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JULY 2, 2007 FINAL

PHA Plans

- 5 Year Plan for Federal Fiscal Years 2006 – 2010
- 5 Year Plan for Authority Fiscal Years 2006-2010
- Annual Plan for Federal Fiscal Year 2008
- Annual Plan for Authority Fiscal Year 2008

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PA003v01
Scranton Housing Authority
400 Adams Avenue
Scranton, Pennsylvania 18520
Phone : 570-348-4400
Fax: 570-348-4442
TDD: 570-348-4415

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Scranton Housing Authority¶
400 Adams Avenue¶
Scranton, Pennsylvania 18510¶
Phone: 570-348-4400¶
Fax: 570-348-4442¶
TDD: 570-348-4415¶
NOTE: THIS PHA PLANS
TEMPLATE (HUD 50075) IS TO BE
COMPLETED IN ACCORDANCE
WITH INSTRUCTIONS LOCATED
IN APPLICABLE PIH NOTICES¶
-----Section Break (Continuous)-----
PHA Plan¶
Agency Identification¶
¶

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

PHA Plan
Agency Identification

PHA Name: Scranton Housing Authority_____

Number: PA003_____

PHA Fiscal Year Beginning: (mm/yyyy) 10/2007_____

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PHA Programs Administered:

Public Housing and Section 8 **Section 8 Only** **Public Housing Only**
 Number of public housing units: _____ Number of S8 units: _____ Number of public housing units: _____
 Number of S8 units: _____

PHA Consortia: (check box if submitting a joint PHA Plan and complete table)

<u>Participating PHAs</u>	<u>PHA Code</u>	<u>Program(s) Included in the Consortium</u>	<u>Programs Not in the Consortium</u>	<u># of Units Each Program</u>
<u>Participating PHA 1:</u>			-	
<u>Participating PHA 2:</u>				
<u>Participating PHA 3:</u>				

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)

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

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

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5-YEAR PLAN
FEDERAL FISCAL YEARS 2006 - 2010
200 - 201 PHA FISCAL YEARS 2006 - 2010
[24 CFR Part 903.5]

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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)

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The mission of the Scranton Housing Authority is to provide safe, decent and affordable housing for eligible individuals and families through creative and supportive services. The Housing Authority will assist these individuals and families as they strive to achieve self-sufficiency and improve the quality of their lives.

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)

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Serious vacancy problems were eliminated during the last five-year period in the Section 8 and family public housing programs. Occupancy of the downtown senior buildings remains a problem that will receive focused attention during this five-year period. Currently, the Section 8 Program has 72 applicants on the waiting list. The waiting list

was closed as of December 1, 2005, as there were significantly more applicants than could be handled during the year. The public housing waiting list has grown to 165 applicants which represents a welcome increase and ensures sufficient applicants for the family apartments.

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

Major improvements were made through the Capital Fund Program during the past five-year period. Improvements will be continued during the second five-year period. The Authority will continue to review its options for maintaining its oldest family housing stock.

- 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)

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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:

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- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

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During the initial five-year period and again with the beginning of the second five-year period, income statistics were reviewed for all family developments. In accordance with the HUD Regulations, there have been no issues that need to be addressed.

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

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

Objectives:

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

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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) Continue to provide suitable living environments regardless of race, color, religion, national origin, sex, familial status, or disability and to mix our public housing development populations as much as possible with respect to these items.

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Other PHA Goals and Objectives: (list below)

PHA Goal: To provide housing for the community and decrease the vacancies that currently exist.

Objectives: Advertise our units through the newspaper, radio, television and bulletins. Continue to upgrade our housing stock through modernization.
Analyze the demand and promote homeownership within our neighborhoods.
Promote our units through various social service agencies.
Provide supportive services within our developments.

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Annual PHA Plan
Federal Fiscal Year 2008
PHA Fiscal Year 2008
[24 CFR Part 903.7]

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i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

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Standard Plan

Troubled Agency Plan

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

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.

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iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

Table of Contents

	<u>Page #</u>
Annual Plan	
i. Executive Summary	N/A
ii. Table of Contents	
1. Housing Needs	11
2. Financial Resources	17
3. Policies on Eligibility, Selection and Admissions	18
4. Rent Determination Policies	29
5. Operations and Management Policies	34
6. Grievance Procedures	36
7. Capital Improvement Needs	37
8. Demolition and Disposition	39
9. Designation of Housing	40
10. Conversions of Public Housing	41
11. Homeownership	43
12. Community Service Programs	45
13. Crime and Safety	48
14. Pets (Inactive for January 1 PHAs)	50
15. Civil Rights Certifications (included with PHA Plan Certifications)	
16. Audit	50
17. Asset Management	51
18. Other Information	52
19. Attachments	55

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 *(See Page 54)*
- FY 2007 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- List of Resident Advisory Board Members
- List of Resident Board Member
- Community Service Description of Implementation

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- [Information on Pet Policy](#)
- [Section 8 Homeownership Capacity Statement, if applicable](#)
- [Description of Homeownership Programs, if applicable](#)

Optional Attachments:

- PHA Management Organizational Chart
- [FY 2007 Capital Fund Program 5 Year Action Plan](#)
- [Public Housing Drug Elimination Program \(PHDEP\) Plan](#)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

