAWA, or

3. otherwise required by applicable law.

B. *Notification of rights.* All tenants of public housing and tenants participating in the Section 8 rental assistance program administered by HAJ shall be notified in writing concerning their right to confidentiality and the limits on such rights to confidentiality.

VIII. Transfer to New Residence

A. *Application for transfer.* In situations that involve significant risk of violent harm to an individual as a result of previous incidents or threats of domestic violence, dating violence, or stalking, HAJ will, if an approved unit size is available at a location that may reduce the risk of harm, approve transfer by a public housing or Section 8 tenant to a different unit in order to reduce the level of risk to the individual. A tenant who requests transfer must attest in such application that the requested transfer is necessary to protect the health or safety of the tenant or another member of the household who is or was the victim of domestic violence dating violence or stalking and who reasonably believes that the tenant or other household member will be imminently threatened by harm from further violence if the individual remains in the present dwelling unit.

B. *Action on applications.* HAJ will act upon such an application promptly within 14 business days.

C. *No right to transfer.* HAJ will make every effort to accommodate requests for transfer when suitable alternative vacant units are available and the circumstances warrant such action. However, except with respect to portability of Section 8 assistance as provided in paragraph IX. E. below, the decision to grant or refuse to grant a transfer shall lie within the sole discretion of HAJ, and this policy does not create any right on the part of any applicant to be granted a transfer.

D. *Family rent obligations.* If a family occupying HAJ public housing moves before the expiration of the lease term in order to protect the health or safety of a household member, the family will remain liable for the rent during the remainder of the lease term unless released by HAJ. In cases where HAJ determines that the family's decision to move was reasonable under the circumstances, HAJ may wholly or partially waive rent payments and any rent owed shall be reduced by the amounts of rent collected for the remaining lease term from a tenant subsequently occupying the unit.

E. *Portability.* Notwithstanding the foregoing, a Section 8-assisted tenant will not be denied portability to a unit located in another jurisdiction (notwithstanding the term of the tenant's existing lease has not expired, or the family has not occupied the unit for 12 months) so long as the tenant has complied with all other requirements of the Section 8 program and has moved from the unit in order to protect a health or safety of an individual member of the household who is or has been the victim of domestic violence dating violence or stalking and who reasonably believes that the tenant or other

household member will be imminently threatened by harm from further violence if the individual remains in the present dwelling unit.

X. Court Orders/Family Break-up

A. *Court orders.* It is HAJ's policy to honor orders entered by courts of competent jurisdiction affecting individuals assisted by HAJ and their property. This includes cooperating with law enforcement authorities to enforce civil protection orders issued for the protection of victims and addressing the distribution of personal property among household members in cases where a family breaks up.

B. *Family break-up.* Other HAJ policies regarding family break-up are contained in HAJ's Public Housing Admissions and Continuing Occupancy Plan (ACOP) and its Section 8 Administrative Plan.

XI. Relationships with Service Providers

It is the policy of HAJ to cooperate with organizations and entities, both private and public, which provide shelter and/or services to victims of domestic violence. If HAJ staff becomes aware that an individual assisted by HAJ is a victim of domestic violence, dating violence or stalking, HAJ will refer the victim to such providers of shelter or services as appropriate. Notwithstanding the foregoing, this Policy does not create any legal obligation requiring HAJ either to maintain a relationship with any particular provider of shelter or services to victims or domestic violence or to make a referral in any particular case. HAJ's annual public housing agency plan shall describe providers of shelter or services to victims of domestic violence with which HAJ has referral or other cooperative relationships.

XII. Notification

HAJ shall provide written notification to applicants, tenants, and Section 8 owners and managers, concerning the rights and obligations created under VAWA relating to confidentiality, denial of assistance and, termination of tenancy or assistance.

XIII. Relationship with Other Applicable Laws

Neither VAWA nor this Policy implementing it shall preempt or supersede any provision of Federal, State or local law that provides greater protection than that provided under VAWA for victims of domestic violence, dating violence or stalking.

XIV. Amendment

This policy may be amended from time to time by HAJ as approved by the HAJ Board of Commissioners.

18I. Meeting the Requirements of the State of Illinois Carbon Monoxide Detector Act

Housing Choice Voucher Program:

- October 30, 2006: Correspondence was issued to every program landlord regarding the Carbon Monoxide Detector Act, effective January 1, 2007. Said correspondence summarized the State of Illinois Carbon Monoxide Detector Act, attached a copy of the Act, and listed the Housing Authority of Joliet's requirement for compliance with the Act.
    - 'The Housing Authority of Joliet's Housing Quality Standard requirement for the Housing Choice Voucher Program will enforce a more stringent requirement: **At least one (1) carbon monoxide detector, in proper working condition, must be installed on every level of each dwelling unit, within fifteen (15) feet of rooms used for sleeping.**'

- Beginning October 30, 2006 the lack of carbon monoxide detectors was listed as an HQS deficiency on each inspection form, as applicable. The Housing Authority of Joliet treats missing or inoperable carbon monoxide detectors as an emergency health and safety issue – the same as a missing or inoperable smoke alarm – which must be corrected within twenty-four (24) hours.

Public Housing Program:

- Pursuant to September 19, 2006 notification of the incoming State law, the Housing Authority of Joliet Maintenance Department ordered carbon monoxide detectors which were received and installed between the dates of October, 2006 and January, 2007. The Public Housing Program has adopted the same requirement for carbon monoxide detectors as the Housing Choice Voucher Program: at least one (1) carbon monoxide detector, in proper working condition, must be installed on every level of each dwelling unit, within fifteen (15) feet of rooms used for sleeping. The Maintenance Department also installed a carbon monoxide detector on each level of each non-dwelling structure (i.e. administration building, community centers, maintenance shops, and warehouse).

HOUSING AUTHORITY OF JOLIET

RELOCATION PLAN

FOR SPRING BLUFF (AKA POOLE GARDENS)

February 7, 2007

HOUSING AUTHORITY OF JOLIET

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INTRODUCTION

In 2007, the Housing Authority of Joliet plans to demolish the Spring Bluff (AKA Poole Gardens) public housing development, including all residential buildings and the community center. This will require the relocation of all residents from the building prior to the commencement of demolition activities.

Complete demolition of a public housing development requires HUD approval under Section 18 of the Quality Housing and Work Responsibility Act (QHWRA) of 1998. Guidance relating to Section 18 relocation activities is provided in 24 CFR Part 970, and PIH 2005-32. Under the Section 18 guidelines, PHAs must provide existing residents with:

- A 90-day advance notice of move;
- Provision of comparable housing which meets HQS, is located in an area that is generally not less desirable than the location of the displaced person's housing, and which could include public housing, Section 8 project based units or Section 8 HCV assistance;
- Payment of actual and reasonable relocation expenses;
- Provision of any necessary counseling, including Mobility Counseling; and
- Assurance that the demolition will not occur until after all residents have been relocated from the building.

Residents who are to be displaced as a result of demolition must be offered opportunities to relocate to other comparable/suitable decent, safe, sanitary and affordable housing, at rents no higher than permitted under the Housing Act, which is, to the maximum extent practicable, housing of their choice, on a nondiscriminatory basis, without regard to race, color, religion (creed), national origin, handicap, age, familial status or sex in compliance with applicable Federal and State Laws.

Further, PHAs must carry out relocation activities in accordance with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act. PHAs must also certify that they will affirmatively further fair housing.

This relocation plan addresses all aspects of the Section 18 requirements and provides a process by which Spring Bluff (AKA Poole Gardens) residents can be relocated into decent, safe and affordable housing with the least amount of disruption to their families.

DEFINITIONS

Definition of Displaced Person

The term "displaced person" means any person (household, business, nonprofit organization or farm) that moves from real property, or moves personal property from real property permanently, as a direct result of acquisition, rehabilitation, or demolition of a Federal or federally assisted project.

Who Qualifies as a Displaced Person?

The term displaced person includes, but may not be limited to:

(i) A person who moves permanently from the real property after the PHA or the person acquiring the property, issues a vacate notice to the person, or refuses to renew an expiring lease in order to evade the responsibility to provide relocation assistance, if the move occurs on or after the date of HUD approval of the demolition;

(ii) Any person who moves permanently, including a person who moves before the date of HUD approval of the demolition, if HUD or the PHA determines that the displacement resulted from the demolition of the property and is subject to the provisions

(iii) A tenant-occupant of a dwelling who moves permanently from the building/complex on or after the date HUD approves the demolition, if the move occurs before the tenant is provided written notice offering him or her the opportunity to lease and occupy a suitable, decent, safe and sanitary dwelling in the same building/complex, under reasonable terms and conditions, upon completion of the project. Such reasonable terms and conditions shall include a monthly rent and estimated average monthly utility costs that do not exceed that permitted under section 3(a) of the 1937 Act.

(iv) A tenant-occupant of a dwelling who is required to relocate temporarily and does not return to the building/complex if either: (a) The tenant is not offered payment for all reasonable out-of-pocket expenses incurred in connection with such temporary relocation; or (b) Other conditions of the temporary relocation are not reasonable. It should be noted that HAJ does not plan to temporarily relocate any family in association with the relocation and demolition of Spring Bluff (AKA Poole Gardens) Housing Development.

(v) A tenant-occupant of a dwelling who moves from the building/complex permanently after he or she has been required to move to another unit in the same building/complex if either: (a) The tenant is not offered reimbursement for all reasonable out-of-pocket expenses incurred in connection with the move; or (b) Other conditions of the move are not reasonable.

Who Does Not Qualify as a Displaced Person?

A person does not qualify as a displaced person, and is not eligible for relocation assistance if:

(i) The person has been evicted for serious or repeated violation of the terms and conditions of the lease or occupancy agreement, violation of applicable Federal, State or local law, or other good cause, and the PHA determines that the eviction was not undertaken for the purpose of evading the obligation to provide relocation assistance;

(ii) The person is ineligible under 49 CFR 24.2(g)(2); or

(iii) HUD determines that the person was not displaced as a direct result of an action covered by this section.

OVERVIEW OF THE SCOPE OF ACTIVITIES

The Spring Bluff (AKA Poole Gardens) Housing Development is located on approximately 12.9 acres and consists of 106 dwelling units in 25 residential buildings, which are all of row-house configuration. The unit mix at Spring Bluff (AKA Poole Gardens) is as follows:

2 BR Units	30
3 BR Units	48
4 BR Units	23
5 BR Units	5
TOTAL	106

The demolition plan for Spring Bluff (AKA Poole Gardens) involves relocating all families in all 106 dwelling units. Relocation will occur between March and August of 2007. As of February 1, 2007, 81 families live in the development. The total number of residents as of February 1, 2007 is 295.

Immediately upon demolition application approval from the U.S. Department of Housing and Urban Development, the Housing Authority will issue Section 8 Housing Choice Vouchers to each of the 80 families at the Housing Development. Based on educational and information sessions previously provided to families, many have already begun the process of identifying decent, safe, and sanitary housing units within the City of Joliet and also Will County.

The Housing Authority has submitted a housing unit survey to its 573 landlords, requesting a listing of two (2) to five (5) bedroom units they can make available for our families. That list will supplement our current listing of 160 units available; and units identified in local newspapers. The Authority believes there is more than a sufficient number of decent, safe, and sanitary housing units, at an affordable cost, in the City of Joliet and Will County to accommodate the relocation needs of our families within a 120 day period.

Families unsuccessful in locating housing under the Section 8 Housing Choice Voucher Program due to extenuating circumstances and/or opting to be housed in another public housing development will also be relocated within a 120 day period. It's anticipated most families with school aged children will be relocated prior to the beginning of the new school year (Fall 2007).

Relocation will be coordinated by a Relocation Specialist in the HAJ's Housing Management Division; and the physical moves will be conducted by a Contractor procured by HAJ. Residents will be provided with utility transfer fees, and a moving stipend for incidental expenses.

All families will receive counseling from the Relocation Specialist, HAJ Housing Manager, and Section 8 HCV staff. Outreach efforts will be conducted to assist residents in other ways, such as obtaining financial assistance for security deposits.

All moves will be permanent. There will be no temporary moves associated with this relocation.

All units in a building will be vacated prior to demolition activities.

OBJECTIVES

- Sensitivity
- Individual Solutions
- Promote Choice

For any family, involuntary relocation is inconvenient at best and disruptive at worst. Some of our residents have lived in Poole Gardens for years. They have raised their children in the development, and have deep roots in the area. The HAJ recognizes the need to exercise great sensitivity in its relocation activities.

Additionally, Poole Gardens families are in varying stages of economic self-sufficiency. For example, some families may be ready for homeownership at the time of relocation. Because of the wide array of readiness, each family's situation will have to be considered separately, and counseling will need to focus on helping families choose a new environment that will meet their current and future needs for economic and personal growth and development. The need for individual solutions lends itself to a case management approach.

HAJ will promote choice to the greatest extent possible. All Poole Gardens residents that will be relocated due to demolition activities will have priority for housing at other HAJ communities. They will also go to the top of the Section 8 HCV waiting list as well if they so desire. A Relocation Specialist within the Housing Management Division will be appointed to oversee the entire relocation program. The Relocation Specialist will also be available at all times to address resident questions and/or concerns. Upon HUD approval of the demolition application, the HAJ will subsequently apply for an additional 80 Section 8 HCV relocation vouchers to replenish the number of total affordable units administered by the agency.

TOTAL RELOCATION COSTS

HAJ's plan is to utilize approximately $156,465 of 2006 Capital Program Funds to pay for relocation activities at the Poole Gardens Housing Development. This sum represents the amount needed to relocate all 80 families, and includes the following components:

Total Relocation Costs for Poole Gardens (80 families)	
Utility Transfer Fees @ $90 per family	$ 7,200.00
Staff Salary & Fringe ; RS 100% of time for 6 months	$ 22,320.56
Moving Costs for the physical move of 80 families	$114,945.00
Incidental Expenses Per Family @ $150 per family	$ 12,000.00
TOTAL	**$156,465.56**
Average Cost Per Unit	**$ 1,955.82**

1. Total utility transfer fees for telephone, cable and Com Ed, on average, are estimated at $90.00 per family for a total of $7,200.00. (Note: some areas to which residents may choose to move may charge a fee to establish water and sewer service.)
2. The cost of administering this relocation plan and providing assistance, counseling and education is estimated at $279 per family for a total of $22,320.00.
3. Moving costs of $1,436.81 per family, on average, for a total cost of $114,945.00. The moves will be coordinated by HAJ's Relocation Specialist and performed by a contractor. The contract will be let following HUD approval of this application.

Number of Rooms of Furniture				
Size	Rooms of Furniture	# of Occ. Units	Cost Per Unit	Total
2 BR	(4 rooms)	27	$ 970	$ 26,190.00
3 BR	(5 rooms)	33	$ 1,455	$ 48,015.00
4 BR	(6 rooms)	16	$ 1,940	$ 31,040.00
5 BR	(7 rooms)	4	$ 2,425	$ 9,700.00
		80 Occupied	**Total Cost**	**$114,945.00**
			Average Cost Per Unit	**$ 1,436.81**

4. Incidental expenses at $150 per family for a total of $12,000.

ORGANIZATION, SERVICES PROVIDED, RELOCATION OPTIONS AND TIMETABLE

Organizational Issues

Korie Alexander, of the HAJ's Housing Management Division, will serve as the Relocation Specialist (RS) for this project. Her job will be to coordinate the entire Poole Gardens relocation effort for the Authority. Korie Alexander is knowledgeable of the technical aspects of HCV programs, is a long-time resident of public housing who has achieved self-sufficiency, and has been employed at the Housing Authority of Joliet Section 8 Housing Inspections Department for four (4) years. Korie will be an advocate, interfacing between the families and HAJ staff, to ensure a smooth transition for displaced families. We envision that staff from most divisions of the HAJ will be involved in this effort, including Finance, Management / Maintenance Services, Assisted Housing and Resident Services.

The Counseling Process

All families will receive relocation assistance and housing mobility counseling and direct case management services. The RS, Korie Alexander, will begin her work long before actual relocation occurs, to educate families about the process, counsel them on housing opportunities available to them, and help them analyze the pros and cons of various housing alternatives. Assistance will be provided in how to select the best housing type and neighborhood for every family. The benefits of selecting housing in non-poverty areas will be presented, and information relating to school performance, availability of shopping and services, access to transportation and proximity to employers will be provided.

Korie Alexander will meet with families on a group and individual basis. The level and type of support required will be identified in one-on-one meetings. For some families, particularly those ready to move into homeownership, the assistance required will be minimal. For others though, the assistance needs will be greater, and the general approach will be to provide case management, housing counseling, and intensive tracking and follow-up.

Relocation Specialist (RS)

The responsibility of the Relocation Specialist will be to coordinate all relocation activities. Specifically, the RS will:

- Conduct regular meetings with other HAJ staff involved in the process;
- Develop tracking systems to monitor each family through the process;
- Determine and evaluate the relocation needs and preferences of each family that will be displaced;
- Evaluate the readiness of each family in terms of economic self-sufficiency, and refer to the HAJ's homeownership programs where appropriate;
- Provide a full explanation of relocation payments and assistance for which each family may be eligible;
- Provide information on available comparable replacement dwellings, and discuss the pros and cons of public housing versus housing choice vouchers;
- Refer families to the Management, Maintenance, or Section 8 HCV Program Departments, depending on their relocation choice;
- Counsel residents with regard to leasing activities;
- Assure residents that any dwelling referred to a displaced family will be decent, safe, sanitary and affordable;
- Schedule and coordinate the physical moves;

- Assist in minimizing hardships to persons to be relocated by providing referrals or coordinating services;

Relocation Options

Families relocated from Poole Gardens will have the option of moving to another HAJ Housing Development or receiving a Section 8 Housing Choice Voucher. HAJ will make housing assistance available to families from vouchers currently available. All relocations will be permanent. There will be no temporary relocations.

HAJ Owned Housing

Residents displaced by this action will be offered available housing units on a priority basis at all HAJ Housing Developments. The HAJ Housing Developments include:

Murray Downey Homes	IL06-P024-001
VanHorne Homes	IL06-P024-002
Desplaines Gardens	IL06-P024-003
Fairview Homes	IL06-P024-003
John O. Holmes Complex	IL06-P024-004
John C. Murphy Building	IL06-P024-005
Adlai Stevenson Gardens	IL06-P024-006
John F. Kennedy Terrace	IL06-P024-006

Section 8 HCV Program

Residents displaced by this action will also be offered housing choice vouchers (HCVs) on a priority basis. The Relocation Specialist will coordinate with HAJs Section 8 Housing Choice Voucher Program Department to identify all available rental housing. HAJ staff members are familiar with the residential areas in Joliet and Will County, and work with area community based organizations, churches and other nonprofit organizations that serve HAJ residents. HAJ staff will meet with these organizations to gain acceptance and increase the comfort level of families and community residents.

A list of available units in HAJ's Section 8 HCV program as of February 1, 2007 can be found in the Appendix section at the end of this Relocation Plan.

Timetable

- Poole Gardens Housing Development residents will receive notification of the general relocation as soon as the demolition application has been approved by HUD. The notice will describe the assistance to be provided and the procedures for obtaining the assistance.

- HAJ will request contract for relocation training from Borrell Technology, Inc. and complete the same prior to the approval of the application.

- The Relocation Specialist will meet with each family to determine which form of housing assistance they are interested in, and which services, if any, they need. Referrals will be made where necessary.

- Early Move notices will be sent out upon notification of approval of the application.

- The demolition contract will be let in March of 2007. The contract will be submitted to the Board for approval by May 2007.

- Relocation will occur between March and August of 2007.

- Demolition will begin after all residents have been relocated from the building.

- Relocation and demolition will be completed within six (6) months of HUD approval of the application.

HAJ's Commitment to Fair Housing

- The Housing Authority of Joliet ensures equal opportunity and affirmatively furthers fair housing for all. HAJ's Fair Housing and Equal Opportunity policies are included in the PHA Plan, Admissions and Continued Occupancy Policy and the Administrative Plan.

- The Housing Authority of Joliet undertakes affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, age, and disability

- The Housing Authority of Joliet undertakes affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, age, and disability.

- The Housing Authority of Joliet undertakes affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

Record Keeping Procedures

Basic Issues

- General records as well as separate tenant case files will be maintained.
- Records will be kept in sufficient detail so as to demonstrate compliance.
- Records will be prepared and updated by the Relocation Specialist and will be kept on file at the Central Office.

- All pertinent records related to relocation will be retained for at least seven years after the relocation completion date.
- All records will remain confidential. They will not be made available as public information unless required by applicable law. Only authorized HAJ staff or HUD shall have access to them.

General Relocation File

The Relocation Specialist will maintain a general relocation file, which will include the following:

- A list of names and addresses of all persons occupying the property as of the date of the Section 18 application submission to HUD
- A list of names and addresses of all persons moving into the property after the application submission date
- Evidence that the demolition did not begin until all residents were displaced

Tenant Case Files

The Relocation Specialist will also maintain files for each individual family that was occupying the property as of the date of Section 18 application submission to HUD as well as individuals and families that moved into the property after the application submission date. The files will include the following:

- Evidence that the resident received a General Information Notice to explain the project's purpose and goals, and the assistance that will be available
- Evidence that an Early Move Notice was issued to each family to ensure that all families were offered early move assistance in a fair and equitable manner. Also, an indication of the manner in which the notice was delivered, i.e., personally served, or certified mail.
- Evidence that the family received a written 90-Day Notice at least 90 days in advance of the required move, and a general description of the relocation payments and advisory services for which the family may be eligible. Also, an indication of the manner in which the 90-Day Notice to Vacate was delivered; i.e., by either certified mail, receipt required, or by hand delivery with the delivery documented by a signed receipt.
- Evidence that the family received a Notice of Ineligibility Due to Eviction for Cause, if applicable, and an indication of the manner in which it was delivered; i.e., by either certified mail, receipt required, or by hand delivery with the delivery documented by a signed receipt.
- Identification of relocation needs and choice of replacement housing (i.e., public housing or HCV)
- Evidence that the family was offered a comparable replacement unit or Housing Choice Voucher
- Evidence to document the fact that the replacement unit meets HQS
- Evidence to document meetings with the family, and referrals made to HAJ staff (RSD, HCV) and outside organizations
- Evidence of payment of resident stipend
- Copy of any appeal or complaint received and HAJ response

NOTICES TO RESIDENTS

The following pages include notices that have been or will be provided to residents throughout the relocation process. The purpose of the notices is to help clarify the relocation process, reduce the potential for confusion, and provide evidence of compliance with the Section 18 requirements.

