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

Elkhart Housing Authority
PHA Plan

5 Year Plan for Fiscal Years 2005- 2009
Annual Plan for Fiscal Year 2007

IN 026

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

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OMB Approval No: 2577-0226
Expires: 03/31/2007

PHA Plan
Agency Identification

PHA Name: **Elkhart Housing Authority**

PHA Number: **IN026**

PHA Fiscal Year Beginning: 04/2007

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 businessoffice 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: (state mission here)

The mission of the Elkhart Housing Authority is to provide safe, desirable and affordable housing with superior services to eligible members of the Elkhart Community while maintaining an atmosphere which encourages self sufficiency.

B. Goals

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

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

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

Attain and maintain a 5% vacancy rate for Public Housing By 2009

Improve marketing strategies to inform a broader population of citizens for our product and services.

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Feasibility study and potential partnership with other local non profit agencies to expand or develop new housing units.

☒ PHA Goal: Improve the quality of assisted housing

Objectives:

- ☒ Improve public housing management: (PHAS score) 92
- ☒ Improve voucher management: (SEMAP score) 100
- ☒ Increase customer satisfaction:
- ☒ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- ☐ Renovate or modernize public housing units:
- ☐ Demolish or dispose of obsolete public housing:
- ☐ Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☒ Other: (list below)

Train staff in all aspects of property and program management utilizing seminars, conferences and in-house training.

Maintain a commitment to high level customer service.

☒ PHA Goal: Increase assisted housing choices

Objectives:

- ☐ Provide voucher mobility counseling:
- ☒ Conduct outreach efforts to potential voucher landlords
- ☒ Increase voucher payment standards
- ☒ Implement voucher homeownership program:
- ☐ Implement public housing or other homeownership programs:
- ☐ Implement public housing site-based waiting lists:
- ☐ Convert public housing to vouchers:
- ☒ Other: (list below)

Actively seek new landlord participation in the HCV Program.

Apply for additional vouchers from HUD for disabled persons.

Study to determine the need for a LIPH Homeownership program.

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

☒ PHA Goal: Provide an improved living environment

Objectives:

☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
☒ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
☒ Implement public housing security improvements:
☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
☒ Other: (list below)

Perform necessary modifications to Public Housing units and homes to successfully compete with comparable housing markets.

Apply sound asset management principles on an individual site basis to maintain and build the value of the property.

Explore the possibility of designation one High Rise building as an elderly only building.

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

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

Objectives:
☒ Increase the number and percentage of employed persons in assisted families:
☐ Provide or attract supportive services to improve assistance recipients' employability:
☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
☒ Other: (list below)

Identify and implement programs with community-based partners that can promote family self-sufficiency. This may include HUD approved project based programs using EHA Sec 8 vouchers.

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)

Provide training on an annual basis to staff and our partners to promote equal opportunities in housing.

Provide and implement the latest technologies to increase employee efficiency and customer service.

Other PHA Goals and Objectives: (list below)

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

i. Annual Plan Type:
Select which type of Annual Plan the PHA will submit.

☐ **Standard Plan**

Streamlined Plan:

☒ **High Performing PHA**
☐ **Small Agency (<250 Public Housing Units)**
☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan
[24 CFR Part 903.7 9 (r)]
Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Elkhart Housing Authority has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements. We have adopted goals and very specific, measurable goals in the following areas: management, the expansion of housing stock, marketability, security, tenant-based housing, maintenance, equal opportunity, fiscal responsibility, public image, and supportive service issues.

Elkhart Housing Authority promotes safe and affordable housing, economic opportunity, and a suitable living environment for the families that we serve, without discrimination. Despite the obstacles presented by shrinking federal dollars that support various programs, the Authority continues to address the needs of our jurisdiction's extremely low-, very low- and low-income residents. As a not-for-profit agency, our ongoing strategy will be driven by the housing needs of the community served.

A major initiative is to continue the systematic assessment and renovation of our housing stock. We must continue to provide housing that is decent, safe, sanitary and in good repair but is also responsive to needs of the jurisdiction. Along these same lines, we need to be competitive with the local market for amenities and service.

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To this end, the Housing Authority will evaluate the feasibility of acquiring or building additional units over the course of the upcoming fiscal year. We will proceed if either or both of these activities are deemed feasible.

Elkhart Housing Authority may allow police officers who would not otherwise be eligible for occupancy in public housing to reside in one or more public housing dwelling unit(s). Such occupancy will only be implemented if needed to increase security for public housing residents. Their rent shall at least equal the cost of operating the public housing unit.

In closing, the plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead toward the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach toward our goals and objectives and are consistent with the Consolidated Plan.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

☐ Admissions Policy for Deconcentration **(Not Applicable)**

☒ **A –** Brief Statement of Progress in Meeting the 5-Year Mission and Goals

☐ Assessment of Site-Based Waiting List Development Demographic Changes **(Not Applicable)**

☒ **B -** FY 2007 Capital Fund Program Annual Statement & 5-Year Action Plan

☒ **C -** FY 2006 Capital Fund Program Performance and Evaluation Report

☒ **D -** FY 2005 Capital Fund Program Performance and Evaluation Report

☒ **E -** FY 2004 Capital Fund Program **Final** Performance and Evaluation Report

☒ **F -** FY 2003 (Bonus Funds) Capital Fund Program **Final** Performance and Evaluation Report
☐ Section 8 Homeownership Capacity Statement **(Not Applicable)**
☒ **G -** Implementation of Public Housing Resident Community Service Requirements
☒ **H -** Pet Policy Statement
☒ **I -** Resident Membership of the PHA Governing Board
☒ **J -** Membership of the Resident Advisory Board
☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY) **(Not Applicable)**
☒ **K –** Violence Against Women Act (VAWA) Report

Optional Attachments:
☒ **L -** PHA Management Organizational Chart
☐ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) **(No comments received)**
☐ Other (List below, providing each attachment name)

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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	Annual Plan: Rent

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List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
	development ☐ check here if included in the public housing A & O Policy	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
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
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program ☐ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency

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List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
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
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	**Voluntary Conversion Analysis**	Component 10
X	**Pet Policy**	Component 14
X	**Community Service Policy**	Component 12D
X	**Action Plan for the PHAS Resident Survey**	HUD requirement