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- [Deconcentration – Attachment 1](#)
- [Voluntary Conversion – Attachment 2](#)
- [Definition of Significant Change – Attachment 3](#)
- [Conversion of Efficiency to One-Bedroom Apartments – Attachment 4](#)
- [Resident Advisory Board Members – Attachment 5](#)
- [Resident Appointed to Board of Commissioners – Attachment 6](#)
- [Resident Advisory Board Comments and Authority Response – Attachment 7](#)
- [PHAS Resident Assessment Follow-up Plan – Attachment 8](#)
- [Section 8 Project-Based Voucher \(PBV\) Program – Attachment 9](#)
- [FY 2005 Capital Fund Program Performance & Evaluation Report – Attachment 10](#)
- [FY 2006 Capital Fund Program Performance & Evaluation Report – Attachment 11](#)
- [FY 2007 Capital Fund Program Annual Statement – Attachment 12](#)
- [FY 2008-2011 Capital Fund Program Five Year Plan – Attachment 13](#)
- [Termination of Section 8 Voucher HAP Contracts – Attachment 14](#)

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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	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	the PHA's involvement.	
<input type="checkbox"/>	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
<input checked="" type="checkbox"/>	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
<input type="checkbox"/>	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
<input checked="" type="checkbox"/>	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
<input checked="" type="checkbox"/>	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 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
<input checked="" type="checkbox"/>	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
<input checked="" type="checkbox"/>	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
<input checked="" type="checkbox"/>	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
<input checked="" type="checkbox"/>	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
<input checked="" type="checkbox"/>	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
<input checked="" type="checkbox"/>	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures

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List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
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
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	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
	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	Annual Plan: Annual Audit

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List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	response to any findings	
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
	Pet Policy	Occupancy Policy
X	Deconcentration Computation	
X	Voluntary Conversion Review	

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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	Affordability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	3,474	4	1	3	3	2	3
Income >30% but <=50% of AMI	2,797	3	1	3	3	2	3
Income >50% but <80% of AMI	3,238	2	1	2	2	1	2
Elderly	4,346	1	1	2	2	1	2
Families with Disabilities (individuals)	16,803	3	3	3	3	3	3
African-American	534	4	1	3	3	2	3
Hispanic	345	4	1	3	3	2	3
Race/Ethnicity							
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2001
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset - 2000
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)
Experience of housing authority.

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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.

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<u>Housing Needs of Families on the Waiting List</u>			
<u>Waiting list type: (select one)</u>			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
	<u># of families</u>	<u>% of total families</u>	<u>Annual Turnover</u>
<u>Waiting list total</u>	165		
<u>Extremely low income <=30% AMI</u>	131	80%	
<u>Very low income (>30% but <=50% AMI)</u>	27	16%	
<u>Low income (>50% but <80% AMI)</u>	7	4%	
<u>Families with children</u>	119	72%	
<u>Elderly families</u>	1	1%	
<u>Families with Disabilities</u>	4	2%	
<u>Single non-elderly, non-disabled</u>	41	25%	
<u>White/Non Hispanic</u>	71	43%	
<u>White/Hispanic</u>	58	35%	
<u>Black/Non Hispanic</u>	25	15%	
<u>Black/Hispanic</u>	8	5%	
<u>Asian/Non Hispanic</u>	0	0%	
<u>Multi-Racial</u>	3	2%	
<u>Characteristics by Bedroom Size (Public Housing Only)</u>			
<u>1BR</u>	48	29%	
<u>2 BR</u>	91	55%	
<u>3 BR</u>	9	6%	
<u>4 BR</u>	17	10%	
<u>5 BR</u>	0	0%	
<u>5+ BR</u>	0	0%	
<u>Is the waiting list closed (select one)?</u> <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
<u>If yes:</u>			
<u>How long has it been closed (# of months)?</u>			
<u>Does the PHA expect to reopen the list in the PHA Plan year?</u> <input type="checkbox"/> No <input type="checkbox"/> Yes			
<u>Does the PHA permit specific categories of families onto the waiting list, even if generally closed?</u> <input type="checkbox"/> No <input type="checkbox"/> Yes			

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Housing Needs of Families on the Waiting List

Waiting list type: (select one)

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

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	72		
Extremely low income <=30% AMI	53	74%	
Very low income (>30% but <=50% AMI)	19	26%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	51	71%	
Elderly families	0	0%	
Families with Disabilities	1	1%	
Single non-elderly, non-disabled	20	28%	
White/Non Hispanic	39	54%	
White/Hispanic	16	22%	
Black/Non Hispanic	15	22%	
Black Hispanic	0	0%	
Asian/Non Hispanic	0	0%	
Multi-Racial/Non Hispanic	1	1%	
Mujlti-Racial/Hispanic	1	1%	

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

If yes:

How long has it been closed (# of months)? 19 (closed December 2005)

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

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C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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Other: (list below) Promote our units through various social service agencies. Provide supportive services within our developments.

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

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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) Promote our units through various social service agencies.

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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) Advertise our units through the newspaper, radio, television and bulletins. Promote our units through various social service agencies.

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)		
a) Public Housing Operating Fund	5,000,000	
b) Public Housing Capital Fund	1,989,185	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	3,820,000	
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)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	2,680,000	
3. Public Housing Dwelling Rental Income		
4. Other income (list below)		
Excess Utilities	64,000	
4. Non-federal sources (list below)		
Total resources	13,553,185	

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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) *As soon as they apply.*

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

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

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

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

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

(2) Waiting List Organization

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

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

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

- PHA main administrative office
- PHA development site management office

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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?

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?

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b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

- Single or two parent household who resides in the City of Scranton where the head of household or spouse works or has been hired to work in the City of

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Scranton. Head of household or spouse must be employed a minimum of 30 hours per week.

- Head of household or spouse or sole member who is 62 years of age or older, or who receive Social Security, SSI or any benefits resulting from an individual's inability to work will be counted as the equivalent to the above preference.
- Head of household or spouse that has graduated from an education and/or training program that is designed to prepare individuals for the job market.