The notices include:

1. General Information Notice. This notice was mailed to all residents.
2. Notice of Ineligibility Due to Eviction for Cause
3. Early Move Notice
4. 90-Day Notice to Vacate. The 90-Day Notice to Vacate will be delivered by either certified mail, receipt required, or by hand delivery with the delivery documented by a signed receipt.

APPEALS

A person who disagrees with the HAJ's determination concerning whether the person qualifies as a displaced person, or the amount of the relocation assistance for which the person is eligible, may file a written appeal of that determination with the Authority. A person who is dissatisfied with the HAJ's determination on his or her appeal may also submit a written request for review of the determination to the HUD Field Office.

18K. Public Housing Program Lease Revisions / Additions

Lease Revision

ADDENDUM NO. 3

Replacement of Section VII, Paragraph A, Number 23, a, b, c and d as follows:

A. 23. One-Strike Fire Policy

(a) In the event the Housing Authority of Joliet has a reasonable belief that a Tenant, any member of the Tenant's household, or a household guest creates a fire within or on the exterior of a Tenant's dwelling unit or activates the rental unit or building fire or smoke detection alarm system, the Housing Authority is under no obligation to offer continued housing assistance, re-house, or transfer the Tenant household within the Conventional Public Housing Program or any other agency operated housing assistance program.

(b) If the Housing Authority of Joliet has a reasonable belief that any of the following acts resulted in either a fire within or on the exterior of a tenant's dwelling unit or activation of the rental unit or building fire or smoke detection alarm system, such acts shall be deemed negligent, intentional or criminal acts for purposes of this section. In such event, the Housing Authority shall be authorized to commence lease termination and eviction proceedings upon issuance of a three (3) day termination of tenancy notice. The acts include, but are not limited to:

1. Removal of a rental unit or building fire or smoke detection alarm system.
2. Removal of batteries or the disabling of a rental unit or building fire or smoke detection alarm system.
3. Careless cooking and/or meal preparation activities;
4. Careless smoking activities;
5. Improper, unsafe, or excessive use of a personal space heating devices;
6. Improper or unsafe practices associated with the use of indoor or outdoor cooking grills;
7. Improper use of matches, lighters, candles, lighter fluids, or other flammable liquids;
8. Illegal or overuse of household appliances, i.e. use of ovens or stoves as a secondary heat source, overloading of household electrical circuits, unsafe hot water heater setting, inappropriate grounding of electrical appliances, and/or the unsafe practice of overriding thermostats to provide a continuous heat source;
9. Arson;
10. Storage of debris, garbage, clothing or other personal household items near an ignition source, i.e. furnaces, dryers, ovens or stoves, and space heaters;
11. Failure to properly clean and care for items that may serve as an ignition point, i.e. dryer vents, ovens or stoves, hot water heaters, and refrigerators;
12. Improper storage and/or possession of potentially explosive materials, i.e. gasoline, kerosene, oil, cleaning solvents, pressurized cans and/or tanks, fireworks, etc.;
13. Illegal or improper hook-up of any appliance to a dwelling unit gas or electrical line by non-agency employees;

14. Illegal or improper hook-up of a gas or electrical service to a rental unit or building;

15. Personal disputes with a current or ex-spouse, child, male and/or female companion, friend, or other individual (circumstances may be taken into consideration if the head of household is able to produce a documented history of filed court issued restraining orders as evidence of the household's attempts to keep problem individual(s) away from the household);

16. Participation in the distribution, manufacture, sale, use, and/or possession of illegal drugs;

17. Participation in gang or any anti-social activity or retaliation activity;

18. Deliberate false activation of a rental unit or building fire or smoke detection alarm system; and/or

19. Any other negligent, intentional or criminal act that the Housing Authority has reason to believe caused a fire within or on the exterior of the tenant's dwelling unit or activated the rental unit or building smoke detection alarm system.

(c) In the event the Tenant, any member of the Tenant's household, or a household guest engages in any of the above described activities, the Tenant shall be liable to the Housing Authority for the full cost of repairs associated with the fire.

(d) In the event of a fire that is initially determined to be of undetermined origin, and the premises are rendered uninhabitable, the Tenant household shall be transferred to the first available dwelling unit of suitable size. By transferring the Tenant household, the Housing Authority does not waive the right to enforce the terms of this lease provision upon later determination of the cause of the fire.

(e) In the event of a fire, the Housing Authority shall not be responsible for any damages to the Tenant's personal property, nor shall the Housing Authority be liable for any personal injuries suffered by the Tenant, any member of the Tenant's household, or a household guest.

Lease Addition

Section V. Occupancy of the Dwelling Unit

F. Tenant agrees not to create, establish or operate a business within the rental unit.

Lease Addition

Section VII. Obligations and Responsibilities of Tenant, Paragraph A, No. 38.

38. Tenant agrees to maintain the rental unit in accordance with housekeeping practices as cited within the Housing Authority of Joliet's Admissions and Continued Occupancy Policy and Rental Unit Housekeeping Policy.

HOUSING AUTHORITY OF JOLIET

SECTION 8 PROJECT BASED VOUCHER POLICY

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I. HOUSING AUTHORITY OF JOLIET POLICY RE: PROJECT BASED VOUCHER PROGRAM GENERAL POLICY

The HAJ operates this Project Based Voucher Program utilizing 20 percent of its budget authority for project based assistance. This program is consistent with the Authority's Five (5) Year Agency Plan covering the period 2005 – 2009 and 7/1/06 – 6/30/07 Annual Plan; and the Authority's goals of deconcentration poverty and expanding housing and economic opportunities. This Project Based Voucher Program is targeted to newly constructed or rehabilitated housing and existing housing within the City of Joliet and Will County, in general.

A. Housing Authority of Joliet Policy Re: Tenant Based vs. Project Based Voucher Assistance (24 CFR 983.2)

The HAJ's policies for the Tenant Based Housing Choice Voucher Program contained in this Administrative Plan also apply to the Project Based Voucher Program and its participants. Provisions not covered by the Tenant Based Voucher Program shall be covered by this policy.

B. Housing Authority of Joliet Policy Re: Relocation Requirements (24 CFR 983.7)

The HAJ shall provide relocation assistance to any persons displaced as a result of the Project Based Voucher Program in compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA) (42.U.S.C.4201-4655) and implementing relocations at 49 CFR, Part 24. Depending on the circumstances relocation assistance may be paid with funds provided by the Owner, Local Public funds or funds from other sources.

The HAJ will not use Voucher Program funds to cover relocation costs Administrative Fee Reserves, after all program administrative expenses are satisfied, may be utilized for relocation expenses as long as same is consistent with legal and regulatory authorities.

The acquisition of real property for a PBV project is subject to the URA and 49 CFR 24, subpart B. It is the responsibility of the HAJ to ensure the owner complies with these requirements.

Should the HAJ target project based vouchers to units owned and managed by the Authority, under an Annual Contributions Contract with HUD and subject to demolition/disposition then the Authority will comply with Section 18 of the Quality Housing and Work Responsibility Act (QHWRA) of 1998. Section 18 relocation activities are included in 24 CFR Part 970 and PIH 2005-32. The HAJ's policy is incorporated pursuant to Resolution No. 07-2323.

C. Housing Authority of Joliet Policy Re: Equal Opportunity Requirements (24 CFR 983.8)

The HAJ will comply with all equal opportunity requirements under federal law and regulations in its implementation of the PBV Program. This includes the requirements and authorities cited at 24 CFR 5.105(a). In addition, the HAJ complies with the HAJ Plan certification on civil rights and affirmatively furthering fair housing, submitted in accordance with 24 CFR 903.7(o).

II. HOUSING AUTHORITY OF JOLIET POLICY RE: PROJECT BASED VOUCHER OWNER PROPOSALS

Owner Proposal Selection Procedures (24 CFR 983.51)

The HAJ will select BPV proposals by either of the following two methods:

- **HAJ request for PBV Proposals.** The HAJ will solicit proposals by using a Request For Proposals to select proposals on a competitive basis in response to the HAJ request. The HAJ will not limit proposals to a single site or impose restrictions that explicitly or practically preclude owner submission of proposals for PBV housing on different sites.

- **The HAJ will select proposals that were previously selected based on a competition.** This may include selection of a proposal for housing assisted under a Federal, State or Local government housing assistance program that was subject to a competition in accordance with the requirements of the applicable program, community development, or supportive services program that requires competitive selection of proposals (e.g., HOME, and units for which competitively awarded LIHTC's have been provided), where the proposal has been selected in accordance with such program's competitive selection requirements within three (3) years of the PBV proposal selection date, and the earlier competitive selection proposal did not involve any consideration that the project would receive PBV assistance.

A. Housing Authority of Joliet Policy Re: Solicitation and Selection of PBV Proposals (24 CFR 983.51(b) and (c)

1. HAJ Request for Proposals Rehabilitated and Newly Constructed Units Policy

The HAJ will advertise its Request For Proposals (RFP) for rehabilitated and newly constructed housing in the following newspapers and trade journals:

Joliet Herald Newspaper, Daily Southtown Newspaper, Times Weekly Newspaper and the National Association of Housing and Redevelopment Officials (NAHRO) Monitor Trade Journal

In addition, the HAJ will post RFP and proposal submission and rating/ranking procedures at its Central Administrative Office and electronic website.

The HAJ will publish its advertisement in the newspapers and trade journals mentioned above for at least one day per week for three consecutive weeks. The advertisement will specify the number of units the HAJ estimates that it will be able to assist under the funding the HAJ is making available. Proposals will be due in the HAJ office by close of business 30 calendar days from the date of the last publication.

In order for the proposal to be considered, the owner must submit the proposal to the HAJ by the published deadline date and the proposal must respond to all requirements as outlined in the RFP. Incomplete proposals will not be reviewed.

The HAJ will rate and rank proposals for rehabilitated and newly constructed housing using the following criteria:

Owner experience and capability to build or rehabilitate housing as identified in the RFP;

Extent to which the project furthers the HAJ goal of deconcentrating poverty and expanding housing and economic opportunities;

If applicable, the extent to which services for special populations are provided on site or in the immediate area for occupants of the property; and

Projects with less than 25 percent of the units assisted will be rated higher than projects with 25 percent of the units assisted. In the case of projects for occupancy by the elderly, persons with disabilities or families needing other services, the HAJ will rate partially assisted projects on the percent of units assisted. Projects with the lowest percent of assisted units will receive the highest score.

2. HAJ Requests For Proposals for Existing Housing Units Policy

The HAJ will advertise its Request For Proposals (RFP) for existing housing in the following newspapers and trade journals:

Joliet Herald Newspaper, Daily Southtown Newspaper, Times Weekly Newspaper and the NAHRO Monitor Trade Journal

In addition, the HAJ will post the notice inviting such proposal submission and the rating and ranking procedures at its Central Administrative Office and electronic website.

The HAJ will periodically publish its advertisement in the newspapers and trade journals mentioned above for at least one day per week for three consecutive weeks. The advertisement will specify the number of units the HAJ estimates that it will be able to assist under the funding the HAJ is making available. Owner proposals will be accepted on a first-come first-served basis and will be evaluated using the following criteria:

Experience as an owner in the Tenant Based Voucher Program and owner compliance with the owner's obligations under the Tenant Based program;

Extent to which the project furthers the HAJ goal of deconcentrating poverty and expanding housing and economic opportunities.

If applicable, extent to which services for special populations are provided on site or in the immediate area for occupants of the property; and

Extent to which units are occupied by families that are eligible to participate in the PBV Program.

3. HAJ Selection of Proposals Subject to a Previous Competition Under a Federal, State or Local Housing Assistance Program Policy

The HAJ will accept proposals for PBV assistance from owners that were competitively selected under another Federal, State or Local housing assistance program, including projects that were competitively awarded Low Income Housing Tax Credits on an ongoing basis.

The HAJ may periodically advertise that it is accepting proposals, in the following newspapers and trade journals:

Joliet Herald Newspaper, Daily Southtown Newspaper, Times Weekly Newspaper and the NAHRO Monitor Trade Journal

In addition to, or in place of advertising, the HAJ may also directly contact specific owners that have already been selected for Federal, State or Local housing assistance based on a previously held competition, to inform them of available PBV assistance.

Proposals will be reviewed on a first-come first-served basis. The HAJ will evaluate each proposal on its merits using the following factors:

> Extent to which the project furthers the HAJ goal of deconcentrating poverty and expanding housing and economic opportunities; and
>
> Extent to which the proposal complements other local activities, such as, the redevelopment of a public housing site under the HOPE VI Program, the HOME Program, CDBG activities, other development activities in a HUD-designated Enterprise Zone, Economic Community or Renewal Community.

4. PHA Owned Units Policy (34 CFR 983.51(e) and 983.59)

The HAJ may submit a proposal for project based housing that is owned or controlled by the HAJ. If the proposal for HAJ owned housing is selected, the HAJ will use a HUD Approved Independent Entity to review the HAJ selection and to administer the PBV Program. The HAJ will obtain HUD approval (Independent Entity) prior to selecting the proposal for HAJ owned housing.

In the case of HAJ owned units, the initial contract rent must be approved by the City of Joliet based on an appraisal by a licensed, state-certified appraiser. In addition, housing quality standards inspections must be conducted by the independent entity.

The HAJ will only compensate the independent entity and appraiser from HAJ ongoing administrative fee income (including amounts credited to the Administrative Fee Reserve). The HAJ will not use other program receipts to compensate the independent entity and appraiser for their services. The HAJ, independent entity and appraiser may not charge the family any fee for the appraisal or the services provided by the independent entity.

5. HAJ Notice of Owner Selection Policy (34 CFR 983.51(d))

Within 10 business days of the HAJ making the selection, the HAJ will notify the selected owner in writing of the owner's selection for the PBV Program. The HAJ will also notify in writing all owners that submitted proposals that were not selected and advise such owners of the name of the selected owner.

In addition, the HAJ will publish its notice for selection of PBV proposals for two consecutive days in the same newspapers and trade journals the HAJ used to solicit the proposals. The announcement will include the name of the owner that was selected for the PBV Program. The HAJ will also post the notice of owner selection on its electronic web site when in operation.

The HAJ will make available to any interested party its rating and ranking sheets and documents that identify the HAJ basis for selecting the proposal. These documents will be available for review by the public and other interested parties for one month after publication of the notice of owner selection. The HAJ will not make available sensitive owner information that is privileged, such as, financial statements and similar information about the owner.

The HAJ will make these documents available for review at the HAJ during normal business hours. The cost for reproduction of allowable documents will be $.25 per page.

III. HOUSING AUTHORITY OF JOLIET POLICY RE: HOUSING TYPE POLICY (24 CFR 983.52)

The HAJ will attach PBV assistance for units in existing housing or for newly constructed or rehabilitated housing developed under and in accordance with an agreement to enter into a housing assistance payments contract that was executed prior to the start of construction. A housing unit is considered an existing unit for purposes of the PBV Program, if, at the time of notice of HAJ selection, the units substantially comply with HQS. Units for which new construction or rehabilitation was started in accordance with PBV Program requirements do not quality as existing housing.

A. Prohibition of Assistance for Certain Units Policy

1. Ineligible Housing Types (24 CFR 983.53)

The HAJ will not attach or pay PBV assistance to shared housing units; units on the grounds of a penal reformatory, medical, mental or similar public or private institution; nursing homes or facilities providing continuous psychiatric, medical, nursing services, board and car, or intermediate care (except that assistance may be provided in assisted living facilities); units that are owned or controlled by an educational institution or its affiliate and are designated for occupancy by students; manufactured homes; cooperative housing; and transitional housing. In addition, the HAJ will not attach or pay PBV assistance for a unit occupied by an owner and the HAJ will not select or enter into an agreement to enter into a HAP contract or HAP contract for a unit occupied by a family ineligible for participation in the PBV Program.

2. **High-rise Elevator Projects for Families with Children (24 CFR 983.53(b))**

The HAJ will not use high-rise elevator buildings for families with children as part of the Project Based Voucher Program.

3. **Subsidized Housing (24 CFR 983-54)**

The HAJ will not attach or pay PBV assistance to units in any of the following types of subsidized housing:

- A public housing unit;
- A unit subsidized with any other form of Section 8 assistance;
- A unit subsidized with any governmental rent subsidy;
- A unit subsidized with any governmental subsidy that covers all or any part of the operating costs of the housing;
- A unit subsidized with Section 236 rental assistance payments (except that a PHA may attach assistance to a unit subsidized with Section 236 interest reduction payments);
- A Section 202 project for non-elderly with disabilities;
- Section 811 project based supportive housing for persons with disabilities;
- Section 202 supportive housing for the elderly;
- A Section 101 rent supplement project;
- A unit subsidized with any form of tenant based rental assistance;
- A unit with any other duplicative Federal, State or Local housing subsidy, as determined by HUD or the PHA in accordance with HUD requirements.

IV. HOUSING AUTHORITY OF JOLIET POLICY RE: SUBSIDY LAYERING REQUIREMENTS POLICY (24 CFR 983.55)

The HAJ will provide PBV assistance only in accordance with HUD subsidy layering regulations (24 CFR 4.13) and other requirements.

The subsidy layering review is intended to prevent excessive public assistance by combining (layering) housing assistance payment subsidy under the PBV Program with other governmental housing assistance from Federal, State and Local agencies, including assistance such as tax concessions or tax credits.

The HAJ will submit the necessary documentation to HUD for subsidy layering review. The HAJ may not enter into an agreement to enter into a HAP contract or HAP contract until HUD (or an independent entity approved by HUD) has conducted any required subsidy layering review and determined that the PBV assistance is in accordance with HUD subsidy layering requirements.

The HAP contract must contain the owner's certification that the project has not received and will not receive (before or during the term of the HAP contract) any public assistance for acquisition, development, or operation of the housing other than assistance disclosed in the subsidy layering review in accordance with HUD requirements.

V. HOUSING AUTHORITY OF JOLIET POLICY RE: CAP ON NUMBER OF PBV UNITS IN EACH BUILDING POLICY 25 PERCENT PER BUILDING CAP (24 CFR 093.56(a))

The HAJ will not select a proposal to provide PBV assistance for units in a building or enter into a HAP or a HAP contract to provide PBV assistance for units in a building, if the total number of dwelling units in the building that will receive PBV assistance during the term of the PBV HAP contract is more than 25 percent of the number of dwelling units (assisted or unassisted) in the building.

A. Exceptions to 25 Percent Per Building Cap (24 CFR 983.56(b))

The HAJ will not provide PBV assistance for excepted units.

B. Promoting Partially-Assisted Buildings (24 CFR 982.56(c))

The HAJ will not provide assistance for excepted units. Beyond that, the HAJ will not impose any further cap on the number of PBV units assisted per building.

VI. HOUSING AUTHORITY OF JOLIET POLICY RE: SITE SELECTION STANDARDS POLICY

A. Compliance with PBV Goals, Civil Rights Requirements and HQS Site Standards (24 CFR 983.57(b))

It is the HAJ goal to select sites for PBV housing that provide for deconcentrating poverty and expanding housing and economic opportunities. In complying with this goal the HAJ will limit approval of sites for PBV housing in census tracts that have poverty concentrations of 20 percent or less.

However, the HAJ will grant exceptions to the 20 percent standard where the HAJ determines that the PBV assistance will complement other local redevelopment activities designed to deconcentrate poverty and expand housing and economic opportunities in census tracts with poverty concentrations greater than 20 percent, such as, sites in:

> A census tract in which the proposed PBV development will be located in a HUD-designated Enterprise Zone, Economic Community or Renewal Community;

A census tract where the concentration of assisted units will be or has decreased as a result of public housing demolition and HOPE VI redevelopment;

A census tract in which the proposed PBV development will be located is undergoing significant revitalization as a result of State, Local or Federal dollars invested in the area;

A census tract where new market rate units are being developed where such market rate units will positively impact the poverty rate in the area;

A census tract where there has been an overall decline in the poverty rate within the past five years; or

A census tract where there are meaningful opportunities for educational and economic advancement.

Under no circumstances will the HAJ approve PBV assistance in a census tract with a concentration factor greater than 75 percent of the community-wide poverty rate or forty percent, whichever is lower.

B. Existing and Rehabilitated Housing Site and Neighborhood Standards (24 CFR 983.57(d))

The HAJ will not enter into an agreement to enter into a HAP contract nor enter into a HAP contract for existing or rehabilitated housing until it has determined that the site complies with the HUD required site and neighborhood standards. The site must:

- Be adequate in size, exposure and contour to accommodate the number and type of units proposed;
- Have adequate utilities and streets available to service the site;
- Promote a greater choice of housing opportunities and avoid undue concentration of assisted persons in areas containing a high proportion of low-income persons;
- Be accessible to social, recreational, educational, commercial and health facilities and services and other municipal facilities and services equivalent to those found in neighborhoods consisting largely of unassisted similar units; and
- Be located so that travel time and cost via public transportation of private automobile from the neighborhood to places of employment is not excessive.

C. New Construction Site and Neighborhood Standards (24 CFR 983.57(e))

The HAJ will not enter into an agreement to enter into a HAP contract nor enter into a HAP contract for new construction housing until it has determined the site meets the following HUD required site and neighborhood standards:

- The site must be adequate in size, exposure and contour to accommodate the number and type of units proposed;
- The site must have adequate utilities and streets available to service the site;
- The site must not be located in an area of minority concentration unless the HAJ determines that sufficient, comparable opportunities exist for housing for minority concentration or that the project is necessary to meet overriding housing needs that cannot be met in that housing market area;
- The site must not be located in a racially mixed area if the project will cause a significant increase in the proportion of minority to non-minority residents in the area;
- The site must promote a greater choice of housing opportunities and avoid undue concentration of assisted persons in areas containing a high proportion of low-income persons;
- The neighborhood must not be one that is seriously detrimental to family life or in which substandard dwellings or other undesirable conditions predominate;
- The housing must be accessible to social, recreational, educational, commercial and health facilities and services and other municipal facilities and services equivalent to those found in neighborhoods consisting largely of unassisted similar units; and
- Except for housing designed for elderly persons, the housing must be located so that travel time and cost via public transportation or private automobile from the neighborhood to places of employment is not excessive.