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1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	1,224	5	4	4	3	3	4
Income >30% but <=50% of AMI	1,099	4	3	4	2	3	4
Income >50% but <80% of AMI	514	2	3	3	2	3	2
Elderly	612	4	3	2	2	2	2
Families with Disabilities	835	4	4	3	5	2	4
Black	593	3	3	4	3	3	4
White	1,789	3	3	3	3	3	3
Hispanic	699	3	3	3	3	3	3
Native American	40	3	3	3	3	3	3
Asian	24	3	3	3	3	3	3

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

☐ Consolidated Plan of the Jurisdiction/s
Indicate year:

☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset – **SOCDS, CHAS Data Set**

☐ American Housing Survey data
Indicate year:

☐ Other housing market study
Indicate year:

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

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) ☒ 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/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	**140**		**180**
Extremely low income <=30% AMI	**132**	**95%**	
Very low income (>30% but <=50% AMI)	**7**	**.05%**	
Low income (>50% but <80% AMI)	**1**	**.01%**	
Families with children	**28**	**20%**	
Elderly families	**1**	**.01%**	
Families with disabilities	**4**	**.03%**	
White	**31**	**23%**	
Black	**105**	**75%**	
Hispanic	**3**	**.03%**	
Asian/Pacific Islander	**1**	**.01%**	
Characteristics by Bedroom Size (Public Housing Only)	**Not Applicable to Section 8**	**Not Applicable to Section 8**	

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Housing Needs of Families on the Waiting List			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

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

If yes:

How long has it been closed (# of months)? 9 months

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

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

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

☐ Section 8 tenant-based assistance

☒ Public Housing

☐ Combined Section 8 and Public Housing

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

If used, identify which development/sub jurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	**265**		**224**
Extremely low income <=30% AMI	**261**	**99%**	
Very low income (>30% but <=50% AMI)	**4**	**.02%**	
Low income (>50% but <80% AMI)	**0**		
Families with children	**20**	**.08%**	
Elderly families	**5**	**.02%**	
Families with Disabilities	**1**	**.01%**	
White	**68**	**26%**	
Black	**186**	**71%**	

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Housing Needs of Families on the Waiting List			
Hispanic	**0**		
Asian/PI	**11**	**.05%**	
Characteristics by Bedroom Size (Public Housing Only)			
0BR	**1**	**.01%**	
1BR	**58**	**22%**	
2 BR	**62**	**24%**	
3 BR	**35**	**14%**	
4 BR	**94**	**36%**	
5 BR	**15**	**.06%**	
5+ BR	**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

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

Strategy 2: Increase the number of affordable housing units by:
Select all that apply

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

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)

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
☒ Other: (list below)
Housing Authority has hired an employee who is bi-lingual and performs outreach to the Hispanic community.

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)

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2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
1. **Federal Grants (FY 2007 grants)**		
a) Public Housing Operating Fund	**1,294,633**	
b) Public Housing Capital Fund	**1,011,772**	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	**3,442,130**	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
FSS Grant	**82,795**	**FSS, Homeownership**
2. Prior Year Federal Grants (unobligated funds only) (list below)		
FY 2006 CFP	**1,011,772**	**Capital Improvements**

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Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
3. Public Housing Dwelling Rental Income	**779,895**	**Operations**
4. Other income (list below)		
Interest	**12,203**	**Operations**
Other Tenant income	**93,429**	**Operations**
Other operations income	**75,440**	**Operations**
4. Non-federal sources (list below		
Total resources	**$7,804,069**	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

☐ When families are within a certain number of being offered a unit: (state number)
☐ When families are within a certain time of being offered a unit: (state time)
☒ Other: (describe)
When families near the top of the waiting list

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

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☒ Rental history
☒ Housekeeping
☒ Other (describe)
Landlord reference checks

c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)
☒ Community-wide list
☐ Sub-jurisdictional lists
☐ Site-based waiting lists
☒ Other (describe)
Web Site

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?

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

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

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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
- ☒ Over-housed
- ☒ Under-housed
- ☒ Medical justification
- ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- ☐ Other: (list below)

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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.

X Date and Time **(Date and time prevail in all categories)**

Former Federal preferences:

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

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Homelessness
High rent burden

Other preferences (select all that apply)

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

(1) HOH who are near-elderly, disabled, Handicapped

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)
Grievance and all posted documents (see ACOP)

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)

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(6) Deconcentration and Income Mixing

(Per HUD guidance, the following questions are being substituted for the questions originally included in this Agency Plan template.)

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:	**Number 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)]**
IN26-2	198	See Below	
IN26-4	98	See Below	

Per HUD instructions (August 15, 2001 Proposed Rule, and the Public Housing Agency Plan Desk Guide dated September 2001), these developments are not considered as having income above or below the Established Income Range because the average income is and will remain below 30% of the Area Median Income.

Documentation of the required deconcentration and income mixing analysis is a Supporting Document to the Annual Plan.

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.
Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)
☒ Criminal or drug-related activity only to the extent required by law or regulation
☐ Criminal and drug-related activity, more extensively than required by law or regulation
☐ More general screening than criminal and drug-related activity (list factors below)
☒ Other (list below)
Sexual Offender

Preferences – Income Eligibility

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

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

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

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
☒ Criminal or drug-related activity
☒ Other (describe below)

Former Landlords as required

(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)

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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)

Applications distributed as needed when list is open

(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:

Medical, Disabled, and other extenuating circumstances.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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☐ 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)
Federally Declared Disasters

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.

X Date and Time **(Date and time prevail in all categories)**

Former Federal preferences
Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
X **(2)** Victims of domestic violence
Substandard housing
X **(3)** Homelessness
High rent burden

Other preferences (select all that apply)
☒ **(1)** Working families and those unable to work because of age or disability
☐ Veterans and veterans' families
☒ **(1)** Residents who live and/or work in your jurisdiction
☒ **(4)** 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)

(1) Federally Declared Disasters

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)
☒ Date and time of application

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☐ 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)
Pamphlets
Program Training Manual

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

☒ Through published notices
☒ Other (list below)
Included in the briefing session
Other mailings

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4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

☐ $0
☐ $1-$25
☒ $26-$50

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

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

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?