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.

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yes Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

2. Single or two parent household who resides in the City of Scranton where the head of household or spouse works or has been hired to work in the City of Scranton. Head of household or spouse must be employed a minimum of 30 hours per week.

2. Head of household or spouse or sole member who is 62 years of age or older, or who receive Social Security, SSI or any benefits resulting from

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an individual's inability to work will be counted as the equivalent to the second preference.

3. Head of household or spouse that has graduated from an education and/or training program that is designed to prepare individuals for the job market.

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

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(5) Occupancy

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

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

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

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

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(6) Deconcentration and Income Mixing

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

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

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

- Adoption of site-based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

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

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

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

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

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

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

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

B. Section 8

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

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(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)

Rental History

- 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)

(2) Waiting List Organization

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

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(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: _

Extensions are permissible at the discretion of the Authority primarily for four reasons:

- a. Extenuating circumstances.
- b. The family has evidence that they made a consistent effort to locate a unit.
- c. The family has turned in a Request for Lease Approval prior to the expiration of the 60 day period, but the unit has not passed Housing Quality Standards.
- d. A handicapped household requires extra time to find suitable accessible housing.

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(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)

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Other preferences (select all that apply)

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

- Single or two parent household who resides in the City of Scranton where the head of household or spouse works or has been hired to work in the City of Scranton. Head of household or spouse must be employed a minimum of 30 hours per week.
- Head of household or spouse or sole member who is 62 years of age or older, or who receive Social Security, SSI or any benefits resulting from an individual's inability to work will be counted as the equivalent to the above preference.
- Head of household or spouse that has graduated from an education and/or training program that is designed to prepare individuals for the job market.

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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.

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Date and Time

Former Federal preferences

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

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Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families

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

Other preference(s) (list below) _____

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- Single or two parent household who resides in the City of Scranton where the head of household or spouse works or has been hired to work in the City of Scranton. Head of household or spouse must be employed a minimum of 30 hours per week.
- Head of household or spouse or sole member who is 62 years of age or older, or who receive Social Security, SSI or any benefits resulting from an individual's inability to work will be counted as the equivalent to the above preference.

3. Head of household or spouse that has graduated from an education and/or training program that is designed to prepare individuals for the job market.

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

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

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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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

- The Section 8 Administrative Plan

- Briefing sessions and written materials
- Other (list below)

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

- Through published notices
- Other (list below)

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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:

Adopted the Regulatory Policy

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)

Earned Income Exclusions:

- a. State Wage Tax
- b. Local Wage Tax
- c. Federal Insurance Contributions Act (FICA)
- d. Employee Paid Health Insurance

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)

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- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

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

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

f. Rent re-determinations:

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

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

Changes in income and/or family composition must be reported to our Authority within 10 days of the occurrence.

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

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- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

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Flat rents were determined by a comparability study. Through the use of this comparability study, flat rents were determined by bedroom size for the various sections of the city.

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

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- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

Adopted the Regulatory Policy.

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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)

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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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The Authority policy is established by the Board of Commissioners. The Executive Director and Solicitor report directly to the Board.

An Executive Assistant and the Deputy Executive Director report to the Executive Director.

All of the authority functional areas report to the Deputy Executive Director.

The functional areas are as follows with staff reporting to the functional head indicated where applicable:

- Certified Public Accountant
- Comptroller – Junior Accounting Clerk – Clerk-Steno
- Purchasing Manager
- Compliance Officer
- Computer Analyst
- Personnel Manager
- Administrative Assistant/Operations
- Maintenance Supervisor – Maintenance staff
- Managers – Cashier/Occupancy Specialist – Clerk-Steno
- Tenant Selection Supervisor
- Section 8 Coordinator – Assistant Section 8 Coordinator
- Housing Inspector

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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	1312	250
Section 8 Vouchers	947	230
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

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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 Occupancy Policy, Procurement Policy, Personnel Policy, Capitalization Policy, Disposition Policy, Pet Policy, One Strike Policy, Sexual Harassment Policy, Grievance Procedure, Maintenance Policy (includes Pest Control)

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

Section 8 Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

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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?

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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)

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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 as an Attachment 12 (computer file pa003c01).

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here) Component 7.

(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 as an Attachment 13 (computer file pa003d01)

-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)

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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.

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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 <input type="checkbox"/>	
Disposition <input type="checkbox"/>	
3. Application status (select one)	
Approved <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/> See below	
4. Date application approved, submitted, or planned for submission: see below	
5. Number of units affected:	
6. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	
7. Timeline for activity: No decision has been made.	
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

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

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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.

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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 _____'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.)

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

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- 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

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

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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:	<u>Scattered Sites</u>
1b. Development (project) number:	<u>PA003-012, PA003-013</u>
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission:	<u>01/10/1996</u>
5. Number of units affected:	<u>45</u>
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

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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.)

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2. Program Description:

a. Size of Program

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

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

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

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b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (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? 09/23/2003

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

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b. Economic and Social self-sufficiency programs

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

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

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants
Public Housing	0	0
Section 8	0	0

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:

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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.

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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)

PA3-1, Valley View Terrace

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

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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) Contracting/ Hiring Security Personnel

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

All Developments will be covered

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) PHA Agreement with District Attorney's Office for criminal background checks and eviction cases.

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

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2005 200 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

Program has been discontinued by Congress.

- 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 2005 2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

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14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

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15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

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17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

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

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

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

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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) - Attachment 7.
- 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)
See Authority response to each comment in Attachment 7. SHA will respond to Each comment and recommendation made by the Resident Advisory Board.