VII. HOUSING AUTHORITY OF JOLIET POLICY RE: ENVIRONMENTAL REVIEW POLICY (24 CFR 983.58)

The HAJ activities under the PBV Program are subject to HUD environmental regulations in 24 CFR parts 50 and 58. The *responsible entity* is responsible for performing the federal environmental review under the National Environmental Policy Act of 1969 (42 U.S.C. 4321 et seq.). The HAJ will not enter into an agreement to enter into a HAP contract nor enter into a HAP contract until it has complied with the environmental review requirements.

In the case of existing housing, the responsible entity that is responsible for the environmental review under 24 CFR part 58 must determine whether or not PBV assistance is categorically excluded from review under the National Environmental Policy Act and whether or not the assistance is subject to review under the laws and authorities listed in 24 CFR 58.5.

The HAJ will not enter into an agreement to enter into a HAP contract or HAP contract with an owner, and the HAJ, the owner, and its contractors may not acquire, rehabilitate, convert, lease, repair, dispose of, demolish, or construct real property or commit or expend program or local funds for PBV activities under this part, until the environmental review is completed.

The HAJ will supply all available, relevant information necessary for the responsible entity to perform any required environmental review for any site. The HAJ will require the owner to carry out mitigating measures required by the responsible entity (or HUD, if applicable) as a result of the environmental review.

VIII. HOUSING AUTHORITY OF JOLIET POLICY RE: DWELLING UNITS POLICY

A. Housing Quality Standards (24 CFR 983.101)

The Housing Quality Standards (HQS) for the Tenant Based Program approved by the Housing Authority of Joliet and included in the Section 8 Housing Choice Voucher Program Administrative Plan apply to the PBV Program.

B. Housing Accessibility for Persons with Disabilities

The HAJ will assure that units approved under this PBV Program complies with program accessibility requirements of Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and implementing regulations at 24 CFR part 8. The HAJ will ensure that the percentage of accessible dwelling units complies with the requirements of Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as implemented by HUD's regulations at 24 CFR 8, subpart C.

Housing first occupied after March 13, 1991, will also comply with design and construction requirements of the Fair Housing Amendments Act of 1988 and implementing regulations at 24 CFR 100.205, as applicable. (24 CFR 983.102)

C. Inspecting Units Policy

1. Pre-selection Inspection (24 CFR 983.103(a))

The HAJ will examine the proposed site before the proposal selection date. If the units to be assisted already exist, the HAJ must inspect all the units before the proposal selection date and must determine whether the units substantially comply with HQS. To qualify as existing housing units must substantially comply with HQS on the proposal selection date. However, the HAJ will not execute the HAP contract until the units fully comply with HQS.

2. Pre-HAP Contract Inspections (24 CFR 983.103(b))

The HAJ will inspect each contract unit before execution of the HAP contract. The HAJ will not enter into a HAP contract covering a unit until the unit fully complies with HQS.

3. Turnover Inspections (24 CFR 983.103(c))

Before providing assistance to a new family in a contract unit, the HAJ will inspect the unit. The HAJ will not provide assistance on behalf of the family until the unit fully complies with HQS.

4. Annual Inspections (24 CFR 983.103(d))

At least annually during the term of the HAP contract, the HAJ will inspect a random sample, consisting of at least 20 percent of the contract units in each building to determine if the contract units and the premises are maintained in accordance with HQS. Turnover inspections are not counted toward meeting this annual inspection requirement.

If more than 20 percent of the annual sample of inspected contract units in a building fails the initial inspection, the PHA must reinspect 100 percent of the contract units in the building

5. Other Inspections (24 CFR 983.103(e))

The HAJ will inspect contract units whenever needed to determine hat the contract units comply with HQS and that the owner is providing maintenance, utilities and other services in accordance with the HAP contract. The HAJ will take into account complaints and nay other information coming to its attention in scheduling inspections.

The HAJ will conduct follow-up inspections needed to determine if the owner (or, if applicable, the family) has corrected an HQS violation and must conduct inspections to determine the basis for exercise of contractual and other remedies for owner or family violation of HQS.

In conducting HAJ supervisory quality control HQS inspections, the HAJ will include a representative sample of both tenant based and project based units.

6. Inspecting PHA Owned Units (24 CFR 983.103(f))

In the case of HAJ owned units, the inspections must be performed by an independent entity designated by the HAJ and approved by HUD. The independent entity must furnish a copy of each inspection report to the HAJ and to the HUD field office where the project is located. The HAJ must take all necessary actions in response to inspection reports from the independent agency, including exercise of contractual remedies for violation of the HAP contract by the HAJ owner.

IX. HOUSING AUTHORITY OF JOLIET POLICY RE: REHABILITATED AND NEWLY CONSTRUCTED UNITS POLICY

A. Agreement to Enter into HAP Contract

In order to offer PBV assistance in rehabilitated or newly constructed units, the HAJ will enter into an agreement to enter into HAP contract (Agreement) with the owner of the property. The Agreement must be in the form required by HUD (24 CFR 983.152(a)).

In the Agreement the owner agrees to develop the PBV contract units to comply with HQS, and the HAJ agrees that upon timely completion of such development in accordance with the terms of the Agreement, the HAJ will enter into a HAP contract with the owner for the contract units (24 CFR 983.152(b)).

1. Content of the Agreement (24 CFR 983.152(c))

At a minimum, the Agreement included in **Exhibit __** describes the following features of the housing to be developed and assisted under the PBV Program:

- Site and the location of the contract units;
- Number of contract units by area (size) and number of bedrooms and bathrooms;
- Services, maintenance or equipment to be supplied by the owner without charges in addition to the rent;

- Utilities available to the contract units, including a specification of utility services to be paid by the owner and utility services to be paid by the tenant;
- An indication of whether or not the design and construction requirements of the Fair Housing Act and Section 504 of the Rehabilitation Act of 1973 apply to units under the Agreement. If applicable, any required work item resulting from these requirements must be included in the description of work to be performed under the Agreement;
- Estimated initial rents to owner for the contract units;
- Description of the work to be performed under the Agreement. For rehabilitated units, the description must include the rehabilitation work write up and, where determined necessary by the HAJ, specifications and plans. For new construction units, the description must include the working drawings and specification.
- Any additional requirements for quality, architecture or design over and above HQS.

2. Execution of the Agreement (24 CFR 983.153)

The HAJ will enter into the Agreement with the owner within 10 business days of receiving both environmental approval and notice that subsidy layering requirements have been met, and before construction or rehabilitation work is started.

B. Conduct of Development Work Policy

1. Labor Standards (24 CFR 983.154(b))

If an Agreement covers the development of nine or more contract units (whether or not completed in stages), the owner and the owner's contractors and subcontractors must pay Davis-Bacon wages to laborers and mechanics employed in the development of housing. The HUD-prescribed form of the Agreement will include the labor standards clauses required by HUD, such as, those involving Davis-Bacon wage rates.

The owner, contractors and subcontractors must also comply with the Contract Work Hours and Safety Standards Act, Department of Labor regulations in 29 CFR part 5, and other applicable federal labor relations laws and regulations. The HAJ will monitor compliance with labor standards.

2. Equal Opportunity (24 CFR 983.154(c))

The owner must comply with Section 3 of the Housing and Urban Development Act of 1968 and the implementing regulations at 24 CFR part 135. The owner must also comply with federal equal employment opportunity requirements.

3. Owner Disclosure (24 CFR 983.154(d) and (e))

The Agreement and HAP contract includes a certification by the owner that the owner and other project principals are not on the U.S. General Services Administration list of parties excluded from federal procurement and non-procurement programs.

The owner must also disclose any possible conflict of interest that would be a violation of the Agreement, the HAP contract or HUD regulations.

C. Completion of Housing

The Agreement specifies the deadlines for completion of the housing and the owner must develop and complete the housing in accordance with these deadlines. The Agreement also specifies the deadline for submission by the owner of the required evidence of completion.

1. Evidence of Completion (24 CFR 983.155(b))

At a minimum, the owner must submit the following evidence of completion to the HAJ in the form and manner required by the HAJ:

- Owner certification that the work has been completed in accordance with HQS and all requirements of the Agreement;
- Owner certification that the owner has complied with labor standards and equal opportunity requirements in development of the housing; and
- The HAJ will also determine the need for the owner to submit additional documentation as evidence of housing completion on a case-by-case basis depending on the nature of the PBV project. The HAJ will specify any additional documentation requirements in the Agreement to enter into HAP contract.

2. HAJ Acceptance of Completed Units (24 CFR 983.156)

Upon notice from the owner that the housing is completed, the HAJ will inspect to determine if the housing has been completed in accordance with the Agreement, including compliance with HQS and any additional requirements imposed under the Agreement. The HAJ will also determine if the owner has submitted all required evidence of completion.

If the work has not been completed in accordance with the Agreement, the HAJ will not enter into the HAP contract.

If the HAJ determines the work has been completed in accordance with the Agreement and that the owner has submitted all required evidence of completion, the HAJ will submit the HAP contract for execution by the owner and must then execute the HAP contract.

X. HOUSING AUTHORITY OF JOLIET POLICY RE: HOUSING ASSISTANCE PAYMENTS CONTRACT (HAP) POLICY

A. HAP Contract Requirements Contract Information (24 CFR 983.203)

The HAP contract must specify the following information:

- The total number of contract units by number of bedrooms;
- The project's name, street address, city or county, state and zip code, block and lot number (if known), and any other information necessary to clearly identify the site and the building;
- The number of contract units in each building, the location of each contract unit, the area of each contract unit and the number of bedrooms and bathrooms in each contract unit;
- Services, maintenance and equipment to be supplied by the owner and included in the rent to owner;
- Utilities available to the contract units, including a specification of utility services to be paid by the owner (included in rent) and utility services to be paid by the tenant;
- Features provided to comply with program accessibility requirements of Section 504 of the Rehabilitation Act of 1973 and implementing regulations at 24 CFR part 8;
- The HAP contract term;
- The number of units in any building that will exceed the 25 percent per building cap, which will be set-aside for occupancy by qualifying families; and
- The initial rent to owner for the first 12 months of the HAP contract term.

1. Execution of the HAP Contract Policy (24 CFR 983.204)

The HAJ will not enter into a HAP contract until each contract unit has been inspected and the HAJ has determined that the unit complies with the Housing Quality Standards (HQS). For existing housing, the HAP contract must be executed promptly after the HAJ selects the owner proposal and inspects the housing units. For newly constructed or rehabilitated housing the HAP contract will be executed after the HAJ has inspected the completed units and has determined that the units have been completed in accordance with the agreement to enter into HAP, and the owner furnishes all required evidence of completion.

For existing housing, the HAP contract will be executed within 10 business days of the HAJ determining that all units pass HQS.

For rehabilitated or newly constructed housing, the HAP contract will be executed within 10 business days of the HAJ determining that the units have been completed in accordance with the agreement to enter into HAP, all units meet HQS and the owner has submitted all required evidence of completion.

2. Term of HAP Contract Policy (24 CFR 983.205)

The HAJ will enter into a HAP contract with an owner for an initial term of no less than one year and no more than ten years.

The term of all PBV HAP contracts will, therefore, be negotiated with the owner on a case-by-case basis.

Within one year before expiration of the HAP contract, the HAJ will extend the term of the contract for an additional term of up to five years if the HAJ determines an extension is appropriate to continue providing affordable housing for low-income families. Subsequent extensions are subject to the same limitations. All extensions must be on the form and subject to the conditions prescribed by HUD at the time of the extension.

When determining whether or not to extend an expiring PBV contract, the PHA will consider several factors including, but not limited to:

The cost of extending the contract and the amount of available budget authority;
The condition of the contract units;
The owner's record of compliance with obligations under the HAP contract and lease(s);

Whether the location of the units continues to support the goals of deconcentrating poverty and expanding housing opportunities; and
Whether the funding could be used more appropriately for tenant based assistant.

3. Termination by HAJ (24 CFR 983.205(c))

The HAP contract provides that the term of the HAJ's contractual commitment is subject to the availability of sufficient appropriated funding as determined by HUD or by the HAJ in accordance with HUD instructions. For these purposes, sufficient funding means the availability of appropriations, and of funding under the ACC from such appropriations, to make full payment of housing assistance payments payable to the owner for any contract year in accordance with the terms of the HAP contract.

If it is determined that there may not be sufficient funding to continue housing assistance payments for all contract units and for the full term of the HAP contract, the HAJ may terminate the HAP contract by notice to the owner. The termination must be implemented in accordance with HUD instructions.

4. Termination by Owner (24 CFR 983.205(d))

If in accordance with program requirements the amount of rent to any contract unit is reduced below the amount of the rent to owner at the beginning of the HAP contract term, the owner may terminate the HAP contract by giving notice to the HAJ. In this case, families living in the contract units must be offered tenant based assistance.

5. Remedies for HQS Violations (24 CFR 983.207(b))

The HAJ will abate and terminate PBV HAP contracts for non-compliance with HQS in accordance with the policies used in the Tenant Based Voucher Program. These policies are contained in Enforcing Owner Compliance.

B. Amendments to the HAP Contract

1. Substitution of Contract Units (24 CFR 983.206(a))

At the HAJ's discretion and subject to all PBV requirements, the HAP contract may be amended to substitute a different unit with the same number of bedrooms in the same building for a previously covered contract unit. Before any such substitution can take place, the HAJ will inspect the proposed unit and determine the reasonable rent for the unit.

2. Addition of Contract Units (24 CFR 983.206(b))

The HAJ will consider adding contract units to the HAP contract when the HAJ determines that additional housing is needed to serve eligible low-income families. Circumstances may include, but are not limited to:

The local housing inventory is reduced due to a disaster (either due to loss of housing units, or an influx of displaced families); and

Voucher holders are having difficulty finding units that meet program requirements.

C. HAP Contract Year, Anniversary and Expiration Dates (24 CFR 983.206(c) and 983.302(e))

It is the policy of the HAJ that the HAP contract year is the period of 12 calendar months preceding each annual anniversary of the HAP contract during the HAP contract term. The initial contract year is calculated from the first day of the first calendar month of the HAP contract term.

The annual anniversary of the HAP contract is the first day of the first calendar month after the end of the preceding contract year.

There is a single annual anniversary and expiration date for all units under a particular HAP contract, even in cases where contract units are placed under the HAP contract in stages (on different dates) or units are added by amendment. The anniversary and expiration dates for all units coincide with the dates for the contract units that were originally placed under contract.

D. Owner Responsibilities Under the HAP (24 CFR 983.209)

It is the policy of the HAJ that when the owner executes the HAP contract she/he certifies that at such execution and at all times during the term of the HAP contract:

- All contract units are in good condition and the owner is maintaining the premises and contract units in accordance with HQS;
- The owner is providing all services, maintenance, equipment and utilities as agreed to under the HAP contract and the leases;
- Each contract unit for which the owner is receiving HAP, is leased to an eligible family referred by the HAJ, and the lease is in accordance with the HAP contract and HUDE requirements;
- To the best of the owner's knowledge the family resides in the contract unit for which the owner is receiving HAP , and the unit is the family's only residence;

- The owner (including a principal or other interested party) is not the spouse, parent, child, grandparent, grandchild, sister, or brother of any member of a family residing in a contract unit;
- The amount of the HAP the owner is receiving is correct under the HAP contract;
- The rent for contract units does not exceed rents charged by the owner for comparable unassisted units;
- Except for HAP and tenant rent, the owner has not received and will not receive any other payment or consideration for rental of the contract unit; and
- The family does not own or have any interest in the contract unit.

E. Additional HAP Requirements

1. Housing Quality and Design Requirements (24 CFR 983.101(e) and 983.207(a))

The owner is required to maintain and operate the contract units and premises in accordance with HQS, including performance of ordinary and extraordinary maintenance. The owner must provide all the services, maintenance, equipment and utilities specified in the HAP contract with the HAJ and in the lease with each assisted family. In addition, maintenance, replacement and redecoration must be in accordance with the standard practice for the building as established by the owner.

The HAJ will identify the need for any special features on a case-by-case basis depending on the intended occupancy of the PBV project. The HAJ will specify any special design standards or additional requirements in the invitation for PBV proposals, the agreement to enter into HAP contract and the HAP contract.

2. Vacancy Payments (24 CFR 983.352(b))

The HAJ will decide on a case-by-case basis if the HAJ will provide vacancy payments to the owner. The HAP contract with the owner will contain any such agreement, including the amount of the vacancy payment and the period for which the owner will qualify for these payments.

XI. HOUSING AUTHORITY OF JOLIET POLICY RE: SELECTION OF PBV PROGRAM PARTICIPANTS POLICY

A. Eligibility for PBV Assistance (24 CFR 983.251(a) and (b))

The HAJ will select families for the PBV Program from those who are participants in the HAJ's Tenant Based Voucher Program and from those who have applied for admission to the voucher program. For voucher participants, eligibility was determined at original admission to the voucher program and does not need to be redetermined at the commencement of PBV assistance. For all others, eligibility for admission must be determined at the commencement of PBV assistance.

Applicants for PBV assistance must meet the same eligibility requirements as applicants for the Tenant Based Voucher Program. Applicants must qualify as a family as defined by HUD and the HAJ, have income at or below HUD-specified income limits, and quality on the basis of citizenship or the eligible immigration status of family members (24 CFR 982.201(a) and 24 CFR 983.2(a)). In addition, an applicant family must provide social security information for family members (24 CFR 5.216 and 5.218) and consent to the HAJ collection and use of family information regarding income, expenses and family composition (24 CFR 5.230). An applicant family must also meet HUD requirements related to current or past criminal activity.

The HAJ will determine an applicant family's eligibility for the PBV Program in accordance with the policies in Chapter 2 of this Housing Choice Voucher Administrative Plan.

B. In-Place Families (24 CFR 983.251(b))

An eligible family residing in a proposed PBV contract unit on the date the proposal is selected by the HAJ is considered an "in-place family". These families are afforded protection from displacement under the PBV rule. If a unit to be placed under contract (either an existing unit or a unit requiring rehabilitation) is occupied by an eligible family on the date the proposal is selected, the in-place family must be placed on the HAJ's waiting list. Once the family's continued eligibility is determined (the HAJ may deny assistance to an in-place family for the grounds specified in 24 CFR 982.552 and 982.553), the family must be given an absolute selection preference and the HAJ must refer these families to the project owner for an appropriately sized PBV unit in the project. Admission of eligible in-place families is not subject to income targeting requirements.

This policy protection from displacement does not apply to families that are not eligible to participate in the program on the proposal selection date.

C. Organization of the Waiting List (24 CFR 983.251(c))

The HAJ will establish and manage separate waiting lists for individual projects or buildings that are receiving PBV assistance. The HAJ currently has waiting lists for the following PBV Projects:

NONE

D. Selection From the Waiting List (24 CFR 983.251(c))

Applicants who will occupy units with PBV assistance must be selected from the HAJ's waiting list. The HAJ will establish selection criteria or preferences for occupancy of particular PBV units. The HAJ will place families referred by the PBV owner on its PBV waiting list.

1. Income Targeting (24 CFR 983.251(c)(6))

At least 75 percent of the families admitted to the HAJ Tenant Based and Project Based Voucher Programs during the HAJ fiscal year from the waiting list must be extremely low income families. The income targeting requirement applies to the total of admissions to both programs.

2. Units with Accessibility Features (24 CFR 983.251(c)(7))

When selecting families to occupy PBV units that have special accessibility features for person with disabilities, the HAJ will first refer families who require such features to the owner.

3. Preferences (24 CFR 983.251(d))

The HAJ will provide a selection preference when required by the regulation (e.g., eligible in-place families, qualifying families for "excepted units", mobility impaired persons for accessible units). The HAJ will not offer any additional preferences for the PBV program or for particular PBV projects or units.

E. Offer of PBV Assistance Policy

1. Refusal of Offer (24 CFR 983.251(e)(3))

The HAJ will not take any of the following actions against a family who has applied for, received, or refused an offer of PBV assistance:

- Refuse to list the applicant on the waiting list for tenant based voucher assistance;

- Deny any admission preference for which the applicant qualifies;
- Change the applicant's place on the waiting list based on preference, date and time of application, or other factors affecting selection under the HAJ's selection policy;
- Remove the applicant from the tenant based voucher waiting list.

2. Disapproval by Landlord (24 CFR 983.251(e)(2))

If a PBV owner rejects a family for admission to the owner's units, such rejection may not affect the family's position on the tenant based voucher waiting list.

3. Acceptance of Offer (24 CFR 983.252)

a. Family Briefing

When a family accepts an offer for PBV assistance, the HAJ will give the family an oral briefing. The briefing must include information on how the program works and the responsibilities of the family and owner. In addition to the oral briefing, the HAJ will provide a briefing packet that explains how the HAJ determines the total tenant payment for a family, the family obligations under the program and applicable fair housing information.

b. Persons with Disabilities

If an applicant family's head or spouse is disabled, the HAJ will assure effective communication, in accordance with 24 CFR 8.6, in conducting the oral briefing and in providing the written information packet. This will include making alternative formats available. In addition, the HAJ will have a mechanism for referring a family that includes a member with a mobility impairment to an appropriate accessible PBV unit.

c. Persons with Limited English Proficiency

The HAJ will take reasonable steps to assure meaningful access by persons with limited English proficiency in accordance with Title VI of the Civil Rights Act of 1964 and Executive Order 13116.