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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)

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)

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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)
Age/Height of buildings; No. of units per development; Section 8 FMRs; Bedroom Configurations; HUD AELs Budget Year 2000; Extraordinary Security Expenses; Previous Ceiling Rents; Current Turnover Rates; The Effect on Current Populations; Current Rent Rolls and Utility Allowances

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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)
Reduced program funding

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)

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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)
Rental market
Program Funding

(2) Minimum Rent

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

☐ $0
☐ $1-$25
☒ $26-$50

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

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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	**672**	**30%**
Section 8 Vouchers	**633**	**29%**
Section 8 Certificates	**0**	**0%**
Section 8 Mod Rehab	**0**	**0%**
Special Purpose Section 8 Certificates/Vouchers (list individually)	**35 (FSS)** **4 (Home ownership)**	**14%** **0%**
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		
Housing Counseling	**672**	**30%**

C. Management and Maintenance Policies

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

(1) Public Housing Maintenance and Management: (list below)

Admission and Continued Occupancy Policy
Maintenance Policy
Deconcentration Policy and Analysis
Flat Rent Policy
Grievance Policy
Pest Extermination Policy
Reasonable Accommodations Request/Verification Forms
Procurement Policy
Equal Opportunity Documents

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Capital Fund Documents
TANF Cooperative Agreement
Community Service

(2) Section 8 Management: (list below)

Section 8 Administrative Plan
Annual Contributions Contracts
Section 8 Informal Review Procedures

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

☒ PHA main administrative office
☐ Other (list below)

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7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

-or-

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

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

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

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

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

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

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

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

☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

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8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

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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: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly ☐ Occupancy by families with disabilities ☐ Occupancy by only elderly families and families with disabilities ☐
3. Application status (select one) Approved; included in the PHA's Designation Plan ☐ Submitted, pending approval ☐ Planned application ☐
4. Date this designation approved, submitted, or planned for submission:
5. If approved, will this designation constitute a (select one) ☐ New Designation Plan ☐ Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one)

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☐ Part of the development ☐ Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? ☐ Assessment underway ☐ Assessment results submitted to HUD ☐ Assessment results approved by HUD (if marked, proceed to next question) ☐ Other (explain below)
3. ☐ Yes ☐ No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) ☐ Conversion Plan in development ☐ Conversion Plan submitted to HUD on: (DD/MM/YYYY) ☐ Conversion Plan approved by HUD on: (DD/MM/YYYY) ☐ Activities pursuant to HUD-approved Conversion Plan underway

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) ☐ Units addressed in a pending or approved demolition application (date submitted or approved: ☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) ☐ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) ☐ Requirements no longer applicable: vacancy rates are less than 10 percent ☐ Requirements no longer applicable: site now has less than 300 units ☐ Other: (describe below)

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

Component 10 (B) Voluntary Conversion Initial Assessments

(Per HUD guidance, the following questions are being inserted from HUD's website into this Agency Plan template.)

a. How many of the PHA's developments are subject to the Required Initial Assessments?
2

b. 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)?
3

c. How many Assessments were conducted for the PHA's covered developments?
2

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

Development Name	Number of Units
None	

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e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments: **This question not applicable.**

The Required Initial Assessment is a Supporting Document to this Annual Plan.

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 using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

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

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

☒ 25 or fewer participants

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☐ 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:
Employment Criteria
Completed initial lease terms of 12 months in Sec 8 program
Fully repaid any outstanding debt owed to EHA

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? **02/97**

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

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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)
Family Self Sufficiency	62	Waiting List	Main Office	Section 8

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(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of **FY 2006** Estimate)	Actual Number of Participants (As of: **9/30/06**)
Public Housing	0	0
Section 8	0	33

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

C. Welfare Benefit Reductions

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

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

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

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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 used to determine the need for PHA actions to improve safety of residents (select all that apply).

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

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

26-001, 26-002

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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)
Private Security Patrols

2. Which developments are most affected? (list below)
26-001, 26-002

C. Coordination between PHA and the police

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

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

2. Which developments are most affected? (list below)
26-001, 26-002

D. Additional information as required by PHDEP/PHDEP Plan

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

This section no longer applicable.

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☐ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
☐ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2002 in this PHA Plan?
☐ Yes ☐ No: This PHDEP Plan is an Attachment.

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. ☒ 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? Not applicable 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,

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rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

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

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

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

☐ Attached at Attachment (File name)
☐ Provided below:

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

☐ Considered comments, but determined that no changes to the PHA Plan were necessary.
☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:

☐ Other: (list below)

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

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: **City of Elkhart, IN**

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.

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

☐ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

☐ Other: (list below)

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

The City of Elkhart's Consolidated Plan recognizes the value of public housing and Section 8 assisted housing. It also projects a significant increase in population over the next several years. It's goals are generally consistent with the Elkhart Housing Authority's goals. While it does not provide specific resources to the housing authority, the City of Elkhart does provide a homeownership program (Pathway to Better Housing program) and several homeowner rehabilitation programs to preserve the supply of affordable housing.

D. Other Information Required by HUD

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

The final Agency Plan Rule contains a requirement in 24 CFR 903.7® that agency plans contain a locally derived definition of "substantial deviation" and "significant amendment or modification."

The Elkhart Housing Authority has adopted the following definition of substantial deviation and significant amendment or modification:

"A substantial change is any fundamental alteration in the Elkhart Housing Authority's mission statement, goals and objectives, or key administrative policies as defined by its Board of Commissioners. Any such change will be subject to all prescribed HUD review, comment, and approval requirements."

Attachments

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

All attachments are listed in the Table of Contents.

Required Attachment A: Statement of Progress in Meeting the 5-Year Plan Mission and Goals

Elkhart Housing Authority
Annual Plan for Fiscal Year 4/1/2007 to 3/31/2008

The following table reflects the progress we have made in achieving our goals and objectives.

Goal 1: Expand the supply of assisted housing.	
Objective	**Progress**
Apply for additional rental vouchers.	Due to funding restrictions from HUD the past few years, no new vouchers have been made available to Housing Authorities.
Reduce public housing vacancies.	The EHA experienced continued growth in leasing in 2006 with an average of 94% occupancy. We will continue to create strategies to achieve our goal of 95% occupancy or higher.
Leverage private or other public funds to create additional housing opportunities.	The EHA, City and the Housing Partnership continue to exchange ideas on the reuse of the Benham West area. It is the desire of the EHA to create new housing and improve neighborhood conditions surrounding the Washington Gardens community.
Attain and maintain a 5% vacancy rate for Public Housing By 2009.	The EHA has improved it overall vacancy rate to 94% this past year. Strategies are being developed to attain our objective.
Improve marketing strategies to inform a broader population of citizens for our product and services.	We have utilized radio, newspapers advertisement, and flyers placed in businesses, stores, doctor's offices etc. to inform our community of our product and services. We have advertised in local Hispanic newspapers to attract the growing number of Hispanic

	residents in our community.
Feasibility study and potential partnership with other local non-profit agencies to expand or develop new housing units.	We have given support and entered into MOU's with two non-profit organizations to develop housing for the elderly in Elkhart County. The Elkhart Housing Partnership was awarded tax credits in 2006 to develop a 50 plus elderly unit complex in the Benham West area. Completion is scheduled for 2007.