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

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- 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 Scranton

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

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

Other: (list below)

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

Homeownership and demolition

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Other Information information Required by HUD

Use this section to provide any additional information requested by HUD. **RESOLUTION NO. 99-6**

**ADOPTING AN ADMISSIONS POLICY
TO PROVIDE FOR DECONCENTRATION OF
POVERTY AND INCOME MIXING**

WHEREAS, the Quality Housing and Work Responsibility Act of 1998 (“QHWRA”) was enacted by Congress on October 8, 1998 and signed by the President of the United States on October 21, 1998; and

WHEREAS, Section 513 of the QHWRA mandates the formulation of an admissions policy designed to provide for deconcentration of poverty and income mixing by bringing higher income tenants into lower income public housing developments and lower income tenants into higher income public housing developments; and

WHEREAS, it has been the policy of the Scranton Housing Authority to maintain a tenant body in its public housing developments comprised of families with a broad range of incomes to avoid concentrations of the most economically deprived families as evidenced by the Authority’s current family income mix within its public housing developments; and

WHEREAS, the Scranton Housing Authority has determined it appropriate to establish a stated admissions policy designed to provide for deconcentration of poverty and income mixing which shall become part of the Authority’s admissions policy and part of the Authority’s required agency plan under QHWRA.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Scranton Housing Authority, and in compliance with Section 513 of the Quality Housing and Work Responsibility Act of 1998 that there is hereby established a policy prohibiting the concentration of low income families within certain housing developments by promoting income mixing in all public housing developments of the Scranton Housing Authority.

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Form **HUD 50075** (03/2003)

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Form **HUD 50075** (03/2003)

Attachment 1, Deconcentration

- **Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? Yes**

- **Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? Yes**

- **If yes, the PHA completes the table shown below.**

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units:	Explanation (if any) [See step 4 at 24 CFR 903.2©(1)(iv)]	Deconcentration Policy (if no Explanation) [see step 5 at 24 CFR 903.2(c)(1)(v)]
Valley View Terrace	240	All below 30% of median	
Bangor Heights	150	All below 30% of median	
Riverside Apartments	80	All below 30% of median	

Attachment 2, Voluntary Conversion

- a. **How many of the PHA's developments are subject to the Required Initial Assessment? 8**

- 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)? 4**

- c. **How many assessments were conducted for the PHA's covered developments? 8**

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

Development Name	Number of Units
None	

- e. **If the PHA has not completed the Required Initial Assessments, describe the status of these assessments.
N/A**

Attachment 3, Definition of Significant Change

A significant change is defined as:

- **Changes to rent or admissions policies or organization of the waiting list except where the changes are to bring them into compliance with HUD requirements or expands options for residents.**
- **Addition of non-emergency work items (items not included in the current Annual Statement or Five-Year Action Plan).**
- **Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.**

Attachment 4, Conversion of Efficiency Apts. to One-Bedroom Apartments and Open Foyer Areas

The Engineering firm working for the Scranton Housing Authority has developed plans for the conversion of efficiency apartments into one-bedroom apartments and open foyer areas at Washington West High Rise. The final plans call for the conversion of forty (40) efficiency apartments into twenty (20) one-bedroom apartments. In addition, six efficiency (6) apartments (one on each floor) will be converted to foyers in order to provide an open space sitting area with natural light near each elevator entrance. Funds have been approved under the Capital Fund Program to implement these improvements.

The conversion of 15 efficiency units into 10 one-bedroom units at Jackson Heights Apartments is currently under way.

ATTACHMENT 5. RESIDENT ADVISORY BOARD MEMBERS

Valley View Terrace – Ms. Dortha Baldoni
Hilltop Manor – Ms. Nellie Vega
Bangor Heights – Ms. Rita Hughes
Adams Apartments – Ms. Kathleen Foster
Adams High Rise – Ms. Joanne Heron
Jackson Heights – Ms. Thelma Wheeler
Washington West – Ms. Jane McCarthy
Riverside Apartments – Mr. Don Sausa
Jackson Terrace – Rev. Wilhelmina Coleman
Washington Plaza – Ms. June Doughitt
Section 8 – Ms. Maryann Wheeler
Section 8 – Mr. Clarence Henderson

Attachment 6, Resident on Board of Commissioners

Ms. Jane McCarthy is the resident on the Board of Commissioners.

- **Her term began in October of 2003.**
- **The term expires in September of 2008.**

ATTACHMENT 7-RESIDENT ADVISORY BOARD (RAB) RECOMMENDATIONS AND SCRANTON HOUSING AUTHORITY (SHA) RESPONSES

The Resident Advisory Board (RAB) and Authority staff met on January 24, 2007, February 27, 2007, April 18, 2007, May 10, 2007 and May 23, 2007. The RAB met on May 10, 2007 to formulate Recommendations and Comments. Those Recommendations and Comments are listed below along with the Scranton Housing Authority's Response to each one.

In responding to the following Recommendations, the following more amplifies the two most frequent Responses:

- The statement "maintenance will address this recommendation" indicates that the Authority's maintenance staff will review what is necessary to resolve the concern raised in the recommendation and then take the appropriate action.
- The statement "SHA will consider this recommendation" indicates that Authority staff will fully evaluate the recommendation and determine what action is feasible.

Resident Advisory Board – Comments and Recommendations – Hilltop Manor

1. The residents should be notified to keep their porches clean of debris and to pick up garbage that is in their yard.

Authority Response: The Development Manager has sent out a memo to all residents addressing this issue.

Resident Advisory Board – Comments and Recommendations - Adams High Rise

1. Install dead bolt locks on all apartment doors.

Authority Response: Based on our assessment, SHA is installing a latch protector on each apartment door to address this security issue.