Language for Limited English Proficiency Persons (LEP) can be a barrier to accessing important benefits or services, understanding and exercising important rights, complying with applicable responsibilities, or understanding other information provided by through the Housing Choice Voucher Program. In certain circumstances, failure to ensure that LEP persons can effectively participate in or benefit from federally-assisted programs and activities may violate the prohibition under Title VI against discrimination on the basis of national origin. This part incorporates the Notice of Guidance to Federal Assistance Recipients Regarding Title VI Prohibition Affecting Limited English Proficient Persons, published December 19, 2003 in the *Federal Register.*

The HAJ will take affirmative steps to communicate with people who need services or information in a language other than English. These persons will be referred to as Persons with Limited English Proficiency (LEP).

LEP persons are defined as persons who do not speak English as their primary language and who have a limited ability to read, write, speak or understand English. For the purposes of this Administrative Plan, LEP persons are Housing Choice Voucher Program applicants and participant families, and parents and family members of applicants and participant families.

In order to determine the level of access needed by LEP persons, the HAJ will balance the following four factors: (1) the number or proportion of LEP persons eligible to be served or likely to be encountered by the Housing Choice Voucher Program; (2) the frequency with which LEP persons come into contact with the program; (3) the nature and importance of the program, activity, or service provided by the program to people's lives; and (4) the resources available to the HAJ and costs. Balancing these four factors will ensure meaningful access by LEP persons to critical services while not imposing undue administrative or financial burdens on the HAJ.

Oral Interpretation

At a hearing, within a court of law, or in situations in which health, safety, or access to important benefits and services are at stake, the HAJ will generally offer, or ensure that the family is offered through other sources, competent interpretation services free of charge to the LEP person.

Housing Authority of Joliet Policy re: Oral Interpretation LEP

The HAJ will analyze the various kinds of contacts it has with the public, to assess language needs and decide what reasonable steps should be taken. "Reasonable steps" may not be reasonable where the costs imposed substantially exceed the benefits.

Where feasible, the HAJ will make available bilingual staff to act as interpreters and translators. Where feasible and possible, the HAJ will identify and maintain a list of qualified community volunteers and agencies that provide interpreter services.

Where LEP persons desire, they will be permitted to use, at their own expense, an interpreter of their own choosing, in place of or as a supplement to the free language services offered by the HAJ. The interpreter may be a family member or friend.

Written Translation

Translation is the replacement of a written text from one language into an equivalent written text in another language.

Housing Authority of Joliet Policy re: Written Translation LEP

In order to comply with written-translation obligations, the HAJ will take the following steps:

The HAJ will provide written translation of vital documents for each eligible LEP language group that constitutes 5 percent or 1,000 persons, whichever is less, of the population of persons eligible to be served or likely to be affected or encountered. Translation of other documents, if needed, can be provided orally; or

If there are fewer than 50 persons in a language group that reaches the 5 percent trigger, the HAJ may not translate vital written materials, but will provide written notice in the primary language of the LEP language group of the right to receive competent oral interpretation of those written materials, free of cost.

Implementation Plan

After completing the four-factor analysis and deciding what language assistance services are appropriate, the HAJ shall determine whether it is necessary to develop a written implementation plan to address the identified needs of the LEP populations it serves.

If the HAJ determines that it is not necessary to develop a written implementation plan, the absence of a written plan does not obviate the underlying obligation to ensure meaningful access by LEP persons to the HAJ's Housing Choice Voucher Program and services.

Housing Authority of Joliet Policy re: Implementation

If it is determined that the Housing Authority of Joliet serves very few LEP persons, and the Housing Authority of Joliet has very limited resources, the Housing Authority of Joliet will not develop a written LEP plan, but will consider alternative ways to articulate in a reasonable manner a plan for providing meaningful access. Entities having significant contact with LEP persons, such as schools, grassroots and faith-based organizations, community groups, and groups working with new immigrants will be contacted for input into the process.

If the HAJ determines it is appropriate to develop a written LEP plan, the following five steps will be taken: (1) Identifying LEP individuals who need language assistance; (2) identifying language assistance measures; (3) training staff; (4) providing notice to LEP persons; and (5) monitoring and updating the LEP plan.

F. Owner Selection of Tenants

The owner is responsible for developing written tenant selection procedures that are consistent with the purpose of improving housing opportunities for very low income families and reasonable related to program eligibility and an applicant's ability to fulfill their obligations under the lease. An owner must promptly notify in writing any rejected applicant of the grounds for any rejection (24 CFR 983.253(b)).

1. Leasing (24 CFR 983.253(a))

During the term of the HAP contract, the owner must lease contract units to eligible families that are selected and referred by the HAJ from the HAJ's waiting list. The contract unit leased to the family must be the appropriate size unit for the size of the family, based on the HAJ's subsidy standards.

2. **Filling Vacancies (24 CFR 983.254(a))**

The owner must notify the HAJ in writing (mail, fax or email) within 5 business days of learning about any vacancy or expected vacancy.

The HAJ will make every reasonable effort to refer families to the owner within 10 business days of receiving such notice from the owner.

3. **Reduction of HAP Contract Units Due to Vacancies (24 CFR 983.254(b))**

If any contract units have been vacant for 120 days, the HAJ will give notice to the owner that the HAP contract will be amended to reduce the number of contract units that have been vacant for this period. The HAJ will provide the notice to the owner with 10 business days of the 120th day of the vacancy. The amendment to the HAP contract will be effective the 1st day of the month following the date of the HAJ's notice.

G. **Tenant Screening Policy (24 CFR 983.255)**

1. **Responsibility**

The HAJ will not conduct screening to determine a PBV applicant family's suitability for tenancy.

The HAJ will inform owners of their responsibility to screen prospective tenants, and will provide owners with the required known name and address information, at the time of the turnover HQS inspection or before. The HAJ will not provide any additional information to the owner, such as tenancy history, criminal history, etc.

2. **Owner Responsibility**

The owner is responsible for screening and selection of the family to occupy the owner's unit. When screening families the owner may consider a family's background with respect to the following factors:

- Payment of rent and utility bills;
- Caring for a unit and premises;
- Respecting the rights of other residents to the peaceful enjoyment of their housing;
- Drug-related criminal activity or other criminal activity that is a threat to the health, safety or property of others; and
- Compliance with other essential conditions of tenancy.

XII. HOUSING AUTHORITY OF JOLIET POLICY RE: OCCUPANCY POLICY

A. Lease (24 CFR 983.256)

The tenant must have legal capacity to enter a lease under State and Local law. *Legal capacity* means that the tenant is bound by the terms of the lease and may enforce the terms of the lease against the owner.

1. Form of Lease (24 CFR 983.256(b))

The tenant and the owner must enter into a written lease agreement that is signed by both parties. If an owner uses a standard lease form for rental units to unassisted tenants in the locality or premises, the same lease must be used for assisted tenants, except that the lease must include a HUD-required tenancy addendum. The tenancy addendum must include, word-for-word, all provisions required by HUD.

If the owner does not use a standard lease form for rental to unassisted tenants, the owner may use another form of lease, such as a PHA model lease.

The HAJ will review the owner's lease form to determine if the lease complies with State and Local law. If the HAJ determines that the lease does not comply with State or Local law, the HAJ may decline to approve the tenancy.

2. Lease Requirements (24 CFR 983.256(c))

The lease for a PBV unit must specify all of the following information:

- The names of the owner and the tenant;
- The unit rented (address, apartment number, if any, and any other information needed to identify the leased contract unit);
- The term of the lease (initial term and any provision for renewal);
- The amount of the tenant rent to owner, which is subject to change during the term of the lease in accordance with HUD requirements;
- A specification of the services, maintenance, equipment and utilities that will be provided by the owner; and
- The amount of any charges for food, furniture or supportive services.

3. **Tenancy Addendum (24 CFR 983.256(d))**

The tenancy addendum in the lease must state:

- The program tenancy requirements;
- The composition of the household as approved by HAJ (the names of family members and any HAJ-approved live-in aide);
- All provisions in the HUD-required tenancy addendum must be included in the lease. The terms of the tenancy addendum prevail over other provisions of the lease.

4. **Initial Term and Lease Renewal (24 CFR 983.256(f) and 983.257(b))**

The initial lease term must be for at least one year. Upon expiration of the lease, an owner may renew the lease, refuse to renew the lease for "good cause", or refuse to renew the lease without good cause. If the owner refuses to renew the lease without good cause, the HAJ will provide the family with a tenant based voucher and remove the unit from the PBV HAP contract.

5. **Changes in the Lease (24 CFR 983.256(e))**

If the tenant and owner agree to any change in the lease, the change must be in writing and the owner must immediately give the HAJ a copy of all changes.

The owner must notify the HAJ in advance of any proposed change in the lease regarding the allocation of tenant and owner responsibilities for utilities. Such changes may only be made if approved by the HAJ and in accordance with the terms of the lease relating to its amendment. The HAJ will redetermine reasonable rent, in accordance with program requirements, based on any change in the allocation of the responsibility for utilities between the owner and the tenant. The redetermined reasonable rent will be used in calculation of the rent to owner from the effective date of the change.

6. **Owner Termination of Tenancy (24 CFR 983.257)**

With to exceptions, the owner of a PBV unit may terminate tenancy for the same reasons an owner may in the tenant based voucher program. In the PBV program, terminating tenancy for "good cause" does not include doing so for a business or economic reason, or a desire to use the unit for personal or family use or other non-residential purpose.

7. **Non-Compliance with Supportive Services Requirement (24 CFR 983.257(c))**

If a family is living in a project based unit that is excepted from the 25 percent per building cap on project basing because of participation in a supportive services program (e.g., Family Self-Sufficiency), and the family fails to complete its supportive services requirement without good cause, such failure is grounds for lease termination by the owner.

8. **Tenant Absence from the Unit (24 CFR 983.256(g) and 982.312(a))**

The owner may specify in the lease a maximum period of tenant absence from the unit that is shorter than the maximum period permitted by HAJ policy. According to program requirements, the family's assistance must be terminated if they are absent from the unit for more than 180 consecutive days.

9. **Security Deposits (24 CFR 983.258)**

The HAJ will allow the owner to collect a security deposit amount the owner determines is appropriate.

When the tenant moves out of a contract unit, the owner, subject to State and Local law, may use the security deposit, including any interest on the deposit, in accordance with the lease, as reimbursement for any unpaid tenant rent, damages to the unit, or other amount sowed by the tenant under the lease.

The owner must give the tenant a written list of all items charged against the security deposit and the amount of each item. After deducting the amount used to reimburse the owner, the owner must promptly refund the full amount of the balance to the tenant.

If the security deposit does not cover the amount owed by the tenant under the lease, the owner may seek to collect the balance from the tenant. The HAJ has no liability or responsibility for payment of any amount owed by the family to the owner.

B. **Moves**

1. **Overcrowded, Under-Occupied and Accessible Units (24 CFR 983.259)**

The HAJ will notify the family and the owner of the family's need to move based on the occupancy of a wrong-size or accessible unit within 10 business days of the HAJ's determination. The HAJ will offer the family the following types of continued assistance in the following order, based on the availability of assistance.

PBV assistance in the same building or project;
PBV assistance in another project; and
Tenant based voucher assistance.

When the HAJ offers a family another form of assistance that is not a tenant based voucher, the family will be given 30 days from the date of the offer to accept the offer and move out of the PBV unit. If the family does not move out within this 30 day time frame, the HAJ will terminate the housing assistance payments at the expiration of this 30 day period.

The HAJ will make exceptions to this 30 day period, if needed, for reasons beyond the family's control, such as, death, serious illness or other medical emergency of a family member.

2. Family Right to Move (24 CFR 983.260)

The family may terminate the lease at any time after the first year of occupancy. The family must give advance written notice to the owner in accordance with the lease and provide a copy of such notice to the HAJ. If the family wishes to move with continued tenant based assistance, the family must contact the HAJ to request the rental assistance prior to providing notice to terminate the lease.

If the family terminates the lease in accordance with these requirements, the HAJ will offer the family the opportunity for continued tenant based assistance, in the form of a voucher or other comparable tenant based rental assistance. If voucher or other comparable tenant based assistance is not immediately available upon termination of the family's lease in the PBV unit, the HAJ will give the family priority to receive the next available opportunity for continued tenant based assistance.

If the family terminates the assisted lease before the end of the first year, the family relinquishes the opportunity for continued tenant based assistance.

C. Exceptions to the Occupancy Cap (24 CFR 983.261)

The HAJ will not provide PBV assistance for excepted units.

XIII. HOUSING AUTHORITY OF JOLIET POLICY RE: DETERMINING RENT TO OWNER POLICY

A. Rent Limits (24 CFR 983.301)

Except for certain tax credit units (discussed below), the rent to owner will not exceed the lowest of the following amounts:

- An amount determined by the HAJ, not to exceed 110 percent of the applicable fair market rent (or any HUD-approved exception payment standard) for the unit bedroom size minus any utility allowance;
- The reasonable rent; or
- The rent requested by the owner.

1. Certain Tax Credit Units (24 CFR 983.301(c))

For certain tax credit units, the rent limits are determined differently than for other PBV units. These different limits apply to contract units that meet all of the following criteria:

- The contract unit receives a low income housing tax credit under the Internal Revenue Code of 1986;
- The contract unit is not located in a qualified census tract;
- There are comparable tax credit units of the same bedroom size as the contract unit in the same building, and the comparable tax credit units do not have any form of rental assistance other than the tax credit; and
- The tax credit exceeds a HAJ determined amount (not to exceed 110 percent of the fair market rent or any approved exception payment standard).

For contract units that meet all of these criteria, the rent to owner must not exceed the lowest of:

- The tax credit rent minus any utility allowance;
- The reasonable rent; or
- The rent requested by the owner.

2. Use of FMR's, Exception Payment Standards and Utility Allowances (24 CFR 983.301(f))

Upon written request by the owner, the HAJ will consider using the FMR or utility allowances in effect during the 30 day period before the start date of the HAP, or redetermination of rent. The owner must explain the need to use the previous FMR's or utility allowances and include documentation in support of the request. The HAJ will review and make a decision based on the circumstances and merit of each request.

In addition to considering a written request from an owner, the HAJ will decide to use the FMR or utility allowances in effect during the 30 day period before the start date of the HAP, or redetermination of rent, if the HAJ determines it is necessary due to HAJ's budgetary constraints.

3. **Redetermination of Rent (24 CFR 983.302)**

The HAJ will redetermine the rent to owner upon the owner's request or when there is a five percent or greater decrease in the published FMR.

a. **Rent Increase**

An owner's request for a rent increase must be submitted to the HAJ 60 days prior to the anniversary date of the HAP contract, and must include the new rent amount the owner is proposing.

The HAJ will not approve and the owner will not receive any increase of rent to owner until and unless the owner has complied with requirements of the HAP contract, including compliance with HQS. The owner will not receive any retroactive increase of rent for any period of noncompliance.

b. **Rent Decrease**

If there is a decrease in the rent to owner, as established in accordance with program requirements, such as, a change in the FMR or exception payment standard, or reasonable rent amount, the rent to owner must be decreased regardless of whether the owner requested a rent adjustment.

c. **Notice of Rent Change**

The HAJ will provide the owner with at least 30 days written notice of any change in the amount of rent to owner.

The rent to owner is redetermined by written notice by the HAJ to the owner specifying the amount of the redetermined rent. The HAJ notice of rent adjustment constitutes an amendment of the rent to owner specified in the HAP contract. He adjusted amount of rent to owner applies for the period of 12 months from the annual anniversary of the HAP contract.

4. PHA-owned Units (24 CFR 983-301(g))

For HAJ owned PBV units, the initial rent to owner and the annual redetermination of rent at the anniversary of the HAP contract are determined by the independent entity approved by HUD. The HAJ will use the rent to owner established by the independent entity.

B. Reasonable Rent (24 CFR 983-303)

At the time the initial rent is established and all times during the term of the HAP contract, the rent to owner for a contract unit may not exceed the reasonable rent for the unit as determined by the HAJ.

1. When Rent Reasonable Determinations are Required

The HAJ will redetermine the reasonable rent for a unit receiving PBV assistance whenever any of the following occur:

- There is a five percent or greater decrease in the published FMR in effect 60 days before the contract anniversary (for the unit sizes specified in the HAP contract) as compared with the FMR that was in effect one year before the contract anniversary date;
- The HAJ approves a change in the allocation of responsibility for utilities between the owner and the tenant;
- The HAP contract is amended to substitute a different contract unit in the same building; or
- There is any other change that may substantially affect the reasonable rent.

2. How to Determine Reasonable Rent

The reasonable rent of a unit receiving PBV assistance must be determined by comparison to rent for other comparable unassisted units. When making this determination, the HAJ will consider factors that affect market rent. Such factors include the location, quality, size, type and age of the unit, as well as, the amenities, housing services maintenance and utilities to be provided by the owner.

3. Comparability Analysis

For each unit, the comparability analysis must use at least three comparable units in the private unassisted market. This may include units in the premises or project that is receiving project based assistance. The analysis must show how the reasonable rent was determined, including major differences between the contract units and comparable unassisted units and must be retained by the HAJ. The comparability analysis may be performed by HAJ staff or by another qualified person or entity. Those who conduct these analyses or are involved in determining the housing assistance payment based on the analyses may not have any direct or indirect interest in the property.

4. HAJ-owned Units

For HAJ-owned units, the amount of the reasonable rent must be determined by an independent agency approved by HUD in accordance with PBV program requirements. The independent entity must provide a copy of the determination of reasonable rent for HAJ-owned units to the HAJ and to the HUD field office where the project is located.

5. Owner Certification of Reasonable Rent

By accepting each monthly housing assistance payment, the owner certifies that the rent to owner is not more than rent charged by the owner for other comparable unassisted units in the premises. At any time, the HAJ will require the owner to submit information on rents charged by the owner for other units in the premises or elsewhere.

C. Effect of Other Subsidy and Rent Control

In addition to the rent limits discussed in the Rent Limit Section, other restrictions may limit the amount of rent to owner in a PBV unit. In addition, certain types of subsidized housing are not even eligible to receive PBV assistance (see the Prohibition of Assistance for Certain Units section).

1. Other Subsidy (24 CFR 983.304)

The HAJ will reduce the initial rent to owner because of other governmental subsidies, including tax credit or tax exemption, grants or other subsidized financing.

For units receiving assistance under the HOME Program, rents may not exceed rent limits as required by that program.

For units in any of the following types of federally subsidized projects, the rent to owner may not exceed the subsidized rent (basic rent) or tax credit rent as determined in accordance with requirement for the applicable federal program:

- An insured or non-insured Section 236 project;
- A formerly insured or non-insured Section 236 project that continues to receive Interest Reduction Payment following a decoupling action;
- A Section 221(d)(3) below market interest rate (BMIR) project;
- A Section 515 project of the Rural Housing Service;
- A project receiving low income housing tax credits;
- Any other type of federally subsidized project specified by HUD.

2. Combining Subsidy

Rent to owner will not exceed any limitation required to comply with HUD subsidy layering requirements.

3. Rent Control (24 CFR 983.305)

In addition to the rent limits set by PBV program regulations, the amount of rent to owner may also be subject to rent control or other limits under Local, State or Federal law.

XIV. HOUSING AUTHORITY OF JOLIET POLICY RE: PAYMENTS TO OWNER POLICY

A. Housing Assistance Payments (24 CFR 983.351)

During the term of the HAP contract, the HAJ will make housing assistance payments to the owner in accordance with the terms of the HAP contract. During the term of the HAP contract, payments will be made for each month that a contract unit complies with HQS and is leased to and occupied by an eligible family. The housing assistance payment will be paid to the owner on or about the first day of the month for which payment is due, unless the owner and the HAJ agree on a later date.

Except for discretionary vacancy payments, the HAJ will not make any housing assistance payment to the owner for any month after the month when the family moves out of the unit (even if household goods or property are left in the unit).

The amount of the housing assistance payment by the HAJ is the rent to owner minus the tenant rent (total tenant payment minus the utility allowance).

In order to receive housing assistance payments, the owner must comply with all provisions of the HAP contract. Unless the owner complies with all provisions of the HAP contract, the owner does not have a right to receive housing assistance payments.

B. Vacancy Payments (24 CFR 983.352)

If the HAJ determines that the owner is responsible for a vacancy and, as a result, is not entitled to keep the housing assistance payment, the HAJ will notify the landlord of the amount of housing assistance payment that the owner must repay. The HAJ will require the owner to repay the amount owed.

At the discretion of the HAJ, the HAP contract may provide for vacancy payments to the owner. The HAJ will only make vacancy payments if:

- The owner gives the HAJ prompt, written notice certifying that the family has vacated the unit and identifies the date when the family moved out (to the best of the owner's knowledge);
- The owner certifies that the vacancy is not the fault of the owner and that the unit was vacant during the period for which payment is claimed;
- The owner certifies that it has taken every reasonable action to minimize the likelihood and length of vacancy; and
- The owner provides any additional information required and requested by the PHA to verify that the owner is entitled to the vacancy payment.

If an owner's HAP contract calls for vacancy payments to be made, and the owner wishes to receive vacancy payments, the owner must have properly notified the HAJ of the vacancy in accordance with the policy regarding filling vacancies.

In order to a vacancy payment request to be considered, it must be made within 10 business days of the end of the period for which the owner is requesting the vacancy payment. The request must include the required owner certifications and the HAJ will require the owner to provide documentation to support the request. If the owner does not provide the information requested by the HAJ within 10 business days of the HAJ's request, no vacancy payments will be made.

C. Tenant Rent to Owner Policy (24 CFR 983.353)

The tenant rent is the portion of the rent to owner paid by the family. The amount of tenant rent is determined by the HAJ in accordance with HUD requirements. Any changes in the amount of tenant rent will be effective on the date state in the HAJ notice to the family and owner.

The family is responsible for paying the tenant rent (total tenant payment minus the utility allowance). The amount of the tenant rent determined by the HAJ is the maximum amount the owner may charge the family for rental of a contract unit. The tenant rent covers all housing services, maintenance, equipment and utilities to be provided by the owner. The owner may not demand or accept any rent payment from the tenant in excess of the tenant rent as determined by the HAJ. The owner must immediately return any excess payment to the tenant.

1. Tenant and PHA Responsibilities

The family is not responsible for the portion of rent to owner that is covered by the housing assistance payment and the owner may not terminate the tenancy of an assisted family for nonpayment by the HAJ.