Goal 2: Improve the quality of assisted housing.	
Objective	**Progress**
Improve public housing management: (PHAS score) 92	Because of REAC inspections of all EHA properties in the fall of 2006 this objective will not be realized until late December of 2006 or early 2007. Early indications would suggest the EHA will again be high performers.
Improve voucher management: (SEMAP score) 100	The Housing Choice Voucher Program improved its overall score in 2006 to the maximum of 105 points.
Increase customer satisfaction	On a regular basis, the EHA will publish and distribute newsletters to inform residents of current and upcoming events. The EHA will also meet bi-monthly with established tenant organizations to inform and discuss resident concerns. The EHA has reserved time at each Board Meeting for residents express their concerns and make suggestions on how the EHA can improve its operations.
Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)	The EHA has continued its efforts to streamline each department and become more efficient in our operations. Recent high performance scores indicate EHA's efforts to achieve this objective. The EHA continues its efforts to convert public housing to HUD's mandated Asset Management by April 1, 2008.
Train staff in all aspects of property and program management utilizing seminars, conferences and in-house training.	Public Housing Management and Maintenance has recently attended courses in Asset Management Training. Public Housing property managers will attend the same courses late in 2006 or early 2007. Maintenance staff has attended the NAHRO State Conference in

	2006. Commissioners attend State and National NAHRO training on an annual basis.
Maintain a commitment to high-level customer service.	The EHA extends normal business hours at times to accommodate certain program functions such as FSS and Homeownership. Staff's goal is to make contact with clients no later then 24 hours of a call. Public Housing and Maintenance staffs carry cell phones to respond to tenant emergencies 24 hours a day. Security guards have been hired to patrol all properties and assist residents with personal issues.

Goal 3: Increase assisted housing choices.	
Objective	**Progress**
Conduct outreach efforts to potential voucher landlords.	Speaking engagements to landlord associations throughout the year presented by the Voucher Director and the Executive Director has resulted in continued interest by landlords in our community.
Increase voucher payment standards.	The EHA will be requesting an increase in VPS from the EHA Board of Commissioners. The increase will be from the current average of 91% to the requested average of 95% of FMR.
Implement voucher homeownership program.	The EHA has been very successful between our Homeownership and FSS programs. To date, from programs inception we have placed 25 families in homes. COMPLETED.
Actively seek new landlord participation in the HCV Program.	Through speaking engagements and landlords word of mouth has resulted in continued interest in the voucher program.
Apply for additional vouchers from HUD for disabled persons.	The EHA has applied for Mainstream Vouchers through HUD to assist disabled persons with housing. The EHA has not been awarded any vouchers at this time but will continue our efforts to do so.
Study to determine the need for a LIPH Homeownership program.	The EHA has determined it would like to pursue Homeownership for our LIPH clients. The EHA will be working with a grant writer to apply for this program.

Goal 4: Provide an improved living environment.	
Objective	**Progress**
Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments.	The deconcentration analysis conducted in October 2005 show that our family developments both have average incomes below 30% Area Median Income, and therefore the Housing Authority is not subject to deconcentration. Individuals applying for housing have the opportunity to be housed in any development that is available when their name comes to the top of the waiting list.
Implement public housing security improvements.	The EHA has hired off duty police officers and a security company to patrol all of our developments after business hours. High-rise buildings have been equipped with cameras which can be monitored at our main office.
Perform necessary modifications to Public Housing units and homes to successfully compete with comparable housing markets.	The EHA spends in excess of $500,000 annual to achieve this goal. In 2006/07 the EHA will continue the kitchen rehab in Washington Gardens, replace lighting and tile hallway floors at Rosedale, siding and roofs at scattered site homes, replace HVAC units in common areas at Riverside and several other small projects agency wide.
Apply sound asset management principles on an individual site basis to maintain and build the value of the property.	The EHA is currently working on a plan to transition to HUD's new Asset Management Program for each development. The EHA plan must be implemented by April 1, 2008.
Explore the possibility of designation one High Rise building as an elderly only building.	After researching the idea to designate one high-rise to elderly only, the Board of Commissioner rejected the idea because it would mean less funding to that designated property. Continued research and market conditions may dictate this transformation in the future. COMPLETE

Goal 5: Promote self-sufficiency and asset development of assisted households.	
Objective	**Progress**
Increase the number and percentage of employed persons in assisted families.	The EHA has partnered with Work One to improve resident's skills and the ability to seek employment, which would provide self-sufficiency.
Provide or attract supportive services to increase independence for the elderly or families with disabilities	The EHA has working relationship with Oaklawn Services and Counsel on Aging to provide service to the elderly and disabled.
Identify and implement programs with community-based partners that can promote family self-sufficiency. This may include HUD approved project based programs using EHA Sec 8 vouchers	The EHA has partnered with Work One to improve resident's skills and the ability to seek employment providing self-sufficiency. Also, the EHA has used vouchers with a local transitional program housed by the Elkhart Housing Partnership.

Goal 6: Ensure equal opportunity and affirmatively further fair housing.	
Objective	**Progress**
Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability.	Public Housing and the Housing Choice Voucher Programs review their administrative plans several times throughout the year and make preference adjustments approved by the Board of Commissioners to fit current needs of the community. Staff is also given updated training annually on fair housing practices.
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.	Capital Improvements, Public Housing Management, Maintenance and Resident Councils work together annually to create a plan of action to upgrade living condition at all developments. $500,000 will be spent in 4 out of 5 developments in 2006/07 to improve living conditions for allresidents.
Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.	The EHA is currently compliant with ADA requirements. The EHA has also install wheelchair ramps in non-handicapped units to provide access for clients.
Provide training on an annual basis to staff and our partners to promote equal opportunities in housing.	The EHA provides staff training on an annual basis on the practices of fair housing. The HCV program also provides this training to landlords at the annul landlord meeting.
Provide and implement the latest technologies to increase employee efficiency and customer service.	The EHA has completed upgrades or updates in our computer and telephone systems to process clients more efficiently.