Resident Advisory Board - Comments and Recommendations – Riverside Apartments

1. Residents need a passenger walk thru gate for access to the parking lot across from manager's office.

Authority Response: Maintenance has addressed this recommendation.

2. Some of the security lights on the buildings go on and then go off after 5 minutes.

Authority Response: Maintenance has addressed this problem.

3. No manager on site, tenants have questions, no one to report to.

Authority Response: Under our new project-based system, one person manages Jackson Heights, Jackson Terrace and Riverside Apartments. Accordingly, a full time manager will not be at Riverside Apartments every day. However, a resident can contact the manager through a telephone call. There is still a maintenance man at each of the developments.

4. Excessive ball playing off walls creating a nuisance for tenants in apartments.

Authority Response: The Development Manager has sent out a memo to all residents addressing this issue.

5. Excessive junk in front and rear of apartments.

Authority Response: The Development Manager has sent out a memo to all residents addressing this issue.

6. Parking Lots have excessive glass and debris.

Authority Response: Maintenance has addressed this issue.

7. Repair 4th Avenue driveway entrance and roadway to manager's section. It is in poor condition.

Authority Response: SHA will consider this recommendation.

8. Access to Community Room for small events such as birthday parties.

Authority Response: Please contact the Development Manager to make arrangements for using the Community Room.

Attachment 8, PHAS Resident Assessment Follow-up Plan

The following are steps that the Authority has taken or will take to ease resident concerns about communications.

Communications

- **Promote the establishment of resident councils within each development. Training and technical assistance has and will continue to be provided by the statewide organization that offers assistance in this area.**
- **Publish newsletters and distribute to each tenant. The newsletter promotes programs that the Authority is currently carrying out or is going to implement, discusses policy changes and communicates services and events that will be provided for residents.**
- **Maintain a Resident Advisory Board to provide valuable input on proposed policy changes, services, and programs.**
- **Send letters and memos to residents advising them on policy changes and their impact.**
- **Organize social events for residents that will enhance the quality of life.**

**Attachment 9, SECTION 8 PROJECT-BASED
VOUCHER (PBV) PROGRAM**

The Scranton Housing Authority is still considering amending its Section 8 Administrative Plan to permit the use of Section 8 Vouchers as project-based subsidies. Up to 20 percent of the Authority's Voucher budget authority can be made available for this purpose.

The Authority does not have a special allocation of Vouchers for this purpose. It will utilize the turnover from its existing allocation of vouchers.

ATTACHMENT 10: FY 2005 PERFORMANCE AND EVALUATION REPORT

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: SCRANTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA26P00350105 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2007 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	0	0		
3	1408 Management Improvements	36,000	319,544	319,544	0
4	1410 Administration	150,284	150,284	150,284	30,209
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	70,000	70,000	70,000	4,500
8	1440 Site Acquisition				
9	1450 Site Improvement	311,000	286,000	17,350	4,837
10	1460 Dwelling Structures	1,325,300	1,066,756	289,976	130,678
11	1465.1 Dwelling Equipment—Nonexpendable	93,000	93,000	0	0
12	1470 Nondwelling Structures	10,000	10,000	0	0
13	1475 Nondwelling Equipment	57,000	57,000	0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	8,000	8,000	8,000	0
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	2,060,584	2,060,584	855,154	170,224
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	30,000	40,130	19,808	7,295
24	Amount of line 21 Related to Security – Soft Costs	10,000	259,544	259,544	0

ATTACHMENT 10: FY 2005 PERFORMANCE AND EVALUATION REPORT

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: SCRANTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA26P00350105 Replacement Housing Factor Grant No:		Federal FY of Grant: 2005	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2007 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	98,000	317,518	287,518	128,220

ATTACHMENT 10: FY 2005 PERFORMANCE AND EVALUATION REPORT

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: Scranton Housing Authority			Grant Type and Number Capital Fund Program Grant No: PA26P00350105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
Bangor Heights	Resurface Driveway		1450	1,600 sq.ft.	2,000	2,000	0	0	under review
PA 3-3	Resurface Parking Lot		1450	4,500 sq.ft.	5,000	5,000	0	0	under review
	Replace Fencing		1450	2,210 l.f.	35,000	28,000	0	0	under review
	Resurface Tennis and Basketball Areas		1450	41,000 sq.ft.	45,000	40,000	0	0	under review
	Replace Basement Grates		1460	66	15,000	15,000	0	0	under review
	Boilers & Mechanical Rooms (2003)		1460	18	0	287,518	287,518	128,220	In Progress 2005CF
	New Playground Equipment		1475	1	10,000	10,000	0	0	under review
Adams Apts.	New Concrete-Picnic Areas		1450	2,400 sq.ft.	18,000	15,000	0	0	under review
PA 3-4	Resurface Parking Lot		1450	5,000 sq.ft.	10,000	10,000	0	0	under review
	Replace Sidewalks		1450	1,000 sq.ft.	8,000	8,000	0	0	under review
	Replace Underground Heat Lines		1460	80 sq. ft.	25,000	15,000	0	0	under review
	New Kitchen Cabinets		1460	61	183,000	160,000	0	0	under review
	New Bathrooms		1460	61	171,000	130,000	0	0	under review
	Interior Apartment Doors		1460	90	15,000	10,000	0	0	under review
	New Roof Fans		1460	4	2,000	2,000	0	0	under review
	VCT/ All Apartments		1460	61	48,800	40,200	0	0	under review
	VCT/ Hallways		1460	4,000 sq.ft.	10,000	8,000	0	0	under review
	New Apartment Entrance Doors		1460	61	30,000	20,000	0	0	under review
	New Closet Doors		1460	61	8,000	7,000	0	0	under review
	New Kitchen Lights		1460	61	5,000	5,000	0	0	under review
	New Bedroom Lights		1460	61	5,000	5,000	0	0	under review
	New Fire Alarm System		1460	1	10,000	8,000	0	0	under review
Adams Apts.	Hallway, Stairwell, Porch, Basement lights		1460	195	19,500	17,500	0	0	under review