Likewise, the HAJ is responsible only for making the housing assistance to the owner in accordance with the HAP contract. The HAJ is not responsible for paying tenant rent, or any other claim by the owner, including damage to the unit. The HAJ will not use housing assistance payments or other program funds (including Administrative Fee Reserves) to pay any part of the tenant rent or other claim by the owner.

2. Utility Reimbursements

If the amount of the utility allowance exceeds the total tenant payment, the HAJ will pay the amount of such excess to the tenant as a reimbursement for tenant-paid utilities, and the tenant rent to the owner must be zero.

The HAJ will make utility reimbursements to the family.

D. Other Fees and Charges Policy (24 CFR 983.354)

1. Meals and Supportive Services

With the exception of PBV assistance in assisted living developments, the owner may not require the tenant to pay charges for meals or supportive services. Non-payment of such charges is not grounds for termination of tenancy.

In assisted living developments receiving PBV assistance, the owner may charge for meals or supportive services. These charges may not be included in the rent to owner, nor may the value of meals and supportive services be included in the calculation of the reasonable rent. However, non-payment of such charges is grounds for termination of the lease by the owner in an assisted living development.

2. Other Charges by Owner

The owner may not charge extra amounts for items customarily included in rent in the locality or provided at no additional cost to unsubsidized tenants in the premises.

HOUSING AUTHORITY OF JOLIET

IL06-P024

Most Recent Board-Approved Operating Budget

HUD-52564
OPERATING BUDGET

HUD-52564-2007A

ORIGINAL BUDGET FOR FYE 2007

U.S. DEPARTMENT OF HOUSING and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0026(exp. 6/30/2001)
File Name: HUD-52564-2007A

See page four for insturctions and the Public reporting burden statement

a. Type of Submission
[X] Original [ ] Revision No.:_____

b. Fiscal Year Ending
06/30/2007

c. No. of months(check one)
[X] 12 mo. [ ] Other(specify)____

d. Type of HUD assisted project(s)
01 [X] PHA?IHA-Owned Rental Housing
02 [ ] IHA Owned Mutual Help Homeownership
03 [ ] PHA?IHA Leased Rental Housing
04 [ ] PHA?IHA Owned Turnkey III Homeownership
05 [ ] PHA?IHA Leased Homeownership

e. Name of Public Housing Agency/ Indian Housing Authority (PHA?IHA)
HOUSING AUTHORITY OF JOLIET

f. Address (City, State, zip code)
6 SOUTH BROADWAY STREET
JOLIET, IL. 60436

g. ACC Number
C 1021

h. PAS/LOCCS Project No.
IL02400107J

I. HUD Field Office
CHICAGO, IL. 60606

j. No. of Dwelling U
1094

k. No. of Unit Months Available
13128

m. No. of Projects
6

Line No.	Account Number	Description (1)	Actuals Last Fisacl Year Yr. 2005 PUM (2)	[X] Est'd [ ]or Actual Cur. Budget Yr. 2006 PUM (3)	Requested Budget Estimates: PHA/IHA Esitmates PUM (4)	PHA/IHA Esitmates FYE 6/30/2007 Amount (to nearest $10) (5)	HUD MODIFICATIONS PUM (6)	HUD MODIFICATIONS Amount (to nearest $10) (7)
Homebuyers Monthly Payments for								
010	7710	Operating Expense						
020	7712	Earned Home Payments						
030	7714	Nonroutine Maintenance Reserve						
040		**Total Break-Even Amount (sum of lines 010,020 and 030)**						
050	7716	Excess (or deficit) in Break-Even						
060	7790	Homebuyers Monthly Payments - Contra						
Operating Receipts								
070	3110	Dwelling Rental	$ 169.56	$ 169.74	$ 190.50	$ 2,500,877	$ -	$ -
080	3120	Excess Utilities			$ -	$ -	$ -	$ -
090	3190	Nondwelling Rental	$ 4.43	$ 4.53	$ 5.24	$ 68,756	$ -	$ -
100		**Total Rental Income (sum of lines 070,080 and 090)**	$ 173.99	$ 174.27	$ 195.74	$ 2,569,633	$ -	$ -
110	3610	Interest on General Fund Investments	$ 0.80	$ 0.80	$ 0.86	$ 11,244	$ -	$ -
120	3690	Other Income	$ 4.76	$ 4.76	$ 42.46	$ 557,418	$ -	$ -
130		**Total Operating Income (sum of lines 100,110 and 120)**	$ 179.55	$ 179.83	$ 239.05	**$ 3,138,295**	$ -	$ -
Operating Expenditures - Administration								
140	4110	Administrative Salaries	$ 59.25	$ 61.90	$ 56.10	$ 736,452	$ -	$ -
150	4130	Legal Expense	$ 5.49	$ 5.49	$ 7.62	$ 100,000	$ -	$ -
160	4140	Staff Training	$ 2.60	$ 2.60	$ 3.81	$ 50,004	$ -	$ -
170	4150	Travel	$ 0.44	$ 0.44	$ 1.22	$ 16,009	$ -	$ -
180	4170	Accounting Fees	$ 0.03	$ 0.03	$ 0.08	$ 1,030	$ -	$ -
190	4171	Auditing Fees	$ 0.57	$ 0.57	$ 0.65	$ 8,500	$ -	$ -
200	4190	Other Administrative Expenses	$ 9.12	$ 8.25	$ 18.04	$ 236,826	$ -	$ -
210		**Total Administrative Expense(sum of lines 140 thru 200)**	$ 77.50	$ 79.30	$ 87.51	**$ 1,148,821**	$ -	$ -
Tenant Services								
220	4210	Salaries	$ 6.98	$ 7.26	$ 4.66	$ 61,170	$ -	$ -
230	4220	Recreation, Publications & Other Services	$ 2.79	$ 2.79	$ 1.90	$ 24,953	$ -	$ -
240	4230	Contract Costs, Training & Other	$ 2.96	$ 2.94	$ 1.75	$ 23,000	$ -	$ -
250		**Total Tenant Services Expense(sum of lines 220,230 and 240)**	$ 12.73	$ 12.99	$ 8.31	**$ 109,123**	$ -	$ -
Utilities								
260	4310	Water	$ 15.52	$ 15.74	$ 13.12	$ 172,269	$ -	$ -
270	4320	Electricity	$ 19.13	$ 21.49	$ 22.14	$ 290,603	$ -	$ -
280	4330	Gas	$ 38.31	$ 42.67	$ 64.86	$ 851,430	$ -	$ -
290	4340	Fuel			$ -	$ -	$ -	$ -
300	4350	Labor	$ 3.61	$ 3.61	$ 3.61	$ 47,360	$ -	$ -
310	4390	Other Utilities Expenses	$ 0.38	$ 0.38	$ 0.40	$ 5,191	$ -	$ -
320		**Total Utilities Expense(sum of lines 260 thru 310)**	$ 76.95	$ 83.89	$ 104.12	**$ 1,366,853**	$ -	$ -

Previous editions are obsolete

Name of PHA?IHA: HOUSING AUTHORITY OF JOLIET

Fiscal Year Ending: 06/30/2007

Line No.	Account Number	Description (1)	Actuals Last Fisacl Year Yr. 2005 PUM (2)	[X] Est'd [ ]or Actual Cur. Budget Yr. 2006 PUM (3)	Requested Budget Estimates: PHA?IHA Esitmates PUM (4)	PHA?IHA Esitmates FYE 6/30/2007 Amount (to nearest $10) (5)	HUD MODIFICATIONS	HUD MODIFICATIONS Amount (to nearest $10)
Ordinary Maintenance & Operation								
330	4410	Labor	$ 100.32	$ 104.05	$ 100.60	$ 1,320,693	$ -	$ -
340	4420	Materials	$ 10.95	$ 11.29	$ 18.28	$ 239,960	$ -	$ -
350	4430	Contract Costs	$ 14.07	$ 15.71	$ 24.02	$ 315,366	$ -	$ -
360		**Total Ordinary Maintenance & Operation Exp.(lines 330 to 350)**	$ 125.34	$ 131.05	$ 142.90	**$ 1,876,019**	$ -	$ -
Protective Services								
370	4460	Labor	$ 5.46	$ 5.67	$ 5.90	$ 77,486	$ -	$ -
380	4470	Materials	$ 0.42	$ 0.42	$ 0.43	$ 5,614	$ -	$ -
390	4480	Contract Costs	$ 2.56	$ 2.78	$ 0.98	$ 12,925	$ -	$ -
400		**Total Protective Services Expense(sum of lines 370 to 390)**	$ 8.44	$ 8.87	$ 7.31	**$ 96,025**	$ -	$ -
General Expense								
410	4510	Insurance	$ 15.04	$ 26.14	$ 31.09	$ 408,090	$ -	$ -
420	4520	Payments in Lieu of Taxes	$ 9.70	$ 9.04	$ 9.16	$ 120,279	$ -	$ -
430	4530	Terminal Leave Payments				$ -		$ -
440	4540	Employee Benefit Contributions	$ 79.02	$ 84.12	$ 62.71	$ 823,238	$ -	$ -
450	4570	Collection Losses	$ 2.29	$ 2.55	$ 8.38	$ 110,000	$ -	$ -
460	4590	Other General Expense	$ 5.28	$ 5.28	$ 5.50	$ 72,250	$ -	$ -
470		**Total General Expense (sum of lines 410 to 460)**	$ 111.33	$ 127.13	$ 116.84	**$ 1,533,857**	$ -	$ -
480		**Total Routine Expense(sum of lines 210,250,320,360,400 & 470)**	$ 412.29	$ 443.23	$ 466.99	**$ 6,130,698**	$ -	$ -
Rent for Leased Dwellings								
490	4710	Rents to Owners of Leased Dwellings			$ -	$ -	$ -	$ -
500		**Total Operating Expense(sum of lines 480 & 490)**	$ 412.29	$ 443.23	$ 466.99	**$ 6,130,698**	$ -	$ -
Nonroutine Expenditures								
510	4610	Extraordinary Maintenance			$ -	$ -	$ -	$ -
520	7520	Replacement of Nonexpendable Equipment	$ -	$ -	$ -		$ -	
530	7540	Property Betterments and Additions			$ -	$ -	$ -	$ -
540		**Total Nonroutine Expenditures(sum of lines 510 to 530)**	$ -	$ -	$ -	$ -	$ -	$ -
550		**Total Operating Expenditures(sumof lines 500 & 540)**	$ 412.29	$ 443.23	$ 466.99	**$ 6,130,698**	$ -	$ -
Prior Year Adjustments								
560		Prior Year Adjustments Affecting Residual Receipts	$ -	$ -	$ -	$ -	$ -	$ -
Other Expenditures								
570		Deficiency in Residual Receipts at End of Preceding Fiscal Y	$ -	$ -	$ -	$ -	$ -	$ -
580		**Total Operating Expenditures, including prior year adjmnts & other expenditures(lines 550 + or - line 560 + line 570)**	$ 412.29	$ 443.23	$ 466.99	**$ 6,130,698**	$ -	$ -
590		**Residual Receipts(or Deficit) before HUD Contributions & provision for operating reserve(line 130 minus line 580)**	$ (232.74)	$ (263.40)	$ (227.94)	**$ (2,992,403)**	$ -	$ -
HUD Contributions								
600	8010	Basic Annual Contribution Earned- Leased Projects- Cur. Yr.						
610	8011	Prior Year Adjustments - (Debit) Credit						
620		**Total Basic Annual Contribution(line 600 + or - line 610)**						
630	8020	Contributions Earned-Op. Sub - Cur. Yr.(before year-end ad	$ 222.20	$ 254.98	$ 238.49	$ 3,130,860	$ -	$ -
640		Manditory PFS Adjustments(net)			$ -		$ -	$ -
650		Other (specify) ENERGY PERFORMANCE CONTR.	$ 12.06	$ 12.06	$ -	$ -	$ -	$ -
660		Other (specify) UNFUNED ADJMT	$ (4.45)	$ -	$ -		$ -	$ -
670		Total Year-end Adjmts/Other(+ or - lines 640 thru 660)	$ 7.61	$ 12.06	$ -	$ -	$ -	$ -
680	8020	Total Operating Subsidy-cur. Year(line 630 + or - line 670)	$ 229.81	$ 267.04	$ 238.49	$ 3,130,860	$ -	$ -
690		**Total HUD Contributions (sum of lines 620 and 680)**	$ 229.81	$ 267.04	$ 238.49	$ 3,130,860	$ -	$ -
700		Residual Receipts(or Deficit)(sum of line 590+ line 690) Enter here and on line 810	$ (2.93)	$ 3.64	$ 10.55	$ 138,457	$ -	$ -

Name of PHA?IHA	Fiscal Year Ending
HOUSING AUTHORITY OF JOLIET	06/30/2007

		Operating Reserve	PHA/IHA Estimates	HUD MODIFICATIONS
		Part I - Maximum Operating Reserve - End of Current Budget Year		
740	2821	**PHA?IHA-Leased Housing - Section 23 or 10(C)** 50% of line 480, column 5, form HUD-52564		

		Part II - Provision for and Estimated or Actual Operating Reserve at Fiscal Year End	FYE 6/30/2006	
780		Operating Reserve at End of Previous Fiscal Year - Actual for FYE 6/30/2005	$1,467,601.35	
790		Provision for Operating Reserve - Current Budget Year (date) 6/30/2006 [X] Estimated for FYE (check one) [ ] Actual for FYE	$ (38,496.00)	
800		Operating Reserve of Current Budget Year (date) [X] Estimated for FYE (check one) 6/30/2006 [ ] Actual for FYE	$1,429,105.35	
810		Provision for Operating Reserve - Requested Budget Year Estimated for FYE Enter Amount from line 700.	$ 138,457.00	
820		Operating Reserve at End of Requested Budget Year Estimated for FYE (date) (Sum of lines 800 and 810) 6/30/2007	$1,567,562.35	
830		Cash Reserve Requirement - _____% of line 480		

Comments

PERCENT OF MAXIMUM 51.14%

MAXIMUM $ 3,065,349

$ 3,065,349

PHA?IHA Approval **Name** _____

Title _____

Signature _____ **Date** _____

Field Office Approval **Name** _____

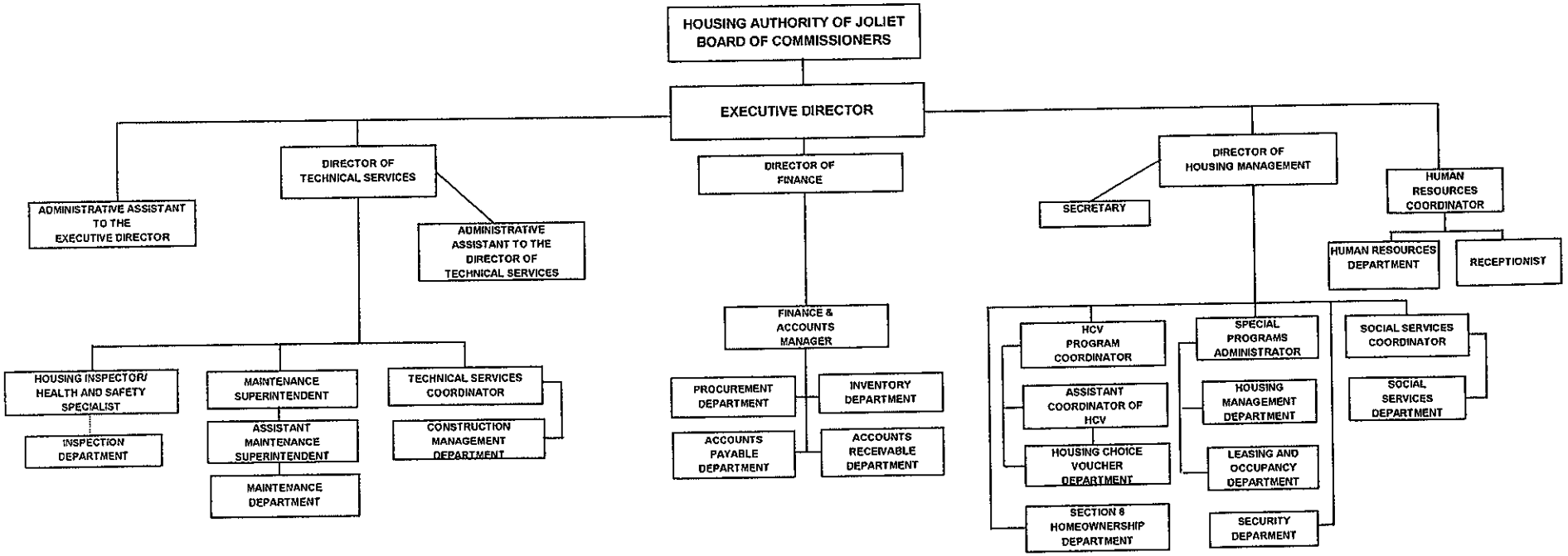
Title _____

Signature _____ **Date** _____

HOUSING AUTHORITY OF JOLIET

IL06-P024

Housing Authority of Joliet
Organizational Chart


HOUSING AUTHORITY OF JOLIET
BOARD OF COMMISSIONERS
EXECUTIVE DIRECTOR
ADMINISTRATIVE ASSISTANT TO THE EXECUTIVE DIRECTOR
DIRECTOR OF TECHNICAL SERVICES
ADMINISTRATIVE ASSISTANT TO THE DIRECTOR OF TECHNICAL SERVICES
HOUSING INSPECTOR/ HEALTH AND SAFETY SPECIALIST
INSPECTION DEPARTMENT
MAINTENANCE SUPERINTENDENT
ASSISTANT MAINTENANCE SUPERINTENDENT
MAINTENANCE DEPARTMENT
TECHNICAL SERVICES COORDINATOR
CONSTRUCTION MANAGEMENT DEPARTMENT
DIRECTOR OF FINANCE
FINANCE & ACCOUNTS MANAGER
PROCUREMENT DEPARTMENT
INVENTORY DEPARTMENT
ACCOUNTS PAYABLE DEPARTMENT
ACCOUNTS RECEIVABLE DEPARTMENT
DIRECTOR OF HOUSING MANAGEMENT
SECRETARY
HCV PROGRAM COORDINATOR
ASSISTANT COORDINATOR OF HCV
HOUSING CHOICE VOUCHER DEPARTMENT
SECTION 8 HOMEOWNERSHIP DEPARTMENT
SPECIAL PROGRAMS ADMINISTRATOR
HOUSING MANAGEMENT DEPARTMENT
LEASING AND OCCUPANCY DEPARTMENT
SECURITY DEPARMENT
SOCIAL SERVICES COORDINATOR
SOCIAL SERVICES DEPARTMENT
HUMAN RESOURCES COORDINATOR
HUMAN RESOURCES DEPARTMENT
RECEPTIONIST

11/29/2005

HOUSING AUTHORITY OF JOLIET

IL06-P024

Agency Resident Satisfaction Survey Follow-Up Plan

Housing Authority of Joliet
Resident Satisfaction Survey – FY2006 Follow Up Plan

BACKGROUND INFORMATION

As part of the FY2006 Public Housing Assessment System (PHAS) evaluation of the Housing Authority of Joliet, the U.S. Department of Housing and Urban Development (HUD) randomly selected 351 Housing Authority of Joliet resident households to receive the Resident Service and Satisfaction Survey (RASS). Of the HUD random sample, 120 resident households (37%) returned the survey to the Real Estate Assessment Center (REAC) for scoring purposes. The survey assisted HUD in determining resident perception of the Housing Authority in five operational areas:

	PHA Results	National Results
Maintenance and Repair	90.1%	86.9%
Communication	74.7%	73.8%
Safety	67.7%	77.9%
Resident Services	95.2%	90.9%
Neighborhood Appearance	71.7%	75.0%

Pursuant to a HUD PHAS program requirement to prepare a follow-up plan for categories that receive a score below 75.0%, the Housing Authority of Joliet has prepared a follow-up plan for the categories of Communication (74.7%), Safety (67.7%), and Neighborhood Appearance (71.7%) for inclusion into the FY2007 Agency Plan. The following narrative outlines the current programs and services the Housing Authority of Joliet has in place that addresses the concerns highlighted within the FY2006 Resident Service and Satisfaction Survey.

It is the Housing Authority of Joliet's goal to provide residents with affordable housing that is considered safe, decent, and sanitary. To ensure this concept, the Housing Authority of Joliet has been active in the identification of programs, professional partnerships and community resources to assist in providing residents with a quality living environment. With the assumption of continued funding streams, the Housing Authority of Joliet is committed to expanding the programs contained within this follow-up plan.

COMMUNICATION

This category's score (74.7%) exceeds that of the national average (73.8%). The results were influenced by the negative responses to four questions posed within the survey:

1. Do you think management provides you with information about maintenance and repair (for example, water shut-off, boiler shutdown, modernization activities)? *-23.4% avg*
2. Do you think management is responsive to your questions and concerns? *-21.5% avg*
3. Do you think management is courteous and professional with you? *-19.5% avg*
4. Do you think management is supportive of your resident/tenant organization? *-13.7% avg*

With regard to question one, those surveyed from family (general occupancy) housing developments responded much more negatively than from elderly/disabled occupied housing developments (-33.0% to -44.4% vs. -10.0 to -11.7%). To address this concern, the Housing Authority of Joliet offers the following:

Management-Resident Communication: Service Interruptions

If the Housing Authority of Joliet is notified in advance of any planned water shutoffs by the City of Joliet or electricity interruptions by Commonwealth Edison, a written notice is provided to residents of the affected housing development at least 24 hours in advance of the anticipated water shutoff period. With regard to Housing Authority of Joliet initiated service interruptions, i.e. boiler, electricity, water, and elevator shutdowns etc., a written notice is provided to residents of the affected housing development at least 24 hours in advance of the anticipated shutdown period.

Management-Resident Communication: Modernization Activities etc.