Attachment B

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Elkhart Housing Authority	Capital Fund Program Grant No: **IN36P02650107** Replacement Housing Factor Grant No:	**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	Total non-CFP Funds				
2	1406 Operations	218,882			
3	1408 Management Improvements	125,000			
4	1410 Administration	109,440			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	60,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	10,000			
10	1460 Dwelling Structures	471090			
11	1465.1 Dwelling Equipment—Nonexpendable	50,000			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	50,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	**1,094,412**			
22	Amount of line 21 Related to LBP Activities				

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Elkhart Housing Authority	Capital Fund Program Grant No: **IN36P02650107** Replacement Housing Factor Grant No:	**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**
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: **Elkhart Housing Authority**	**Grant Type and Number** Capital Fund Program Grant No: **INP02650107** Replacement Housing Factor Grant No:	**Federal FY of Grant:** **2007**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
26-2	Kitchen Cabinets	1460	25	225,000				
PHA Wide	Stove and Refrigerators	1460	145	51,090				
26-4	Re-side, re roof units	1460	30	175,000				
26-1	Fob system for doors	1460	1	10,000				
26-3	Fob system for doors	1460	1	10,000				

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

PHA Name: **Elkhart Housing Authority**	**Grant Type and Number** Capital Fund Program No: **IN36P02650107** Replacement Housing Factor No:	**Federal FY of Grant:** **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	
26-1	08/01/09			08/01/11			
26-2	08/01/09			08/01/11			
26-3	08/01/09			08/01/11			
26-4	08/01/09			08/01/11			
PHA-WIDE	08/01/09			08/01/11			

ATTACHMENT B - Continued

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name: **Elkhart Housing Authority**				☒ **Original 5-Year Plan** ☐ **Revision No:**	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: **2007** PHA FY: **4/1/07**	Work Statement for Year 3 FFY Grant: **2008** PHA FY: **4/1/08**	Work Statement for Year 4 FFY Grant: **2009** PHA FY: **4/1/09**	Work Statement for Year 5 FFY Grant: **2010** PHA FY: **4/1/10**
	Annual Statement				
26-1		245,000	226,500	287,500	365,350
26-2		405,000	865,000	680,000	280,000
26-3		60,000	350,000	350,000	75,000
26-4		313,000	675,000	240,000	275,000
26-7		185,000	162,500	750,000	285,000
PHA Wide		217,000	84,000	165,000	412,000
CFP Funds Listed for 5-year planning		**1,425,000**	**2,363,000**	**2,472,500**	**1,692,350**
Replacement Housing Factor Funds					

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

Activities for Year 1	Activities for Year: **2** FFY Grant: **2007** PHA FY: **4/1/07**			Activities for Year: **3** FFY Grant: **2008** PHA FY: **4/1/08**		
	Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See	**26-1 Rosedale Highrise**	HVAC at school	36,000	**26-1 Rosedale**	Intercom system	100,000
Annual		Lights in hallways	75,000		Water heater	15,000
Statement		Stairwell lights	15,000		Upgrade electric	65,000
		Exit lights	9,000		Replace plumbing	15,000
		Boilers	100,000		Enlarge washer drains	25,000
		Fob System	10,000		Faucet for basement	4,000
		26-1 TOTAL	**$245,000**		Cleanouts in Basement	2,500
					26-1 TOTAL	**$226,500**
	26-2 Washington Gardens	Remodel kitchen phase 2	200,000	**26-2 Washington Gardens**	Retile units	300,000
		Resurface parking lot	125,000		HVAC	565,000
		Hot water heaters	80,000			
		26-2 TOTAL	**$405,000**			
					26-2 TOTAL	**$865,000**
	26-3 Waterfall Highrise	Generator	50,000	**26-3 Waterfall Highrise**	Rehab 1st floor	350,000
		Fob system	10,000			
		26-3 TOTAL	**$60,000**		**26-3 TOTAL**	**$350,000**

Activities for Year 1	Activities for Year: **2** FFY Grant: **2006** PHA FY: **4/1/06** **(Continued)**			Activities for Year: **3** FFY Grant: **2007** PHA FY: **4/1/07** **(Continued)**		
	26-4 Scattered Sites	Replace interior doors	198,000	**26-4 Scattered Sites**	Remodel comm. building	125,000
		Replace shingled roofs	75,000		Gutters	35,000
		Fence at comm. building	5,000		Sign at Malcolm Dr	15,000
		Deadbolts for entrance doors	35,000		Re Side units Re roof	200,000 300,000
		26-4 TOTAL	**$313,000**		**26-4 TOTAL**	**$675,000**
	26-7 Riverside	Replace water heater	10,000	**Riverside 26-7**	Upgrade boiler	50,000
		Air diverters	85,000		Lightning rods	62,500
		1st floor doors	50,000		MailBoxes	50,000
		Door alarms	5,000			
					26-7 TOTAL	**$162,500**
		HVAC common areas	35,000			
		26-7 TOTAL	**$185,000**			
	PHA Wide	Maintenance trucks	40,000	**PHA Wide**	Handheld inspection system	6,000
		Appliances	140,000		Maintenance Trucks	40,000
		Water heater for office	1,000		Computer upgrades	12,000
		Water bypass	6,000		Mulch & Landscape equipment	20,000
		Repair stool flanges	30,000		Signage at Admin office	6,000
		PHA-Wide TOTAL	**$217,000**			
					PHA-Wide TOTAL	**$84,000**
		Total CFP Estimated Cost	**1,425,000**			**2,363,000**