ATTACHMENT 10: FY 2005 PERFORMANCE AND EVALUATION REPORT

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: Scranton Housing Authority			Grant Type and Number Capital Fund Program Grant No: PA26P00350105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
PA 3-4 (continued)	New Refrigerators		1465	61	15,000	15,000	0	0	under review
	New Stoves		1465	61	18,500	18,500	0	0	under review
Jackson Heights	Landscaping		1450	400 sq. .ft.	10,000	7,000	0	0	under review
Pa 3-6	Resurface Parking Area		1450	18,000 sq.ft.	20,000	18,000	0	0	under review
	New Sidewalks		1450	600 sq.ft.	5,000	5,000	0	0	under review
	Drain Line-Sprinkler System		1450	1	10,000	9,000	0	0	under review
	Outside Lighting		1450	11	5,000	4,000	0	0	under review
	Common Area Upgrade		1460	1	5,000	2,000	0	0	under review
	Hallway Heating System		1460	1	7,000	0	0	0	moved to 2009 CF
	Floor Covering-Hallways		1460	6,000 sq. ft.	20,000	18,000	0	0	under review
	Temperature Controls-Apartments		1460	96	45,000	35,758	0	0	under review
	New Roof		1460	30,000 sq. ft.	100,000	0	0	0	moved to 2009 CF
	New Windows		1460	96	190,000	0	0	0	moved to 2009 CF
	New Peep Holes		1460	96	5,000	0	0	0	moved to 2009 CF
	New Tub Faucets		1460	96	20,000	0	0	0	moved to 2009 CF
	New Kitchen Lights		1460	96	10,000	8,000	0	0	under review
	New Medicine Cabinets		1460	96	15,000	10,000	0	0	under review
	Exhaust Vents-Kitchen, Bathrooms		1460	192	11,000	9,000	0	0	under review
	Tile (VCT) in Apartments		1460	96	81,000	60,000	0	0	under review
	New Roof Fans		1460	5	2,500	2,500	0	0	under review
	New Main Entrance Doors		1460	1	12,000	8,000	0	0	under review
	A/C Elevator Mechanical Room		1460	1	3,500	3,500	0	0	under review
Jackson Heights	Lighting Boiler Rooms		1460	1	1,000	1,000	0	0	under review
PA 3-6 (continued)	Emergency Exit Doors		1460	3	10,000	8,000	0	0	under review

ATTACHMENT 10: FY 2005 PERFORMANCE AND EVALUATION REPORT

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Scranton Housing Authority			Grant Type and Number Capital Fund Program Grant No: PA26P00350105 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
	New Refrigerators	1465	96	34,000	34,000	0	0	under review
	New Stoves	1465	96	25,500	25,500	0	0	under review
	Community Restrooms	1470	2	10,000	10,000	0	0	under review
	New A/C-Office	1475	1	1,000	1,000	0	0	under review
	A/C & Heat Unit-Community Room	1475	1	20,000	20,000	0	0	under review
Jackson Terrace PA 3-8B	Handicapped Parking (2002) 504 Units	1450 1460	3 3	0 0	17,350 2,780	17,350 2,458	4,837 2,458	In Progress 2005 CF In Progress 2005 CF
Washington Plaza Pa 3-9	New Concrete Stairways New Sidewalks	1450 1450	6 11,250 sq.ft.	10,000 90,000	9,650 70,000	0 0	0 0	under review under review
	New Fencing	1450	1,500 l.f.	19,000	19,000	0	0	under review
	Resurface Parking Lot	1450	17,300 sq. ft.	19,000	19,000	0	0	under review
	Gutters and Downspouts	1460	5	10,000	10,000	0	0	under review
	New Porches	1460	5	120,000	80,000	0	0	under review
	New Lights	1460	60	8,000	8,000	0	0	under review
	Range Hoods	1460	60	6,000	5,000	0	0	under review
	New Thermostats	1460	60	6,000	5,000	0	0	under review
	504 Apartments	1460	3	30,000	20,000	0	0	under review
	New Boilers	1460	5	40,000	25,000	0	0	under review
	Hot Water Heaters	1460	5	5,000	5,000	0	0	under review
	Replace Building Lights	1460	5	15,000	10,000	0	0	under review
Washington Plaza PA 3-9 (continued)	New Playground Equipment A/C Community Room	1475 1475	1 1	10,000 6,000	10,000 6,000	0 0	0 0	under review under review

ATTACHMENT 11: FY 2006 PERFORMANCE AND EVALUATION REPORT

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
PHA Name: SCRANTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA26P00350106 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)						
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2007 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations	73,103	0	0	0	
3	1408 Management Improvements	412,000	0	0	0	
4	1410 Administration	175,000	0	0	0	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	80,000	0	0	0	
8	1440 Site Acquisition					
9	1450 Site Improvement	100,000	0	0	0	
10	1460 Dwelling Structures	845,000	0	0	0	
11	1465.1 Dwelling Equipment—Nonexpendable	42,000	0	0	0	
12	1470 Nondwelling Structures	185,000	0	0	0	
13	1475 Nondwelling Equipment	10,000	0	0	0	
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs	10,000	0	0	0	
18	1499 Development Activities					
19	1501 Collateralization or Debt Service					
20	1502 Contingency					
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,932,103	0	0	0	
22	Amount of line 21 Related to LBP Activities					
23	Amount of line 21 Related to Section 504 compliance					