The Housing Authority of Joliet does provide residents with advance written notice regarding meetings, hearings, and public forums pertaining to the Capital Fund Program, Illinois Department of Human Services Teen REACH Program, social service programs, grant program applications, etc. well in advance of the scheduled event meeting(s) or the due date of any written comment period. Since Summer 2001, the Housing Authority of Joliet's Housing Management Division has published a monthly newsletter and a community calendar for distribution to every public housing program resident. The newsletter, specially designed for each housing development, contains the dates and times of regularly scheduled Housing Authority events and meetings; articles of interest for the season or month; identification of resident programs available within the community; agency policies/procedures that are being implemented and/or revised; and information regarding personal safety, budgeting, healthcare, etc. This practice shall continue throughout FY2007.

With regard to question two, residents from all housing developments responded equally in a negative manner (-17.8% to -24.2%). To address this concern, the Housing Authority of Joliet offers the following:

Management-Resident Communication: Responsive to Questions and Concerns

As a practice that will continue through FY2007, property managers are holding monthly on-site late-afternoon and/or early evening hour resident meetings. Property managers continually address issues related to dwelling lease compliance, litter and trash, vehicle parking and ownership policies, social service programs and community needs, resident responsibilities, pest extermination, pet policies, dwelling unit housekeeping inspections, reported noise violations, garbage/trash pick-up policies and procedures, personal safety and security, and dwelling unit or common grounds maintenance. Residents electing to attend the monthly meetings are provided with several opportunities to voice their concerns and address other issues they consider important to their household and/or housing development. All meeting dates are published within the monthly newsletter and

on the family site's community center lighted marquee for all residents to see in advance of the meeting date.

Additionally, on a monthly basis, the Public Housing Department holds a meeting with active Resident Council members. The purpose of this meeting is to listen to resident concerns and complaints and to provide immediate feedback to the Resident Council and the resident population with current and up-to-date information regarding the operation of the Housing Authority. The departments of Public Housing, Maintenance, Social Services, and Modernization attend this monthly meeting. It should be noted that Resident Council members from housing development IL24-001, IL24-002 and Il24-004 rarely attend the monthly meetings.

In December 2006, the Housing Authority will begin distributing exit surveys to residents who are opting to relocate/move-out of their assisted unit. The survey will question the reasons for the departure and measure the responsiveness and courtesy of management and maintenance personnel at each housing development and the main office. The exit survey will be utilized to determine where and why problems exist at particular housing developments so that management may address the needs of remaining residents and prevent future move-outs due to non-responsiveness on behalf of management/maintenance.

With regard to question three, a greater number of family (general occupancy) housing development residents felt that management was not courteous and/or professional with them. To address this concern, the Housing Authority of Joliet offers the following:

In January or February 2007, the Housing Authority will conduct an in-house training seminar with its Maintenance and Management staff regarding professional communication with residents and increased attention to customer service. The seminar, created by assisted housing industry leader Nan McKay and Associates, will provide employees with practical examples, exercises and self-assessment tools that will focus each employee on their own customer service and communication needs. The seminar is expected to increase employee awareness of how their behavior and communication skills impact the overall operation of the agency. The concepts associated with this seminar will then be incorporated into a customer service policy and cited within the Public Housing Program's ACOP.

With regard to question four, the Housing Authority of Joliet and its staff are extremely supportive of each housing development's Resident Council. Housing Authority administrators, property managers, and social service staff work closely together with Resident Councils to offer support and guidance and reassurance. To demonstrate support of resident organizations, the Housing Authority:

1. Provides a $1,500 annual budget authority to each active and registered housing development Resident Council. Resident Councils are required to spend the funds on site activities such as the implementation of youth and/or adult community parties, picnics, and dinners; Resident Council and resident population training; seed money to support a resident operated store/business for the use of housing development residents; refreshments for regularly scheduled Resident Council meetings; etc.

2. Provides resident organizations with agency staff to assist in establishing an active Resident Council; writing and adoption of current by-laws; and technical assistance in preparing budgets to expend the Resident Council's annual $1,500 budget authority and the annual HUD Resident Participation Fund set-aside.

3. Assists in scheduling and providing access to training opportunities for Resident Council officers. National resident organization conferences are regularly identified and at times partially subsidized by the Housing Authority so that resident officers may obtain the latest information regarding job training, strategic planning, meeting the needs of elderly residents, resident businesses, youth activities, entrepreneurial activities, insurance and retirement planning, homeownership opportunities, credit repair, and obtain first hand knowledge of the current state of public and assisted housing programs.

4. Provides a half-day seminar for new and returning Resident Council members to discuss the budget process and expenditure requirements associated with the FY2006 HUD Resident Participation Fund. This agency seminar is repeated annually each calendar year.

5. Provides flyers to Resident Councils that detail upcoming modernization projects prior to their start date at a particular housing development, so that Resident Councils are aware of the activity and may relay the information back to their resident population. The flyers offer a detailed description of the work to be performed as well as any specific instructions or information regarding how residents might be affected by the project.

SAFETY

This category's score (67.7%) reflects resident dissatisfaction with regard to their personal safety as a resident of the Housing Authority of Joliet. In most responses, the Housing Authority has "taken a beating," especially with the national average at (77.9%). Residents residing within the general occupancy housing developments of IL24-001, 002 and 003 viewed safety as a major concern within their unit, building, and parking lot areas. Bad exterior lighting, housing development location, resident attitude, police presence/response time, poor applicant screening, increased vacancies at their housing development, and ineffective management action against individuals who violate the dwelling lease agreement were reasons cited as contributing to crime at their housing developments.

Residents residing within the mixed-population occupancy housing development of IL24-004, IL24-005 and 006 viewed safety as a concern within their unit, building, and parking lot areas. Bad exterior lighting, resident attitude, poor applicant screening and ineffective management action against individuals who violate the dwelling lease agreement were reasons cited as contributing to crime at their housing developments. Residents of IL24-004 also included their housing development's location as a major reason for crime occurring at their housing development.

To address these concerns, the Housing Authority of Joliet offers the following:

Safety: Unit, Building, Parking Lot Areas (General Occupancy Housing Developments)

Originally anticipated for installation in early Spring 2006, the Housing Authority will finally begin the installation of mobile cameras within the general occupancy housing development of IL24-003 (Fairview Homes) within the month of December 2006. Multiple bullet and vandalism proof cameras will be mounted to light/telephone poles to wirelessly transmit and record, in real time, suspicious activity that is occurring at the property. The cameras can be operated by a mobile station (from a police car) or from a central location such as a 911 emergency center or the Housing Authority's own Administrative Office. Use of the cameras will assist management in identifying drug dealing locations, individuals and households that are involved in illegal activities, and assist in preventing other crimes and lease violations that occur on the common grounds of the properties.

Installation of the cameras was originally anticipated at IL24-001, 002 and 003 (Poole Garden Homes). However, with pending demolition and redevelopment of IL24-003 (Poole Garden Homes) and decreased major crimes occurring at IL24-001 and 002, the Housing Authority will only be installing the cameras at IL24-003 (Fairview Homes). The estimated cost of the camera system is $130,000. All cameras are able to be easily dismantled and remounted in alternate locations when the focus area experiences a decrease in criminal activities.

The installation of the cameras at the housing development of IL24-003 (Fairview Homes) will allow management staff to monitor some, but not all, parking lot areas of the housing development.

Safety: Unit, Building, Parking Lot Areas (Mixed Population Housing Developments)

In FY2001 and throughout FY2005, the mixed-population housing developments of IL24-004, 005, and 006 were equipped with keyless security entrance systems and high-definition video monitor systems. The installation of these systems has dramatically decreased illegal entry into highrise buildings and is acting as a deterrent to crime. Whenever a building front door cardkey is lost or misplaced by a resident or if a resident's guest who is in possession of a cardkey abuses the housing development's visitation policy or causes a disruption, the cardkey is immediately deprogrammed through an off-site computer system and is no longer able to activate any building entrance door. Deactivation prohibits entry to anyone in possession of the inactive keycard and prevents the passing of an actual door key around to individuals who are seeking overnight shelter or looking to commit a crime with the building.

The installation of high-definition video monitoring systems and a telephone connection allows residents to see a full color and "non-fuzzy" image on their television of any individual that is attempting to contact their unit for building access. The telephone connection allows an individual to speak with the individual at the building's front door and to clearly hear a non-muffled voice prior to determining if the individual should be let into their building. The system also assists property managers in identifying a resident

who is allowing unauthorized guests into the building and it assists the local police in identifying trespassers or those who enter the building with the intent of committing a crime.

The installation of exterior cameras at the housing development of IL24-004, 005 and 006 also allows management staff to monitor building entrances and parking lot areas.

Safety: Bad Exterior Lighting

Housing Authority of Joliet staff and City of Joliet Police Officers assigned to the various housing developments regularly report malfunctioning, missing or damaged exterior light fixtures and poles to the Housing Authority's Maintenance Department for repair and/or replacement. Exterior lights owned by the Housing Authority are required to be replaced or repaired within a 72-hour period. If an exterior light belongs to Commonwealth Edison, the timeframe associated with repair or replacement is not under the Housing Authority's control. Currently, all exterior lighting has been upgraded and is fully functional at each housing development.

Commonwealth Edison has tagged each light pole with numbers so that residents, staff, and local police officers will be able to call in the exact location of a problem exterior light. Housing Authority of Joliet residents are regularly reminded to report any malfunctioning, missing or damaged exterior light fixtures and/or poles to the Housing Authority's Maintenance Department for immediate repair and/or replacement. This message is relayed to residents of each housing development at the regular monthly property manager meeting, especially in Fall and Winter as it becomes darker for longer periods of time in the evenings and early morning hours.

Safety: Housing Development Location

Housing developments IL24-001, 002, and the property of Poole Garden Homes of IL24-003 are in the early planning phases to undergo complete demolition and reconstruction as mixed income properties. Property redevelopment for IL24-003 (Poole Garden Homes) is scheduled to begin in early 2007, as soon as demolition has been approved of by HUD and all funding resources have been confirmed and secured. The Housing Authority is looking to combine Federal, State and municipal funding sources and the process does take time to secure. No major redevelopment activities of these areas are anticipated.

Housing Development IL24-004 and IL24-005 are located adjacent to and near Evergreen Terrace, a troubled project based Section 8 property that is not operated by the Housing Authority of Joliet. Despite the hiring of 3 security guards, anti-social problems do continue to spill over into the housing developments causing minor problems within the buildings but major problems in and with regard to public perception of crime within the two public housing developments. Higher unit leasing periods continue at both sites and area residents consider the properties to be part of the Evergreen Terrace development. The Housing Authority has regularly issued public comment that the Evergreen Terrace development is not part of the Housing Authority of Joliet and that the majority of problems occur at Evergreen Terrace not at IL24-004 or 005.

Aside from updating the property to increase its marketability, i.e. new energy efficient windows (2006), increased parking areas, increased exterior lighting, new kitchen appliances, air conditioning (2006), and new elevators (2006), no major redevelopment activities or relocation of resident from these properties is anticipated.

As previously stated, the Housing Authority of Joliet provides on-site security at highrise housing developments through three (3) Security Guards. The guards primarily work weekday after-business hours and late evening/early morning hours during the weekend. The guards respond to anti-social activities occurring on the sites, enforce visitation and vehicle parking policies, and testify at hearings and court proceedings. Security Guards have established a solid working relationship with City of Joliet Police Officers who patrol and respond to disturbances at the highrise housing developments.

Safety: Resident Attitude

All housing developments indicated that resident attitude (not caring) is a major reason for crime at the property. This issue is extremely difficult to overcome. The Public Housing staff continually demonstrates a commitment to work with problem residents if the problem is a minor lease violation. However, staff will aggressively initiate and pursue the termination of tenancy if the offense is a major lease violation that is of a reoccurring nature or related to drugs, weapons or extreme anti-social behavior. Additionally, property management and social service staff is on-site to assist the Resident Councils in addressing problem issues as they arise and to help plan positive community events.

Safety: Police Presence/Response Time

On December 31, 2005, the Housing Authority of Joliet had to discontinue its long-standing relationship with the City of Joliet to provide Neighborhood Oriented Police Officers to patrol the general occupancy (family) housing developments of IL24-001, 002, and 003. The relationship was terminated due to a major decrease in Federal government funding that was anticipated to negatively affect housing authorities nationwide; simply stated, there was no additional or residual funding to support continued full-time employment of Neighborhood Oriented Police Officers.

As a result of having to discontinue the Neighborhood Oriented Police Program, the Housing Authority of Joliet rewrote the agency's property bar policy and tightened control over who is allowed to be on agency property. The Housing Authority also contracted with the City of Joliet to provide off duty Police Officers to work limited shifts and hours at the Poole Garden and Fairview Homes housing developments, predominately mid and late evening hours during high crime weekdays and on weekends. Officers are generally working Mondays, Wednesdays, Thursdays, Fridays, and Saturdays.

Another crime prevention program in place at the Housing Authority is the use of an innovative HUD program option that allows the set aside of rental units within particular housing developments that may be leased at a below-market value to current and in good-standing Police Officers. Through the program, the Housing Authority may offer below-market rents to Police Officers who agree to (1) make the public housing unit their

primary residence and (2) meet with the housing development's residents on a regular monthly basis to discuss crime activities on or near the property and/or personal safety issues. Currently the Housing Authority offers this program option to Police Officers who are interested in residing at housing developments IL24-004 and 005. In return for leasing a below-market rate unit with the Housing Authority, Police Officers agree to periodically patrol their building's hallways, stairwells, and parking lot areas, and provide a visible presence within the low-income community by parking an assigned squad car in a designated location on the property. Residents of both sites have responded favorably when officers are in residence and have stated they "feel safer" when they are around the buildings.

Safety: Poor Applicant Screening and Ineffective Management Action

The Housing Authority of Joliet maintains a very comprehensive applicant screening process for the public housing program. All applicants are screened for social desirability (criminal history), prior landlord/rental unit history, rent payment ability, and housekeeping standards. The agency has one of the toughest criminal history screening processes within the State of Illinois. The Housing Authority automatically rejects an applicant if they have committed a felony or misdemeanor drug-related criminal offense or a felony anti-social offense within the past 7 years (rejection time period begins from the date of conviction or penal system release, whichever event occurred last) and will reject an applicant if they have a pattern of arrests and/or convictions. Additionally, applicants who are known sex offenders or who manufactured methamphetamine within assisted housing are rejected for life.

To combat the persistent perception of not screening applicants, throughout FY2007 the Housing Authority's Public Housing staff shall discuss screening criteria and limitations throughout the year at each of its monthly Liaison meetings and Manager-Resident Council meetings. Articles will also be published throughout FY2007 in the Housing Authority's newsletter regarding applicant screening and admission criteria.

The Housing Authority of Joliet has had several One Strike-Zero Tolerance Policy cases referred to the State of Illinois Appellate Court to demand court enforcement of the One Strike-Zero Tolerance Policy within the Will County court system. In all instances, the Appellate Court has either overturned the lower court decision or has remanded it back to the lower court with the explicit instruction to follow the law and/or not interpret the law or lease language. This filing of briefs to the Appellate Court does extend the cases out over several months and many tenants who are watching it unfold interpret this delay as a win for those that are causing problems on agency property. Better communication between staff and residents will occur in FY2007.

NEIGHBORHOOD APEARANCE

This category's score (71.7%) reflects resident dissatisfaction with regard to the neighborhood appearance of their housing development. The national average response was 75.0%. Residents residing within the general occupancy housing developments of IL24-001, 002, and 003 viewed neighborhood appearance as a major concern in all rated areas requiring upkeep: interior and exterior common areas, parking lot areas, and recreational facilities. Additionally, residents of these housing developments saw broken glass, graffiti, noise, indoor rodents/insects, and trash/litter as problems occurring at their housing developments.

Similarly, residents within the mixed-population occupancy housing development of IL24-004 viewed neighborhood appearance as a major concern in all rated areas requiring upkeep: interior and exterior common areas, parking lot areas, and recreational facilities. . Additionally, residents of this housing development saw noise as a problem occurring at their housing development.

Residents of the mixed-population occupancy housing developments of IL24-005 and 006 likewise viewed neighborhood appearance as a major concern as it related to interior common areas. They also viewed noise as a problem occurring at their housing development.

To address this concern, the Housing Authority of Joliet offers the following:

Neighborhood Appearance: Interior and Exterior Common Areas

The Housing Authority of Joliet contracts with a local lawn maintenance service to provide lawn care services at the housing developments of IL24-001, 002, 003, and 004. The service provides regularly scheduled mowing, weed control, edging, turf fertilization, and seasonal aeration. Use of the lawn maintenance service increases each housing development's curb appeal.

It is the responsibility of all Maintenance Department Live-in Custodians/Site Leaders to routinely inspect all common areas i.e. hallways, stairways, exterior grounds and walkways, to ensure cleanliness and good condition. The Technical Services Division added a quality control measure to ensure that all common areas are maintained in good and clean condition.

Property redevelopment for IL24-003 (Poole Garden Homes) is scheduled to begin in early 2007, as soon as demolition has been approved of by HUD and all funding resources have been confirmed and secured. The Housing Authority is looking to combine Federal, State and municipal funding sources and the process does take time to secure. No major redevelopment activities of these areas are anticipated. Any building exterior or interior improvements needed at this housing development will therefore be of a cosmetic and temporary nature and will be completed in house by the Housing Authority of Joliet's Maintenance Department.

Trash and debris removal from general common areas is a daily assignment for the Maintenance Department.

Neighborhood Appearance: Parking Lot Areas

In calendar year 2000, the parking lot area within the general occupancy housing development of Des Plaines Gardens Homes (IL24-001, 002, and 003) was totally resurfaced and re-striped.

In calendar year 2002, the parking lot area within the mixed population housing development of the John O. Holmes Complex (IL24-004) was completely resurfaced, re-striped, and additional parking space was created for residents, guests, and service providers.

In calendar year 2005, the parking lot area within the mixed population housing developments of the John C. Murphy Building, John Kennedy Terrace, and Adlai Stevenson Gardens (IL24-005 and 006) completely resurfaced, re-striped, and additional parking space was created for residents, guests, and service providers.

Trash and debris removal from parking lot areas is a daily assignment for the Maintenance Department.

Neighborhood Appearance: Recreation Facilities

The Housing Authority provides on-site computer labs at all public housing developments. Additional community facility space is needed at all three general occupancy housing developments (IL24-001, 002 and 003), however modernization funding is not available to support the expansion of any community facility based on the prioritized modernization needs associated with the other housing developments. However, with major redevelopment pending at the housing developments of IL24-001, 002 and 003, all community center facilities will be rebuilt and expanded for resident use.

The mixed population housing development of the John O. Holmes Complex (IL24-004) rated this area of concern but is limited in land use. The Resident Council has been informed several times to make greater use of three community centers within the three highrise buildings for conducting recreational activities. The Housing Authority has made a large space available to the Resident Council as an office space to conduct planning activities. The Resident Council has purchased exterior park benches, umbrella tables and chairs, exterior cooking grills and bicycle racks for resident use. The Housing Authority's Maintenance Department and the Resident Council have also planted trees, shrubs and annuals to beautify the property. The Housing Authority is uncertain as to why this area rated so poorly with the Resident Survey from this housing development.

Neighborhood Appearance: Broken Glass, Graffiti and Trash/Litter

Residents residing within the general occupancy housing developments of IL24-001, 002, and 003 identified broken glass, graffiti, and trash/litter as a major problem associated with neighborhood appearance. The Housing Authority of Joliet's Maintenance Department routinely devotes one hour at the beginning of each workday to walk each property to remove broken glass and trash/litter from the ground areas. Any area that is identified as having received graffiti is identified and a work order is filed to have the

graffiti removed immediately (weather conditions may effect its scheduled removal). Any graffiti that is of a threatening nature is immediately eradicated by painting over with eventual sandblast/chemical removal occurring at a later date (weather conditions may effect its scheduled removal).

Residents who are found to experience a continued pattern of broken glass, graffiti, and/or trash/litter gathering in their immediate yard area are questioned, counseled and advised to identify the individuals that are causing the problem or they are advised to comply with the dwelling lease agreement. Continued non-compliance by the household is grounds for dwelling lease agreement termination. Maintenance charges to the household's account may also apply.

Neighborhood Appearance: Noise

Residents residing within all housing developments identified noise as a major problem associated with neighborhood appearance.

All tenants and guests are advised to limit noise between the hours of 10:00pm and 7:00am. Noise must not be heard outside of the dwelling unit during this time period. Any violation that is reported is referred to the property manager for immediate follow-up with the household. Counseling and a one year probation period is generally the first step taken with a household involved in a noise violation. Continued non-compliance by the household is grounds for dwelling lease agreement termination.

On December 31, 2005, the Housing Authority of Joliet discontinued its long-standing relationship with the City of Joliet to provide Neighborhood Oriented Police Officers to patrol the general occupancy (family) housing developments of IL24-001, 002, and 003. The relationship was terminated due to a major decrease in Federal government funding that was anticipated to negatively affect housing authorities nationwide; simply stated, there was no additional or residual funding to support continued full-time employment of Neighborhood Oriented Police Officers.

As a result of having to discontinue the Neighborhood Oriented Police Program, the Housing Authority of Joliet rewrote the agency's property bar policy and tightened control over who is allowed to be on agency property. The Housing Authority also contracted with the City of Joliet to provide off duty Police Officers to work limited shifts and hours at the Poole Garden and Fairview Homes housing developments, predominately mid and late evening hours during high crime weekdays and on weekends. Officers are generally working Mondays, Wednesdays, Thursdays, Fridays, and Saturdays.

As previously stated, the Housing Authority of Joliet provides on-site security at highrise housing developments through three (3) Security Guards. The guards primarily work weekday after-business hours and late evening/early morning hours during the weekend. The guards respond to anti-social activities occurring on the sites, enforce visitation and vehicle parking policies, and testify at hearings and court proceedings. Security Guards and City of Joliet Police Officers respond to noise and other disturbances at the highrise housing developments.

Due to the proximity of mixed population housing development of IL24-004 to the Section 8 project based housing development of Evergreen Terrace, noise complaints do occur but on a limited basis.