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

Activities for Year: **4** FFY Grant: **2009** PHA FY: **4/1/09**			Activities for Year: **5** FFY Grant: **2010** PHA FY: **4/1/10**		
Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
26-1, Rosedale Highrise	Lightning rods	62,500	**26-1 Rosedale Highrise**	New roof system	200,000
	Mailboxes for building	50,000		HVAC hallways	25,000
	Canopy for patio	35,000		TV for lounge	350
	Replace stoves	140,000		Tile Hallways	40,000
	26-1 TOTAL	**$287,500**		New Generator	100,000
				26-1 TOTAL	**$365,350**
26-2 Washington Gardens	Retile units	100,000	**26-2 Washington Gardens**	Replace outside faucets	15,000
	Upgrade electric service	200,000		Gutters	25,000
	Bi-fold doors	180,000		Dryer hookups	40,000
	Interior doors	200,000		Fence on alley	25,000
	26-2 TOTAL	**$680,000**		Hallway lights	75,000
				Duct cleaning	100,000
				26-2 TOTAL	**$280,000**
26-3 Waterfall Highrise	Resurface building exterior	250,000	**26-3 Waterfall Highrise**	Replace heater covers	50,000
	HVAC Common Areas	100,000		Exterior doors	15,000
	26-3 TOTAL	**$350,000**		Lights in boiler room	10,000
				26-3 TOTAL	**$75,000**

	Activities for Year: **4** FFY Grant: **2009** PHA FY: **4/1/09** **(Continued)**			Activities for Year: **5** FFY Grant: **2010** PHA FY: **4/1/10** **(Continued)**	
26-4 Scattered Sites	Resurface parking lots	125,000	**26-4 Scattered Sites**	Replace interior lights	75,000
	Storage sheds	90,000		**Siding on units**	**150,000**
	Clean drains	25,000		**Brick and Porch cement**	**50,000**
	26-4 TOTAL	**$240,000**		**26-4 TOTAL**	**$275,000**
26-7 Riverside Terrace	Windows	650,000	**26-7 Riverside Terrace**	Lights in storage areas	15,000
	Generator	100,000		HVAC for 1st floor	50,000
				Repair screen inlets	15,000
	26-7 TOTAL	**$750,000**		Closet doors	120,000
				Re Surface Lot	100,000
				26-7 TOTAL	**$285,000**
PHA-Wide	PHA wide shrub removal	15,000	**PHA-Wide**	Maintenance Trucks	40,000
	Bobcat for snow	30,000		Parking lot lights	12,000
	New computer software	30,000		Computer System	85,000
	Energy management system	50,000		Landscape	150,000
	Maintenance Trucks	40,000		Security system	25,000
	PHA-Wide TOTAL	**$165,000**		Roof	100,000
				PHA-Wide TOTAL	**$412,000**
	Total CFP Estimated Cost	**2,472,500**			**1,692,350**

Attachment C

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

PHA Name: Elkhart Housing Authority	Grant Type and Number Capital Fund Program Grant No: IN36P02650106 Replacement Housing Factor Grant No:	Federal FY of Grant: 2006

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement
☒ Performance and Evaluation Report for Period Ending: 9/30/2006 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	202,000		202,000	0.00
3	1408 Management Improvements	125,000		125,000	0.00
4	1410 Administration	101,000		0.00	0.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	50,000		0.00	0.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	443,772		0.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable	40,000		0.00	0.00
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	50,000		0.00	0.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	**1,011,772**		327,000	
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs	70,000			
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Elkhart Housing Authority	Capital Fund Program Grant No: **INP02650106** Replacement Housing Factor Grant No:	**2006**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
26-2	Kitchen Rehab Phase3	1460	35	200,000		0.00	0.00	Planned
26-4	Roofs and siding	1460	30	75,000		0.00	0.00	Planned
Office	Roof	1460	1	48,772		0.00	0.00	Planned
PHA wide	Developments signs	1460	3	20,000		0.00	0.00	Planned
PHA wide	Common area HVAC	1460	6	25,000		0.00	0.00	Planned
PHA WIDE	Stoves and Refrigerators	1465.1	100	40,000		0.00	0.00	Planned
26-1	Hallway lights	1460	240	8,000		0.00	0.00	Planned
Maintenance	Lawn and Maintenance equipment	1475		10,000		0.00	0.00	Planned
26-1	Tile hallways	1460	10	75,000		0.00	0.00	Planned
PHA Wide	Computer	1475	2	40,000		0.00	0.00	Planned

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Elkhart Housing Authority	Capital Fund Program No: **IN36P02650106** Replacement Housing Factor No:	**2006**

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	
26-1	08/01/08			08/01/10			
26-2	08/01/08			08/01/10			
26-3	08/01/08			08/01/10			
26-4	08/01/08			08/01/10			
PHA-WIDE	08/01/08			08/01/10			

Attachment D

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Elkhart Housing Authority	Capital Fund Program Grant No: **IN36P02650105** Replacement Housing Factor Grant No:	**2005**

☐ **Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
☒ **Performance and Evaluation Report for Period Ending:9/30/2006** ☐ **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	**Revised**	**Obligated**	**Expended**
1	Total non-CFP Funds				
2	1406 Operations	218,882	218,882	218,882	218,882
3	1408 Management Improvements	125,000	125,000	125,000	59,793.28
4	1410 Administration	109,441	112,099	112,099	108,251.64
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	60,000	60,000	60,000	11,927.70
8	1440 Site Acquisition				
9	1450 Site Improvement	30,000	30,000	30,000	0.00
10	1460 Dwelling Structures	499,089	496,431	496,431	248,047.54
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	52,000	52,000	58,000	58,462.48
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	**1,094,412**	**1,094,412**	**1,100,412**	**705,364.64**
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Elkhart Housing Authority	Capital Fund Program Grant No: **INP02650105** Replacement Housing Factor Grant No:	**2005**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
26-2	**Kitchen Cabinets**	**1460**	**120**	**304,089**	**325,000**	**325,000**	**111,924.72**	**Ongoing**
26-4	**HVAC Equipment**	**1460**	**46**	**40,690.55**	**40,690.55**	**40,690.55**	**40,690.55**	**Complete**
26-4	**HVAC installation**	**1460**	**46**	**81,784.02**	**85,000**	**85,000**	**81,784.02**	**Ongoing**

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Elkhart Housing Authority	Capital Fund Program No: **IN36P02650105** Replacement Housing Factor No:	**2005**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
26-1	08/01/07			08/01/09			
26-2	08/01/07			08/01/09			
26-3	08/01/07			08/01/09			
26-4	08/01/07			08/01/09			
PHA-WIDE	08/01/07			08/01/09			

Attachment E

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Elkhart Housing Authority	Capital Fund Program Grant No: **IN36P02650104** Replacement Housing Factor Grant No:	**2004**