ATTACHMENT 11: FY 2006 PERFORMANCE AND EVALUATION REPORT

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
PHA Name: SCRANTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA26P00350106 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)						
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2007 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
24	Amount of line 21 Related to Security – Soft Costs	400,000	0	0	0	
25	Amount of Line 21 Related to Security – Hard Costs					
26	Amount of line 21 Related to Energy Conservation Measures	200,000	0	0	0	

ATTACHMENT 11: FY 2006 PERFORMANCE AND EVALUATION REPORT

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: Scranton Housing Authority			Grant Type and Number Capital Fund Program Grant No: PA26P00350106 Replacement Housing Factor Grant No:				Federal FY of Grant: 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	Obligated	Expended	
Washington West PA 3-7	Community Room, Common Area Construction		1470	1	185,000	0	0	0	Under review
Washington Plaza PA 3-9	Site Work		1450	1	100,000	0	0	0	Under review
	New Entrance Doors		1460	70	55,000	0	0	0	Under review
	New Kitchens		1460	60	150,000	0	0	0	Under review
	New Bathrooms		1460	60	230,000	0	0	0	Under review
	Interior Doors and Hardware		1460	180	35,000	0	0	0	Under review
	New Windows		1460	280	160,000	0	0	0	Under review
	New Closet Doors		1460	190	60,000	0	0	0	Under review
	New Storm Doors		1460	70	25,000	0	0	0	Under review
	New Floor Tile		1460	17,000 sq.ft.	90,000	0	0	0	Under review
	New Baseboard Radiators		1460	4,000 l.f.	40,000	0	0	0	Under review
	New Stoves		1465	60	18,000	0	0	0	Under review
	New Refrigerators		1465	60	24,000	0	0	0	Under review

ATTACHMENT 12: FY 2007 ANNUAL STATEMENT

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: SCRANTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA26P00350107 Replacement Housing Factor Grant No:		Federal FY of Grant: 2007	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	10,000			
3	1408 Management Improvements	80,000			
4	1410 Administration	90,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	80,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	61,100			
10	1460 Dwelling Structures	1,243,785			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	316,300			
13	1475 Nondwelling Equipment	98,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	10,000			
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,989,185			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	212,700			

ATTACHMENT 12: FY 2007 ANNUAL STATEMENT

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
PHA Name: SCRANTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA26P00350107 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
24	Amount of line 21 Related to Security – Soft Costs	80,000				
25	Amount of Line 21 Related to Security – Hard Costs					
26	Amount of line 21 Related to Energy Conservation Measures	303,280				

ATTACHMENT 12: FY 2007 ANNUAL STATEMENT

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Scranton Housing Authority			Grant Type and Number Capital Fund Program Grant No: PA26P00350107 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	Obligated	Expended	
Washington West PA 3-7	Reconstruct New Steps from Sidewalk to Front Patio	1450	5	10,800				
	Construct Patio in Rear of Building	1450	520 Sq. Ft.	25,900				
	Construct Handicap Ramp in Rear of Bldg.	1450	1	24,400				
	Re-Do Entry Canopy, Doors & Lobby	1460	1	37,480				
	Renovate Foyer Area	1460	1	30,000				
	Install Heat in Stair Towers	1460	2	26,280				
	Convert 6 Apts into Open Foyer Areas on each of the Six Floors	1460	6	72,000				
	Renovate Hallways on Each Floor Level	1460	7	199,000				
	Provide Re-circulating Air in Corridors	1460	6	97,300				
	Convert 40 Efficiency Apts. into 20 One Bedroom Apts.	1460	20	627,725				
	Modify Apartment Exhaust System	1460	1	32,000				
	Modify Apartment Fin-Radiation Control	1460	115	122,000				
	Renovate Community Room into Dining Room with New Kitchen	1470	1	176,300				
	Enclose Front Open Area into Recreation Room	1470	1	60,000				
	Replace Large First Floor Windows	1470	8	62,000				
	Renovate Spare Room on First Floor	1470	1	18,000				
	Install Compact A/C System for Offices	1475	1	77,000				
	Install New Unit Heaters in Two Storage Areas	1475	2	16,000				

ATTACHMENT 13: FY 2008-2011 FIVE-YEAR PLAN

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name Scranton Housing Authority		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1 2007	Work Statement for Year 2 FFY Grant: 2008 PHA FY: 2009	Work Statement for Year 3 FFY Grant: 2009 PHA FY: 2010	Work Statement for Year 4 FFY Grant: 2010 PHA FY: 2011	Work Statement for Year 5 FFY Grant: 2011 PHA FY: 2012
PA 3-1 Valley View		161,500			921,013
PA 3-2 Hilltop		43,500	928,000	448,500	131,500
PA 3-3 Bangor Heights		36,800	5,450	648,885	264,600
PA 3-4 Adams Apts.			108,700	67,680	
PA 3-5 Adams High Rise		244,320	51,920	108,500	
PA 3-6 Jackson Heights		85,255	300,000		
PA 3-7 Wash. West		121,260			
PA 3-8A Riverside		54,800		85,000	114,980
PA 3-8B Jackson Terrace		45,000	64,250	172,395	
PA 3-9 Wash Plaza		696,750			
PA 3-12, 3-13 Scat.Sites		190,000	220,078	148,225	147,092
PHA Wide					100,000
Operations		10,000	10,000	10,000	10,000
Management Improvements		85,000	85,000	85,000	85,000
Administration		90,000	90,000	90,000	90,000
A & E Fees		100,000	100,000	100,000	100,000
Consultant					
Computer Hardware		5,000	5,787	5,000	5,000
Relocation		20,000	20,000	20,000	20,000
CFP Funds Listed for 5-year planning		1,989,185	1,989,185	1,989,185	1,989,185