With regard to housing developments IL24-004, 005 and 006, more often than not, noise complaints stem from within the housing development when neighbors who are hard of hearing have their television or stereo turned up too loud or a party/gathering becomes too loud. Most noise disturbances occur in the evenings and security staff generally quells the problem and if necessary, contact the City of Joliet's Police Department for assistance. Noise violations are referred to the property manager for immediate follow-up with the household. Counseling and a one year probation period is generally the first step taken with a household involved in a noise violation. Continued non-compliance by the household is grounds for dwelling lease agreement termination.

Neighborhood Appearance: Indoor Rodents/Insects

Residents residing within the general occupancy housing developments of IL24-001, 002 and 003 identified indoor rodents and insects as a major problem associated with neighborhood appearance.

Pest extermination is a top priority within the Housing Authority of Joliet. All resident are required within the dwelling lease agreement to maintain the dwelling unit in a sanitary manner. Property mangers conduct housekeeping inspections on a quarterly basis. Continued citation by the property manger for housekeeping violations is grounds for lease termination. This inspection practice helps reduce pest problems within assisted units. The Housing Authority has been highly successful in evicting non-complaint households due to the health and safety problem it poses for other residents.

Pest control services are contracted with a professional exterminating company. Existing resident dwelling units are exterminated monthly. All new resident households are pre-scheduled at lease execution to receive an immediate extermination service once all of their possessions have been relocated to the public housing address. This practice eliminates the potential of a new resident bringing in pests and causing an infestation of a dwelling unit or building prior to the next regularly scheduled dwelling unit/building extermination. Additionally, all units that undergo modernization are exterminated prior to and immediately after occupancy as a preventative infestation measure.

Resident and staff feedback regarding the current extermination contractor has been very good. The Housing Authority is uncertain as to why this area rated so poorly in the Resident Survey. Often residents have expressed that unless they see their dwelling unit has been bombed or that a significant spray within the dwelling unit is completed, that the contractor has inadequately protected their unit. This is not the case with extermination. This has been discussed with Resident Councils, residents, and others expressing concerns. It will obviously continue to be a point of discussion with residents throughout FY2007.

Hard Copy Attachments

Attachment A – Certifications: Board Resolution for Annual Plan, Local Entity's Certification of compliance with Consolidated Plan, Drug Free Workplace, Disclosure of Lobbying Activities, Payments to Influence Federal Transactions

Attachment B – Additional Capital Fund Certifications: Environmental Review form HUD-7015.15 and Evidence of National Historical Preservation compliance

HOUSING AUTHORITY OF JOLIET

IL06-P024

HARD COPY ATTACHMENT "A"

Certifications:

- Board Resolution, form HUD-50077
- Local Entity's Certification of Compliance with Consolidated Plan, form HUD-50075
- Drug Free Workplace Certification
- Disclosure of Lobbying Activities, SF-LLL
- Certification of Payments to Influence Federal Transactions, form HUD-50071

RESOLUTION NO. 07-2334

PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the *Standard Annual, Standard 5-Year/Annual, and Streamlined 5-Year/Annual* PHA Plans

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the xx standard Annual, __ standard 5-Year/Annual or __ streamlined 5-Year/Annual PHA Plan for the PHA fiscal year beginning 7/1/07, hereinafter referred to as" the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
7. For PHA Plan that includes a policy for site based waiting lists:
· The PHA regularly submits required data to HUD's MTCS in an accurate, complete and timely manner (as specified in PIH Notice 99-2);
· The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
· Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
· The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
· The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA has submitted with the Plan a certification with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
12. The PHA has submitted with the Plan a certification with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.

13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
15. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.
16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
17. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
19. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments.).
20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.

HOUSING AUTHORITY OF JOLIET	IL06-P024
PHA Name	PHA Number/HA Code

X Standard PHA Plan for Fiscal Year: 2007

___ Standard Five-Year PHA Plan for Fiscal Years 20__ - 20__, including Annual Plan for FY 20__

___ Streamlined Five-Year PHA Plan for Fiscal Years 20__ - 20__, including Annual Plan for FY 20__

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Susie Barber	Chairman of the Board of Commissioners
Signature X Susie Barber	Date April 11, 2007

form **HUD-50077** (04/30/2003)

Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan

I, *Arthur Schultz* the *Mayor of the City of Joliet* certify that the Five Year and Annual PHA Plan of the *Housing Authority of Joliet* is consistent with the Consolidated Plan of *the City of Joliet* prepared pursuant to 24 CFR Part 91.

Signed / Dated by Appropriate State or Local Official

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

HOUSING AUTHORITY OF JOLIET

Program/Activity Receiving Federal Grant Funding

CAPITAL FUND PROGRAM, OPERATING SUBSIDY, AND SECTION 8 HCV PROGRAM BUDGETS

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federalagency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. Sites for Work Performance. The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

IL06-P024-001 Murray Downey Homes, Joliet, IL 60436 (Will County)
IL06-P024-002 VanHorne Homes, Joliet, IL 60436 (Will County)
IL06-P024-003 Scattered Family Sites, Joliet, IL 60432 & 60436 (Will County)
IL06-P024-004 John O. HOlmes Complex, 400-420 Bluff Street, Joliet, IL 60435 (Will County)
IL06-P024-005 Riverside Center (Murphy), 311 N Ottawa, Joliet,IL 60436 (Will County)
IL06-P024-006 Scattered Senior Sites, Joliet, IL 60436 & 60435 (Will County)
HAJ Administrative Offices, 6 S. Broadway, Joliet, IL 60436 (Will County)

Check here ☐ if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.
Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Mr. Henry Morris	Executive Director
Signature	Date
X	April 4, 2007

form HUD-50070 (3/98)
ref. Handbooks 7417.1, 7475.13, 7485.1 & .3

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB
0348-0046

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure.)

1. Type of Federal Action:
[b] a. contract
b. grant
c. cooperative agreement
d. loan
e. loan guarantee
f. loan insurance

2. Status of Federal Action:
[a] a. bid/offer/application
b. initial award
c. post-award

3. Report Type:
[a] a. initial filing
b. material change
For Material Change Only:
year _____ quarter _____
date of last report _____

4. Name and Address of Reporting Entity:
[X] Prime [ ] Subawardee
Tier _____, *if known*:
HOUSING AUTHORITY OF JOLIET
6 S. Broadway Street
Joliet, IL 60436
Congressional District, *if known*: 4c

5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:
Congressional District, *if known*:

6. Federal Department/Agency:
U.S. Department of Housing & Urban Development

7. Federal Program Name/Description:
CFDA Number, *if applicable*: _____

8. Federal Action Number, *if known*:

9. Award Amount, *if known*:
$

10. a. Name and Address of Lobbying Registrant
(*if individual, last name, first name, MI*):
NONE

b. Individuals Performing Services (*including address if different from No. 10a*)
(*last name, first name, MI*):

11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less that $10,000 and not more than $100,000 for each such failure.

Signature: Henry Morris
Print Name: Mr. Henry Morris
Title: Executive Director, Housing Authority of Joliet
Telephone No.: 815-727-0611 Date: 4/4/2007

Federal Use Only:

Authorized for Local Reproduction
Standard Form LLL (Rev. 7-97)

Certification of Payments to Influence Federal Transactions

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

Applicant Name

HOUSING AUTHORITY OF JOLIET (IL06-P024)

Program/Activity Receiving Federal Grant Funding

CAPITAL FUND PROGRAM, OPERATING, AND SECTION 8 HCV PROGRAM BUDGETS

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Mr. Henry Morris	Executive Director
Signature	Date (mm/dd/yyyy)
	April 4, 2007

June 26, 2007

Eleny Ladias, Director of Technical Services
Office of Public Housing
U.S. Department of Housing and
Urban Development
Illinois State Office
77 W. Jackson Blvd., Room 2401
Chicago, Illinois 60604-3507

ATTENTION: Leigh Shrock, Environmental Specialist

Dear Ms. Ladias:

Pursuant to our April 18, 2007 meeting regarding environmental requirements for the Authority's proposed mixed-income housing community, Liberty Meadow Estates, Phase One, we have worked in cooperation with our HOME fund contributors, Will County Community Development and the City of Joliet Community Development. Please note both the County and the City submitted their documents under separate cover.

To meet the requirements specific to the Housing Authority of Joliet, please find enclosed two (2) copies of each of the following documents:

- HUD-7015.15, dated June 24, 2007
- 2007 Annual Statement
- Illinois Historic Preservation Agency Clearance Letter dated June 12, 2007
- Notices / Advertisements
- May 31, 2007 Environmental Assessment commissioned by Will County Community Development

As you understand, timing is critical. Should you have any questions or concerns, please contact me at (815) 727-0606.

Sincerely,

HOUSING AUTHORITY OF JOLIET

Henry Morris
Executive Director

HOUSING AUTHORITY OF JOLIET

IL06-P024

HARD COPY ATTACHMENT "B"

Additional Capital Fund Certifications:

- Environmental Review, form HUD-7015.15
- Evidence of National Historical Preservation Compliance

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Chicago Regional Office
77 W. Jackson Blvd.
Chicago, Illinois 60604-3507

OFFICE OF PUBLIC HOUSING

Phone: (312) 353-1915 Fax: (312) 886-4060

JUL 19 2007

Mr. Henry S. Morris, Executive Director
Housing Authority of Joliet
Post Office Box 2519
Joliet, Illinois 60434-2519

SUBJECT: Environmental Review:
Demolition of Spring Bluff Homes (IL024-003)
Development of Liberty Meadow Estates
Comprehensive Rehabilitation of Holmes Complex (IL024-004)

Dear Mr. Morris:

We have received your Request for Release of Funds and Certification Forms (HUD-7015.15) for the above referenced projects. The Housing Authority of Joliet plans to demolish part of Development IL024-003 known as Spring Bluff Homes, also called Poole Gardens. The Housing Authority (HA) proposes to build a mixed-income development, to be known as Liberty Meadows Estates, on the former Spring Bluff site. The new housing development will be bound by Fernwood Avenue, Rosalind Street, N. Cutter Avenue, and E. Woodruff Street. In addition, the HA will undertake a comprehensive rehabilitation of John O. Holmes Complex. This work is described in the Joliet HA's most recent PHA Plan.

The required 15-day public comment period has been satisfied as outlined in the HUD regulation 24 CFR Part 58, implementing the National Environmental Policy Act of 1969 (NEPA). Therefore, since HUD's statutory responsibilities have been completed, we have attached the HUD clearance form 7015.16, "Authority to Use Grant Funds" for these projects. The proposal to renovate Holmes Complex, demolish Spring Bluff Homes, and develop Liberty Meadow Estates has therefore passed the HUD environmental review. This environmental approval is granted with the conditions outlined below.

A wetlands and a 100-Year floodplain are located on the western side of the Liberty Meadows development area. The Joliet HA will not build or fill in the wetlands and floodplain. The HA and the City of Joliet have completed the eight-step floodplain process in accordance with 24 CFR 55.20. The Housing Authority must comply with the U.S. Army Corps of Engineer's letter dated November 7, 2006, stating that a Department of the Army permit is required prior to building or placing fill material in a wetlands.

Please note that the only HUD Office of Public Housing funds that can be used for demolition and redevelopment at mid-sized and large Housing Authorities are capital funds. Public Housing operating reserves may not be used for demolition or development.

This letter does not constitute approval to demolish Spring Bluff Homes. Before the housing authority may proceed with the demolition, it must apply to HUD's Special Applications Center (SAC) and SAC must provide the Housing Authority a separate letter approving the demolition.

This letter does not constitute approval to develop Liberty Meadow Estates. Before the housing authority may proceed with construction, HUD Headquarters must issue a mixed-finance approval letter to Joliet HA.

If you have any questions regarding this matter, please contact Ms. Leigh Schrock at (312)353-1915, x2352.

Sincerely,

Eleny Ladias,
Director, Technical Services Division
Illinois State Office of Public Housing
Region V

Authority to Use Grant Funds

U.S. Department of Housing and Urban Development
Office of Community Planning and Development

To: (name & address of Grant Recipient & name & title of Chief Executive Officer)	**Copy To:** (name & address of SubRecipient)
Arthur Schultz, Mayor City of Joliet 150 W. Jefferson Street Joliet, IL 60432	Henry Morris, Executive Director Housing Authority of Joliet 6 South Broadway Street Joliet, IL 60436

We received your Request for Release of Funds and Certification, form HUD-7015.15 on	6/27/07
Your Request was for HUD/State Identification Number	IL024-003 and IL024-004

All objections, if received, have been considered. And the minimum waiting period has transpired.
You are hereby authorized to use funds provided to you under the above HUD/State Identification Number.
File this form for proper record keeping, audit, and inspection purposes.

IL024-003: Scattered Sites: Development of Liberty Meadows Estates, a mixed-income development to be bound by Fernwood Avenue, Rosalind Street, N. Cutter Avenue, and E. Woodruff Street. Demolition of Springbluff Homes (also known as Poole Gardens), part of IL024-003.

IL024-004: John O. Holmes Complex: Comprehensive rehabilitation of 400 N. Bluff Street.

Typed Name of Authorizing Officer Director of Technical Services Division Title of Authorizing Officer	Signature of Authorizing Officer x Elery Jadres	Date (mm/dd/yyyy) 7/19/07

Previous editions are obsolete.

form **HUD-7015.16** (2/94)
ref. Handbook 6513.01

Authority to Use Grant Funds

U.S. Department of Housing and Urban Development
Office of Community Planning and Development

To: (name & address of Grant Recipient & name & title of Chief Executive Officer)	Copy To: (name & address of SubRecipient)
Will County Land Use Department 302 North Chicago Street Joliet, IL 60432 Lawrence M. Walsh, Will County Executive	Will County Land Use Department 58 East Clinton Street – Suite 500 Joliet, IL 60432 Ronald J. Pullman, Director Community Development Division

We received your Request for Release of Funds and Certification, form HUD-7015.15 on	June 29, 2007
Your Request was for HUD/State Identification Number	M-06-UC-17-0211

All objections, if received, have been considered. And the minimum waiting period has transpired.
You are hereby authorized to use funds provided to you under the above HUD/State Identification Number.
File this form for proper record keeping, audit, and inspection purposes.

Project/Activity: HOME – Housing Authority of Joliet Poole Gardens

7/3/07
5ADMI
Hudson

7/3/07
5ADE
Vahl

Name of Authorizing Officer	Signature of Authorizing Officer	Date (mm/dd/yyyy)
Ray E. Willis Title of Authorizing Officer Director	x Ray E. Willis	July 16, 2007

Previous editions are obsolete.

form HUD-7015.15 (2/94)
ref. Handbook 6513.01

Authority to Use Grant Funds

U.S. Department of Housing and Urban Development
Office of Community Planning and Development

To: (name & address of Grant Recipient & name & title of Chief Executive Officer)	Copy To: (name & address of SubRecipient)
City of Joliet 150 West Jefferson Street Joliet, IL 60432 John Mezera, City Manager	City of Joliet 150 West Jefferson Street Joliet, IL 60432 Robert C. Listner

We received your Request for Release of Funds and Certification, form HUD-7015.15 on	June 28, 2007
Your Request was for HUD/State Identification Number	M-06/0708/09/10-MC-17-0216

All objections, if received, have been considered. And the minimum waiting period has transpired.
You are hereby authorized to use funds provided to you under the above HUD/State Identification Number.
File this form for proper record keeping, audit, and inspection purposes.

Project/Activity: HOME – Housing Authority of Joliet Poole Gardens

5ADMT 7/3/07
Hudson

5ADE
7/3/07

Name of Authorizing Officer	Signature of Authorizing Officer	Date (mm/dd/yyyy)
Ray E. Willis Title of Authorizing Officer Director	x Ray E. Willis	July 16, 2007

Previous editions are obsolete.

form HUD-7015.16 (2/94)
ref. Handbook 6513.01

HOUSING AUTHORITY OF JOLIET
IL06-P024

REQUEST FOR RELEASE OF FUNDS AND CERTIFICATION HUD-7015.15

EXECUTED JUNE 24, 2007

Request for Release of Funds and Certification

U.S. Department of Housing and Urban Development
Office of Community Planning and Development

OMB No. 2506-0087
(exp. 12/31/2007)

This form is to be used by Responsible Entities and Recipients (as defined in 24 CFR 58.2) when requesting the release of funds, and requesting the authority to use such funds, for HUD programs identified by statutes that provide for the assumption of the environmental review responsibility by units of general local government and States. Public reporting burden for this collection of information is estimated to average 36 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

Part 1. Program Description and Request for Release of Funds (to be completed by Responsible Entity)

1. Program Title(s) Capital Fund Program FY 2007 IL06-P024-50107	2. HUD/State Identification Number IL06-P024	3. Recipient Identification Number (optional) 36-6001314
4. OMB Catalog Number(s)	5. Name and address of responsible entity Mayor Arthur Schultz, City of Joliet 150 W. Jefferson Street Joliet, IL 60432	
6. For information about this request, contact (name & phone number) Mayor Arthur Schultz (815)724-3700	7. Name and address of recipient (if different than responsible entity) Executive Director Henry Morris Housing Authority of Joliet 6 South Broadway Street Joliet, IL 60436	
8. HUD or State Agency and office unit to receive request U.S.Department of Housing & Urban Development 77 W. Jackson Blvd., Room 2401 Chicago, IL 60604-3507		

The recipient(s) of assistance under the program(s) listed above requests the release of funds and removal of environmental grant conditions governing the use of the assistance for the following

9. Program Activity(ies)/Project Name(s) IL06-P024-003 Scattered Family Sites IL06-P024-004 John O. Holmes Complex	10. Location (Street address, city, county, State) Various - Joliet, Will County, Illinois

11. Program Activity/Project Description

IL06-P024-003 - Scattered Family Sites: Development Activities for Family Housing Revitalization including new construction, resident relocation, and the demolition of Springbluff Homes (aka Poole Gardens).

IL06-P024-004 - John O. Holmes Complex: Comprehensive Rehabilitation and conversion of the 400 N. Bluff Street Building to a State of Illinois-approved, (Public Housing) Supportive Living Facility.

Part 2. Environmental Certification (to be completed by responsible entity)

With reference to the above Program Activity(ies)/Project(s), I, the undersigned officer of the responsible entity, certify that:

1. The responsible entity has fully carried out its responsibilities for environmental review, decision-making and action pertaining to the project(s) named above.
2. The responsible entity has assumed responsibility for and complied with and will continue to comply with, the National Environmental Policy Act of 1969, as amended, and the environmental procedures, permit requirements and statutory obligations of the laws cited in 24 CFR 58.5; and also agrees to comply with the authorities in 24 CFR 58.6 and applicable State and local laws.
3. After considering the type and degree of environmental effects identified by the environmental review completed for the proposed project described in Part 1 of this request, I have found that the proposal ☐ did ☑ did not require the preparation and dissemination of an environmental impact statement.
4. The responsible entity has disseminated and/or published in the manner prescribed by 24 CFR 58.43 and 58.55 a notice to the public in accordance with 24 CFR 58.70 and as evidenced by the attached copy (copies) or evidence of posting and mailing procedure.
5. The dates for all statutory and regulatory time periods for review, comment or other action are in compliance with procedures and requirements of 24 CFR Part 58.
6. In accordance with 24 CFR 58.71(b), the responsible entity will advise the recipient (if different from the responsible entity) of any special environmental conditions that must be adhered to in carrying out the project.

As the duly designated certifying official of the responsible entity, I also certify that:

7. I am authorized to and do consent to assume the status of Federal official under the National Environmental Policy Act of 1969 and each provision of law designated in the 24 CFR 58.5 list of NEPA-related authorities insofar as the provisions of these laws apply to the HUD responsibilities for environmental review, decision-making and action that have been assumed by the responsible entity.
8. I am authorized to and do accept, on behalf of the recipient personally, the jurisdiction of the Federal courts for the enforcement of all these responsibilities, in my capacity as certifying officer of the responsible entity.

Signature of Certifying Officer of the Responsible Entity	Title of Certifying Officer Arthur Schultz, Mayor of the City of Joliet
X	Date signed 06/24/2007

Address of Certifying Officer
Mayor Arthur Schultz
150 W. Jefferson Street
Joliet, IL 60432

Part 3. To be completed when the Recipient is not the Responsible Entity

The recipient requests the release of funds for the programs and activities identified in Part 1 and agrees to abide by the special conditions, procedures and requirements of the environmental review and to advise the responsible entity of any proposed change in the scope of the project or any change in environmental conditions in accordance with 24 CFR 58.71(b).

Signature of Authorized Officer of the Recipient	Title of Authorized Officer Executive Director
X	Date signed 06/24/2007

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Physical Improvement Projects
For the Modernization Program Capital Funding Year 2007

Project: **IL06-P024-003 – Scattered Family Sites** **Built: 6/1/1966**
Site Affected:
Spring Bluff Homes ***(AKA Poole Gardens)*** **Joliet, IL 60432**
1201 – 1406 McKay 1400 – 1471 Garland Court
1300 McKay (Community Center)

Spring Bluff Homes, one of three sites under IL06-P024-003, consisting of 26 buildings and 106 dwelling units, originally constructed in 1966, have been determined functionally obsolete and are being targeted for demolition.

Prior to demolition, residents will be relocated as required under the Uniform Relocation Act.

A new mixed-income housing community consisting of affordable lease-to-own single family and duplex homes will be constructed on the site.

Project: **IL06-P024-004** **John O. Holmes Complex** **Built: 6/1/1968**
400 N. Bluff Street
Joliet, IL 60432

Rehabilitation and Conversion of 400 N. Bluff Street to a Supportive Living Facility, including, but may not be limited to: correction of sunken first floor, implementation of the first floor community space design, conversion requirements as per Illinois Department of Public Aid Bureau for Long Term Care; dwelling unit modernization and reconfiguration; hallway handrail installation; emergency generator installation; and trash compactor installation.

NOTICE TO PUBLIC OF FINDING OF NO SIGNIFICANT IMPACT AND REQUEST FOR RELEASE OF FUNDS AND CERTIFICATION

PUBLISHED MARCH 27, 2007

Suburban Chicago Newspapers
Certificates of Publication

State of Illinois / County of ☐ Cook ☐ Kane ☐ Lake ☐ McHenry
☐ DuPage ☒ Will

Suburban Chicago Newspapers, does hereby certify it has published the attached advertisements in the following secular newspapers. All newspapers meet Illinois Compiled Statue requirements for publication of Notices per Chapter 715 ILCS 5/0.01 et seq. R.S. 1874, P728 Sec 1, EFF. July 1, 1874. Amended By Laws 1959, P1494,EFF.July 17, 1959. Formerly Ill. Rev. Stat. 1991, CH100, P1..
Note: Legal Notice appeared in the following checked positions.