☐ **Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
☒ **Performance and Evaluation Report for Period Ending: 9/30/2006** ☐ **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	217,105		217105	217105
2	1406 Operations	125,000		125000	109,002.99
3	1408 Management Improvements	105000		105000	108,550.02
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages	60,000		60000	65,725.77
7	1430 Fees and Costs				
8	1440 Site Acquisition	30,000		30000	24,953.78
9	1450 Site Improvement	496,431		496431	505,116.02
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	52,000		52000	53,861.81
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	**1,085,536**		1,085,536	1,084,315.39
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: **Elkhart Housing Authority**		**Grant Type and Number** Capital Fund Program Grant No: **INP02650104** Replacement Housing Factor Grant No:				**Federal FY of Grant:** **2004**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide office	Copy machine	1475	1	14,000	14,000	14,000	15,464.00	Complete
26-1, 26-3	Security camera system	1460	2	30,000	47,000	47,000	47,185.00	Complete
26-2	New Stoves	1460	22	7051.56	7051.56	7051.56	7051.56	Complete
PHA wide	Web application software	1408	1	4,400	4,400	4,400	4,400	Complete
PHA Wide	Vehicles	1475	2	35,000	31,168	31,168	31,168	Complete
PHA Wide office	New phone system	1408	1	4,650	4,650	4,650	4,650	Complete
26-1	Elevator upgrade	1460	1	8276.89	8276.89	8276.89	8276.89	Complete
26-1	Roof over foyer	1460	1	25,000	19,400	19400	19400	Complete
26-1	Parking lot resurface	1460	1	20,000	17,746.97	17,746.97	16,396.97	Complete
26-2	Roof at community building	1460	1	25,000	28,800	28,800	25,000	Complete
Office	New fire panel to meet code	1460	1	40,000	35,000	35,000	22,850.00	Complete
26-3	New intercom	1460	1	20,000	13,837	13,837	12,901	Complete
26-2	Kitchens	1460	24	200,000	340,000	340,000	331,791.34	Complete

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Elkhart Housing Authority	Capital Fund Program No: **IN36P02650104** Replacement Housing Factor No:	**2004**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
26-1	9/30/06			9/30/07			
26-2	9/30/06			9/30/07			
26-3	9/30/06			9/30/07			
26-4	9/30/06			9/30/07			
PHA-WIDE	9/30/06			9/30/07			

ATTACHMENT F

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Elkhart Housing Authority	Capital Fund Program Grant No: **IN36P02650203** Replacement Housing Factor Grant No:	**2003**

☐**Original Annual Statement** ☐**Reserve for Disasters/ Emergencies** ☐**Revised Annual Statement (revision no:)**
☐**Performance and Evaluation Report for Period Ending:** ☒**Final Performance and Evaluation Report 02/05/2005**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	**Revised**	**Obligated**	**Expended**
1	Total non-CFP Funds				
2	1406 Operations	18,500		18,500	18,500
3	1408 Management Improvements	3,000		8,585.68	8,585.68
4	1410 Administration	12,000		0.00	0.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	10,000		1,810.00	1,810.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	133,308		154,728.51	154,728.51
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	10,000		3,183.81	3,183.81
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	**186,808**		186,808.00	186,808
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Elkhart Housing Authority	Capital Fund Program Grant No: **IN36P02650203** Replacement Housing Factor Grant No:	**2003**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
26-4	HVAC units for air conditioning of units	1460		27,989.86		27,989.86	27,989.86	Complete
26-1	Elevator cylinder upgrade	1460	1	45,000	55,539.83	55,539.83	55,539.83	Complete
26-3	Retile units and hallways	1460	56	88,308	46,718.38	46,718.38	46,718.38	Complete
26-1	Boiler upgrade of controls	1460	1	4806.00		4,806.00	4,806.00	Complete
26-3	Re key and locks on community building	1460	25	1,778.00		1,778.00	1,778.00	Complete
26-3	New stoves for units	1460	105	17,896.44		17,896.44	17,896.44	Complete

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

PHA Name: **Elkhart Housing Authority**	**Grant Type and Number** Capital Fund Program No:**IN36P02650203** Replacement Housing Factor No:	**Federal FY of Grant:** **2003**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
26-1	02/13/06			02/13/08		02/05/2005	
26-2	02/13/06			02/13/08		02/05/2005	
26-3	02/13/06			02/13/08		02/05/2005	
26-4	02/13/06			02/13/08		02/05/2005	
26-7	02/13/06			02/13/08		02/05/2005	

Required Attachment G: Implementation of Public Housing Resident Community Service Requirements

Elkhart Housing Authority
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The administrative steps that we will take to implement the Community Service Requirements include the following:

1. **Development of Written Description of Community Service Requirement:**
   The Elkhart Housing Authority has a written developed Community Service Policy and has completed the required Resident Advisory Board review and public comment period.

2. **Scheduled Changes in Leases:**
   The PHA has made the necessary changes to the lease and has completed the required Resident Advisory Board review and public comment period.

3. **Written Notification to Residents of Exempt Status to each Adult Family Member:**
   The PHA will notify residents at the time of their recertification.

4. **Cooperative Agreements with TANF Agencies**
   The PHA has a Cooperative Agreement with the local TANF Agency.

5. **Programmatic Aspects**
   Community service includes performing work or duties in the public benefit that serve to improve the quality of life and/or enhance resident self-sufficiency, and/or increase the self-responsibility of the resident within the community.

   An economic self sufficiency program is one that is designed to encourage, assist, train or facilitate the economic independence of participants and their families or to provide work for participants. These programs may include programs for job training, work placement, basic skills training, education, English proficiency, work fare, financial or household management, apprenticeship, and any program necessary to ready a participant to work (such as substance abuse or mental health treatment).

   The PHA will coordinate with social service agencies, local schools, and the Department of Human Services in identifying a list of volunteer community service positions.

   Together with the resident advisory councils, the PHA may create volunteer positions such as hall monitoring, litter patrols, and supervising and record keeping for volunteers.

Required Attachment H: Brief Description of Pet Policy

Elkhart Housing Authority
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The Housing Authority, City of Elkhart has developed a written policy for pet ownership in public housing developments. The following is a summary of requirements outlined in the Pet Policy.