PUBLICATION DATE(S): March 27, 2007
Once

Daily Papers

☐ The Beacon News
☒ The Herald News
☐ The Naperville Sun
☐ The Courier News
☐ The News Sun

Weekly Papers

☐ Batavia Sun
☐ Bolingbrook Sun
☐ Downers Grove Sun
☐ Fox Valley Villages Sun
☐ Geneva Sun
☐ Glen Ellyn Sun
☐ Homer Township/Lockport/Lemont Sun
☐ Lincoln Way Sun
☐ Lisle Sun
☐ Plainfield Sun
☐ St. Charles Sun
☐ Wheaton Sun

IN WITNESS WHEREOF, the undersigned, being duly authorized, has caused this Certificate to be signed and its official seal affixed at Glenview, Illinois

By
John G. Bieschke
Legal Advertising Manager (Official Title)

Subscribed and sworn to before me this 27th Day of March A. D. 2007

By: Martha Suarez
For Suburban Chicago Newspapers

Fee: $210.45 Ad No. 451385 Account No. L0000229246

NOTICE TO PUBLIC OF FINDING OF NO SIGNIFICANT IMPACT AND REQUEST FOR RELEASE OF FUNDS AND CERTIFICATION

Housing Authority of Joliet
6 South Broadway Street
Joliet, Illinois 60436

To all interested agencies, groups, and persons:

Fifteen (15) days from the date of this notice, the Mayor of the City of Joliet, Illinois, acting as the responsible entity for the Housing Authority, will request that the U.S. Department of Housing & Urban Development release funds under the 2007 Capital Fund Program, Grant IL06-P024-50107, to the Housing Authority of Joliet for the following physical capital improvements:

Project: IL06-P024-004 John O. Holmes Complex

Purpose: Conversion of 400 N. Bluff Street to a Supportive Living Facility, work proposed, consists of, but is not limited to: correction of sunken first floor, first floor community space design change and conversion requirements as per Illinois Department of Public Aid Bureau for Long Term Care, installation of sprinkler system, elevator upgrades, kitchen cabinet replacement, new windows and terminal HVAC units, handrail installation, emergency generator installation, and trash compactor installation.

Project: IL06-P024-003 Scattered Family Sites

Purpose: Spring Bluff Homes, one of three sites under IL06-P024-003, consisting of 26 buildings and 106 dwelling units, originally constructed in 1966, have been determined functionally obsolete and are being targeted for demolition. Prior to demolition, residents will be relocated pursuant to the Uniform Relocation Act. A new mixed income housing community, geared toward lease-to-own homeownership, is planned for the site.

It has been determined that such Request for Release of Funds will not constitute an action that will adversely affect the quality of the environment, and in accordance with 24 CFR 58.35, no environment impact statement or environmental assessment is required for activities which are considered to be categorically excluded. Compliance with other applicable Federal environmental laws and authorities listed in 24 CFR 58.35 is required and has been considered.

An Environmental Review Record concerning the above is on file at the Housing Authority of Joliet, between the hours of 8am and 4:30pm, Monday through Friday. No further environmental reviews will be conducted prior to the Request for Release of Funds.

All interested agencies, groups, and persons are invited to submit written comments concerning the Environmental Review to the Housing Authority of Joliet at the above listed address. Comments should be received no later than April 10, 2007 - fifteen (15) days from the date of this notice. All such comments received will be considered, and the Housing Authority of Joliet will not request the release of funds until any and all discrepancies have been resolved. Comments received after the fifteen (15) day period will not be considered:

Pub: March 27, 2007
0000451385-01

NOTICE TO PUBLIC OF FINDING OF NO SIGNIFICANT IMPACT AND REQUEST FOR RELEASE OF FUNDS AND CERTIFICATION

Housing Authority of Joliet
6 South Broadway Street
Joliet, Illinois 60436

To all interested agencies, groups, and persons:

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Project: IL06-P024-004 John O. Holmes Complex

Purpose: Conversion of 400 N. Bluff Street to a Supportive Living Facility, work proposed, consists of, but is not limited to: correction of sunken first floor, first floor community space design change and conversion requirements as per Illinois Department of Public Aid Bureau for Long Term Care, installation of sprinkler system, elevator upgrades, kitchen cabinet replacement, new windows and terminal HVAC units, handrail installation, emergency generator installation, and trash compactor installation.

Project: IL06-P024-003 Scattered Family Sites

Purpose: Spring Bluff Homes, one of three sites under IL06-P024-003, consisting of 26 buildings and 106 dwelling units, originally constructed in 1966, have been determined functionally obsolete and are being targeted for demolition. Prior to demolition, residents will be relocated pursuant to the Uniform Relocation Act. A new mixed income housing community, geared toward lease-to-own homeownership, is planned for the site.

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ILLINOIS HISTORIC PRESERVATION AGENCY CLEARANCE LETTER

(RE: WORK ITEMS PROPOSED IN 2007 AGENCY PLAN, INCLUDING LIBERTY MEADOW ESTATES)

DATED JUNE 12, 2007

Illinois Historic Preservation Agency

1 Old State Capitol Plaza • Springfield, Illinois 62701-1512 • Voice (217) 782-4836 • Teletypewriter Only (217) 524-7128

www.illinois-history.gov

Will County
Joliet
Demolition and Rehabilitation
Demolition - Spring Bluff Homes, 1201-1406 McKay, 1400-1471 Garland Ct., 1300 McKay (Community Center); Rehabilitation - John O. Holmes Complex, 400 N. Bluff St.
IHPA Log #004032807

June 12, 2007

Michael Simelton
Housing Authority of Joliet
P.O. Box 2519
6 South Broadway Street
Joliet, IL 60434

Dear Mr. Simelton:

We have reviewed the additional documentation submitted for the referenced project(s) in accordance with 36 CFR Part 800.4. Based upon the information provided, no historic properties are affected. We, therefore, have no objection to the undertaking proceeding as planned.

Please retain this letter in your files as evidence of compliance with section 106 of the National Historic Preservation Act of 1966, as amended. This clearance remains in effect for two years from date of issuance. It does not pertain to any discovery during construction, nor is it a clearance for purposes of the Illinois Human Skeletal Remains Protection Act (20 ILCS 3440).

If you have any further questions, please contact Patrick Gleason, Cultural Resources Manager, Illinois Historic Preservation Agency, 1 Old State Capitol Plaza, Springfield, IL 62701, 217/785-3977.

Sincerely,

Anne E. Haaker

Anne E. Haaker
Deputy State Historic
Preservation Officer

Printed on Recycled Paper

COMBINED NOTICE OF THE FINDING OF NO SIGNIFICANT IMPACT AND REQUEST FOR RELEASE OF FUNDS

(RE: LIBERTY MEADOW ESTATES)

JUNE 8, 2007

COMBINED NOTICE
NOTICE TO THE PUBLIC OF THE FINDING OF NO SIGNIFICANT IMPACT ON THE ENVIRONMENT

NOTICE TO THE PUBLIC OF INTENT TO REQUEST THE RELEASE OF FUNDS

Will County, Illinois
Office of the Will County Executive
302 N. Chicago St.
Joliet, IL 60432
(815) 774-7890

City of Joliet, Illinois
Office of the City Manager
150 W. Jefferson Street
Joliet, IL 60432
(815) 724-3720

Housing Authority of Joliet, Illinois
Office of the Executive Director
6 South Broadway Street
Joliet, IL 60436
(815) 727-0611

Date Published: June 8, 2007

TO ALL INTERESTED AGENCIES, GROUPS, AND PERSONS:

On or about June 24, 2007, Will County, the City of Joliet, and the Housing Authority of Joliet propose to request the U.S. Department of Housing and Urban Development to release Federal Funds under Title II of the Cranston Gonzalez National Affordable Housing Act and under Section 9 (J) of the United States Housing Act of 1937 and Section 519 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA). These funds are proposed to be used for the following project:

The Housing Authority of Joliet proposed to build a 188 unit development consisting of single-family and duplex style mixed-income lease to own development at the southwest corner of Briggs Street and Rosalind Street.

Will County, the City of Joliet, and the Housing Authority of Joliet are giving notice that they have made a Finding of No Significant Impact for the proposed development. As the recipient of HUD funds, Will County, the City of Joliet, and the Housing Authority of Joliet act as the responsible entities for compliance with the National Environmental Policy Act (NEPA) in accordance with 24 CFR § 58.4.

It has been determined that such request for release of funds for the above named project will not constitute an action significantly affecting the quality of the human environment and, accordingly, Will County, the City of Joliet, and the Housing Authority of Joliet have decided not to prepare an Environmental Impact Statement under the National Environmental Policy Act of 1969.

The reasons for such decision not to prepare such Statement are as follows:

1. The proposed plan is in conformance with the adopted plans of the Chicago metropolitan Agency for Planning (CMAP), the Will County Regional Planning Commission, and the City of Joliet.

2. The project is in conformance with Will County's community development strategy.

3. The review of applicable State and Federal standards and permits by the City of Joliet and the Illinois Environmental Protection Agency, as related to the proposed project, indicates that full compliance with all relevant standards can be achieved.

4. No adverse impacts have been identified which will not be minimized within the framework of the project as described in the Environment Assessment Report.

5. The project has been found to have no adverse impacts on the surrounding environment. The overall effect of the project will be to construct new mixed-income rental property.

6. No undue or excessive burden on community services will be incurred as a result of the project.

7. No short term benefits are achieved at the expense of long-term gains.

8. The Illinois Historic Preservation Agency has been notified and has indicated that the project will not have an adverse effect.

Part of the project is located within a 100-year floodplain. The Contractor must ensure that the proposed project is installed according to the plans to ensure that flooding does not increase. All work areas will be restored after construction. The HUD Decision Making Process for Activities Located in a Floodplain was completed on May 29, 2007.

The involved parties have determined that there is no practical alternative to the project.

An Environmental Assessment Record respecting the project has been made by the Will County, the City of Joliet, and the Housing Authority of Joliet which documents the environmental review of the project and more fully sets forth the reasons why such Statement is not required. This Environmental Assessment Record is on file at the above addresses and is available for public examination and copy upon request at the Office of the County Executive of Will County, the Office of the City Manager of Joliet, and the Office of the Director of the Housing Authority of Joliet between the hours of 8:30 a.m. and 4:30 p.m.

No further environmental review of such project is proposed to be conducted prior to the request for the release of Federal Funds. All interested agencies, groups and persons disagreeing with the Finding of No Significant Impact (FONSI) and other findings stated above are invited to submit written comments for consideration by the County to the Office of the Will County Executive at the above address, to the City to the Office of the Manager of the City of Joliet at the above address, and to the Housing Authority of Joliet to the Office of the Executive Director at the above address. Such written comments should be received at the above address on or before June 23, 2007. All such comments so received will be considered and the County, the City, or the Housing Authority will not request the release of Federal funds or take any administrative action on the project prior to the date specified in the preceding sentence.

Will County will undertake the project described above with HOME Investment Partnership grant funds from the U.S. Department of Housing and Urban Development (HUD) under Title II of the Cranston-Gonzalez National Affordable Housing Act. The HOME funds include $200,000 from

PY 2005 and $150,000 from PY 2006. The County is certifying to HUD that Will County and Lawrence Walsh, in his official capacity as County Executive of Will County, consent to accept the jurisdiction of the Federal Courts if an action is brought to enforce responsibilities in relation to environmental assessment, decision making, and action; and that these responsibilities have been satisfied.

City of Joliet will undertake the project described above with HOME funds from the U.S. Department of Housing and Urban Development (HUD) under Title II of the Cranston-Gonzalez National Affordable Housing Act. The HOME funds include $95,000 from PY 2006, $230,000 for Project Year 2007, $295,000 for Project Year 2008, $320,000 for Project Year 2009, and $110,000 for Project Year 2010. The City is certifying to HUD that the City and John Mezera, in his official capacity as City Manager, consent to accept the jurisdiction of the Federal Courts if an action is brought to enforce responsibilities in relation to environmental assessment, decision making, and action; and that these responsibilities have been satisfied.

Housing Authority of Joliet will undertake the project described above with Public Housing capital funds from the U.S. Department of Housing and Urban Development (HUD) under Section 9 (J) of the United States Housing Act of 1937 and Section 519 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA). These funds include CFP IL06-P024-50106 in the amount of $274,919.66 and CFP IL06-P024-50107 in the amount of $600,782.36. The Housing Authority of Joliet is certifying to HUD that the Housing Authority of Joliet and Henry Morris, in his official capacity as Executive Director, consent to accept the jurisdiction of the Federal Courts if an action is brought to enforce responsibilities in relation to environmental assessment, decision making, and action; and that these responsibilities have been satisfied.

The legal effect of the certification is that upon its approval, Will County, the City of Joliet, and the Housing Authority of Joliet may use the HUD funds and HUD will have satisfied is responsibilities under the National Environmental Policy Act of 1969 and as amended. HUD will accept an objection to its approval of the release of funds and acceptance of the certification only if it is on one of the following bases: (a) that the certification was not, in fact, executed by the chief executive officer or officer of applicant approved by HUD; or (b) that applicants environmental review record for the project indicates omission of a required decision, finding, or step applicable to the environmental review process.

Objections must be prepared and submitted in accordance with the required procedures (24 CFR Part 58) and shall be addressed to HUD - CPD Environmental Specialist, Illinois State Office, 77 W. Jackson Street, Chicago IL 60604-3507. Potential objectors should contact HUD-CPD and/or HUD Office of Public Housing to verify the actual last day of the objection period.

No objections to the project received after July 11, 2007, will be considered by HUD.

Lawrence M. Walsh
Will County Executive
Will County Building
302 N. Chicago St.
Joliet, IL 60432

John Mezera
City Manager, City of Joliet
150 W. Jefferson St.
Joliet, IL 60432

Henry Morris
Executive Director, Housing Authority of Joliet
6 South Broadway Street
Joliet, IL 60436

Robert E. Hamilton

Consulting Engineers, PC
3230 Executive Drive
Joliet, Illinois
60431-8401

Robert E. Hamilton, PE (1922-2006)
John A. Djerf, PE
Robert B. Hamilton, PE (1948-1991)
Howard J. Hamilton, PE, CFM
Joseph A. Regis, PE, PTOE, CFM
Albert J. Zanzola, PE
Robert P. Chi, PE, SE
Timothy R. Juskiewicz, PE, CFM
Colby C. Zemaitis, PE
Kurt D. Lindstrom, PE
Michael A. Young, PLS

Area Code 815
Phone: 730-3444
Fax: 730-6703
REHamilton.org

May 31, 2007

Mr. Ronald J. Pullman
Community Development
Division of Will County Land Use Department
58 E. Clinton Street, Suite 500
Joliet, IL 60432

Re: Housing Authority of Joliet
Briggs-Rosalind Housing Development
REH Project No. 07904

Dear Mr. Pullman:

Please find enclosed for your review the Environmental Assessment for the Briggs-Rosalind Housing Development. This project will include the construction of new low to moderate-income rental housing.

The project is located in the City of Joliet at the Southwest corner of Briggs Street and Rosalind Avenue.

The site and supporting documents have been examined, and the project will have virtually no negative impact as outlined in the following assessment. Therefore, a finding of no significant impact is recommended. If you have any questions, please call our office.

Very truly yours,

Robert E. Hamilton
Consulting Engineers, P.C.

Dayna Johnson

Dayna R. Johnson

DRJ/rt – Enclosure

c: Michelle Allen, Will County Land Use, Community Development Division
Vicki Martell, City of Joliet
Henry Morris, Housing Authority of Joliet

\MISC\LTR 20070531 DRJ PULLMAN

Request for Release of Funds and Certification

U.S. Department of Housing and Urban Development

Office of Community Planning and Development

OMB No. 2506-0087

(exp. 12/31/2007)

This form is to be used by Responsible Entities and Recipients (as defined in 24 CFR 58.2) when requesting the release of funds, and requesting the authority to use such funds, for HUD programs identified by statutes that provide for the assumption of the environmental review responsibility by units of general local government and States. Public reporting burden for this collection of information is estimated to average 36 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

Part 1. Program Description and Request for Release of Funds (to be completed by Responsible Entity)

1. Program Title(s) HOME Investment Partnership Program	2. HUD/State Identification Number B06UC170006	3. Recipient Identification Number (optional) N/A
4. OMB Catalog Number(s) OMB No. 14.239	5. Name and address of responsible entity Will County 302 N. Chicago Street Joliet, IL 60435	
6. For information about this request, contact (name & phone number) Ronald J. Pullman Director Community Development Division Will County Land Use Department 58 E. Clinton Street Suite 500 Joliet, IL 60432	7. Name and address of recipient (if different than responsible entity) Joliet Housing Authority 6 South Broadway Joliet, IL 60436	
8. HUD or State Agency and office unit to receive request US Dept. HUD, Environmental Review Officer 77 W. Jackson Blvd., #2401 Chicago IL 60604		

The recipient(s) of assistance under the program(s) listed above requests the release of funds and removal of environmental grant conditions governing the use of the assistance for the following

9. Program Activity(ies)/Project Name(s) **HAJ Poole Gardens**	10. Location (Street address, city, county, State) **Joliet Twp. IL**

11. Program Activity/Project Description

The Housing Authority of Joliet proposed to build a 188 unit development consisting of single-family and duplex style mixed-income lease to own development at the southwest corner of Briggs Street and Rosalind Street.

Part 2. Environmental Certification (to be completed by responsible entity)

With reference to the above Program Activity(ies)/Project(s), I, the undersigned officer of the responsible entity, certify that:

1. The responsible entity has fully carried out its responsibilities for environmental review, decision-making and action pertaining to the project(s) named above.
2. The responsible entity has assumed responsibility for and complied with and will continue to comply with, the National Environmental Policy Act of 1969, as amended, and the environmental procedures, permit requirements and statutory obligations of the laws cited in 24 CFR 58.5; and also agrees to comply with the authorities in 24 CFR 58.6 and applicable State and local laws.
3. After considering the type and degree of environmental effects identified by the environmental review completed for the proposed project described in Part 1 of this request, I have found that the proposal did did not require the preparation and dissemination of an environmental impact statement.
4. The responsible entity has disseminated and/or published in the manner prescribed by 24 CFR 58.43 and 58.55 a notice to the public in accordance with 24 CFR 58.70 and as evidenced by the attached copy (copies) or evidence of posting and mailing procedure.
5. The dates for all statutory and regulatory time periods for review, comment or other action are in compliance with procedures and requirements of 24 CFR Part 58.
6. In accordance with 24 CFR 58.71(b), the responsible entity will advise the recipient (if different from the responsible entity) of any special environmental conditions that must be adhered to in carrying out the project.

As the duly designated certifying official of the responsible entity, I also certify that:

7. I am authorized to and do consent to assume the status of Federal official under the National Environmental Policy Act of 1969 and each provision of law designated in the 24 CFR 58.5 list of NEPA-related authorities insofar as the provisions of these laws apply to the HUD responsibilities for environmental review, decision-making and action that have been assumed by the responsible entity.
8. I am authorized to and do accept, on behalf of the recipient personally, the jurisdiction of the Federal courts for the enforcement of all these responsibilities, in my capacity as certifying officer of the responsible entity.

Signature of Certifying Officer of the Responsible Entity	Title of Certifying Officer Will County Executive
	Date signed 6/24/07

Address of Certifying Officer
Lawrence M. Walsh
Will County Executive
302 N. Chicago Street
Joliet, IL 60432

Part 3. To be completed when the Recipient is not the Responsible Entity

The recipient requests the release of funds for the programs and activities identified in Part 1 and agrees to abide by the special conditions, procedures and requirements of the environmental review and to advise the responsible entity of any proposed change in the scope of the project or any change in environmental conditions in accordance with 24 CFR 58.71(b).

Signature of Authorized Officer of the Recipient	Title of Authorized Officer
	Date signed

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Suburban Chicago Newspapers
Certificates of Publication

State of Illinois - County of ☐ Cook ☐ Kane ☐ Lake ☐ McHenry
☐ DuPage ☒ Will

Suburban Chicago Newspapers, does hereby certify it has published the attached advertisements in the following secular newspapers. All newspapers meet Illinois Com Statue requirements for publication of Notices per Chapter 715 ILCS 5/0.01 et seq. R.S. P728 Sec 1, EFF. July 1, 1874. Amended By Laws 1959, P1494,EFF.July 17, 1959. Forr Ill. Rev. Stat. 1991, CH100, P1..
Note: Legal Notice appeared in the following checked positions.

PUBLICATION DATE(S): June 8, 2007
once

Daily Papers

☐ The Beacon News
☐ The Courier News
☒ The Herald News
☐ The News Sun
☐ The Naperville Sun

Weekly Papers

☐ Batavia Sun
☐ Bolingbrook Sun
☐ Downers Grove Sun
☐ Fox Valley Villages Sun
☐ Geneva Sun
☐ Glen Ellyn Sun
☐ Homer Township/Lockport/Lemont Sun
☐ Lincoln Way Sun
☐ Lisle Sun
☐ Plainfield Sun
☐ St. Charles Sun
☐ Wheaton Sun

IN WITNESS WHEREOF, the undersigned, being duly authorized, has caused this Certif to be signed and its official seal affixed at Glenview, Illinois

By

John G. Bieschke
Legal Advertising Manager (Official Title)

Subscribed and sworn to before me this 8 Day of June A. D. 20

By: _____
For Suburban Chicago Newspapers

Fee: $685.38 Ad No. 0000564105 Account No. 560002308

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NOTICE TO THE PUBLIC OF INTENT TO REQUEST THE RELEASE OF FUNDS

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Executive Director, Housing
Authority of Joliet
6 South Broadway Street
Joliet, IL 60436

Pub: Friday, June 8, 2007