> The Authority's policy does not apply to animals that are used to assist persons with disabilities. Assistive animals are allowed in all public housing facilities with no restrictions other than those imposed on all tenants to maintain their units and associated facilities in a decent, safe, and sanitary manner and to refrain from disturbing their neighbors.
>
> The Authority's Pet Policy has the following basic requirements:
>
> 1. Only one common household pet per unit, not in excess of 20 pounds.
> 2. Pet owners must have proof of current inoculations, licenses and liability insurance. This information must be updated at every annual reexamination.
> 3. All pets shall be spayed or neutered.
> 4. Pet owners must pay a Pet Deposit in the amount of $300 prior to the PHA granting permission to the resident for having a pet. Pet deposit shall be refundable at the removal of pet from the premises or termination of the lease, less charges (if any) for damages to the premises.
> 5. Residents must identify two emergency caregivers to care for the pet in the event of resident illness or absence from the unit.

The Authority has reviewed the Pet Policy with the Resident Advisory Board and completed the public comment period.

Required Attachment I: Resident Member on the PHA Governing Board

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

A. Name of resident member(s) on the governing board: **Dawna Glover**

B. How was the resident board member selected: (select one)?
☐ Elected
☒ Appointed

C. The term of appointment is (include the date term expires) **Feburary 20, 2007**

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?
☐ the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
☐ the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
☐ Other (explain):

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

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

David Miller, Mayor of Elkhart, Indiana

Required Attachment J: Membership of the Resident Advisory Board or Boards

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

Sarah Eastman, President	**Waterfall High Rise**
Pauline Holloway, Vice President	**Family Sites Resident Council**
Wayne Montague, Sergeant at Arms	**Riverside Terrace**
Phyllis Phipps, Member	**Rosedale Hi-Rise**

Required Attachment K: Violence Against Women Act Report

Elkhart Housing Authority
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The Elkhart Housing Authority provides or offers the following activities, services, or programs, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking.

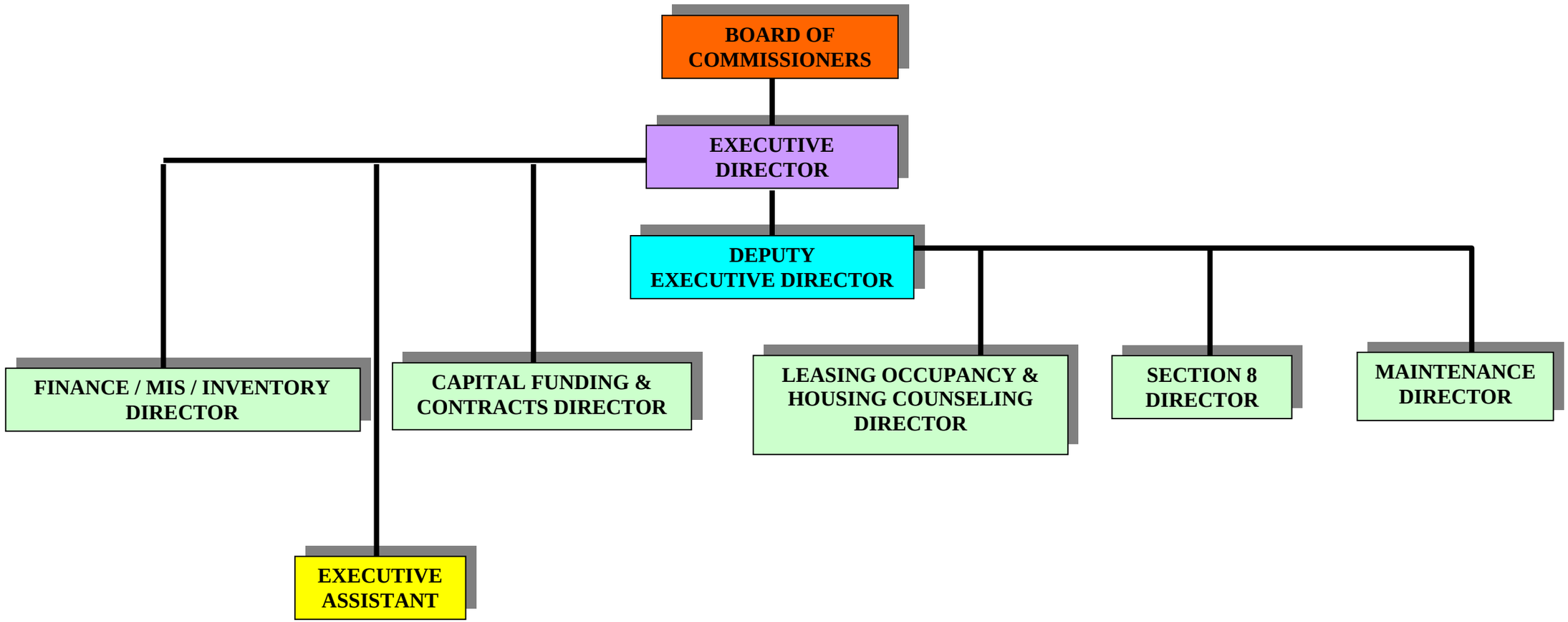
> **Through cooperation with the local domestic violence agencies and City of Elkhart Police Department, any cases of violence as described are referred for assistance. The local domestic violence agencies are:**
>
> > **Victim Assistance Program**
> > **Elkhart County Women's Shelter**

The Elkhart Housing Authority provides or offers the following activities, services, or programs that help child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing.

> **The Housing Authority has a local preference for victims of domestic violence in its public housing program. Further, the local domestic violence agencies program staff is aware of our housing programs, and makes client referrals to our office. Apparently eligible clients are placed on our waiting list.**
>
> **For persons already living in a Housing Authority unit who become victims as described, these are referred to police and the local domestic violence agencies for assistance. If the management becomes aware of any violator who may be restricted through an order of protection, that person is prohibited from the premises and is considered a trespasser subject to arrest and removal. The Police Department is cooperative and supportive in cases such as this, and willingly responds and enforces the protective orders.**

The Elkhart Housing Authority provides or offers the following activities, services, or programs to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

> **The same methods as described herein, making referrals to the local domestic violence agencies for counseling and support services, and attempting to enforce orders of protection with the cooperation of Police Department personnel, are used.**

EXECUTIVE BRANCH

Attachment L
Elkhart Housing Authority
Annual Plan for Fiscal Year 4/1/2007 – 3/31/2008