SCRANTON HOUSING AUTHORITY JULY 2, 2007 FINAL

ATTACHMENT 13: FY 2008-2011 FIVE-YEAR PLAN

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1 2007	Activities for Year : <u>2</u> FFY Grant: 2008 PHA FY: 2009			Activities for Year: <u>3</u> FFY Grant: 2009 PHA FY: 2010		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	Valley View PA 3-1	Replace 50 Storm Doors	16,500	Hilltop Manor PA 3-2	New Steps and Railings	28,000
Annual		Replace Sewer Line House Traps	75,000		Replace Piping from New Boilers & Water Heaters to Baseboard in Units	900,000
Statement		Replace Trash Compactors (4)	50,000			
		Repair Radiator Steam Traps	20,000	Bangor Heights PA3-3	New Fixtures & Trim- Comm. Room Kitchen	5,450
	Hilltop Manor PA3-2	Repair Steps to 2 nd fl-1 Br. Units	27,000	Adams Apts. PA3-4	Replace Trash Chute Door	300
		Replace 50 Storm Doors	16,500		Replace Electrical Panels & Breakers in Units	41,400
					Replace Cabinet Heaters with Baseboards	67,000
	Bangor Heights PA3-3	Upgrade Administration Building	17,000			
		Replace 60 Storm Doors	19,800	Adams Hi-Rise PA3-5	Emergency Generator	22,000
					Replace Two Exit Doors	5,000
	Adams High Rise PA3-5	Replace GFI Outlets	55,200		Install New Roof Fans	24,920
		Install Arc-Fault Circuit Breakers	46,520			
		Install New Smoke Detectors	85,560	Jackson Hts. PA3-6	Install New Maintenance Shed	10,000
		Replace Fire Alarm Devices to Comply with A.D.A. Code	57,040		Hallway Heating System	5,000
					Resurface Electrical Conduit-Crawl Space	10,000
	Jackson Heights PA3-6	Replace GFI Outlets	30,300		New Roof	100,000
		Install Arc-Fault Circuit Breakers	30,300		New Windows	150,000
		Install New Smoke Detectors	15,655		New Peep Holes	5,000
		Replace Fire Alarm Devices to Comply with A.D.A. Code	9,000		New Tub Faucets	20,000
				Jackson Terr. PA3-8B	Replace Baseboard Covers in Rooms	42,250
	Washington West PA3-7	Replace GFI Outlets	42,400		New Storage Shed	10,000
		Install Arc-Fault Circuit Breakers	42,200		Replace Site Lighting	12,000

ATTACHMENT 13: FY 2008-2011 FIVE-YEAR PLAN

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1 2007	Activities for Year : 4 FFY Grant: 2010 PHA FY: 2011			Activities for Year: 5 FFY Grant: 2011 PHA FY: 2012		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	Hilltop Manor PA3-2	Replace VCT Flooring- 25 Units	60,000	Valley View PA3-1	Demolition, Site Work &Construction	921,013
		Replace Fencing	50,000			
		New Basketball Poles & Baskets	5,000	Hilltop Manor PA3-2	Replace Basement Doors	34,000
Annual		New Sidewalks	34,500		Replace Admin. Bldg. Doors	8,000
Statement		Resurface Parking Lots & Driveways	69,000		Resurface Tennis & Basketball Areas	60,500
		New Garage Heating	2,000		New Carpeting in Admin Bldg.	5,000
		New Picnic Tables	5,000		New Clothes Poles	3,000
		New Light Poles	18,000		New A/C in Admin. Bldg.	21,000
		Upgrade to 20 Amp Breakers in Units	200,000			
		New Sump Pump in Admin. Bldg.	5,000	Bangor Hts. PA3-3	Replace Sidewalks & Curbing	32,000
					Replace 100 Ranges	69,500
	Bangor Heights PA3-3	Replace Gas Lines from Streets	41,550		Replace 100 Refrigerators	35,000
		Resurface Clothes Pole Areas	20,000		New Electrical Service Panels	45,000
		New Piping from New Boilers & Water Heaters to Baseboard in Units	587,335		New Kitchen in Community Room	4,100
					Replace Front & Rear Entrance Doors	67,500
	Adams Apts. PA3-4	Replace Exterior Light Fixtures	14,000		Replace Window Screens	7,500
		Interior Emergency Lighting	6,500		New Entrance Door-Community Room	4,000
		Porch and Step Resurfacing	12,000			
		Renovate Common Areas	35,180	Riverside Apts.PA3-8A	New Refrigerators	17,500
					Replace 18 Doors for Boiler Rooms	34,000
	Adams Hi-Rise PA	Install Storm Doors on Balconies	24,000		Replace 10 Storm Doors	13,000
		Recaulk Expansion Joints	9,000		Replace Ranges	18,440
		Replace Blacktop Areas	6,000		Replace 40 Interior Doors	19,040
		Fire Alarm System	10,000		Replace 40 Windows	13,000

ATTACHMENT 13: FY 2008-2011 FIVE-YEAR PLAN

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1 2007	Activities for Year : 4 FFY Grant: 2010 PHA FY: 2011			Activities for Year: 5 FFY Grant: 2011 PHA FY: 2012		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	Adams Hi-Rise (Cont.)	Sprinkler System Drain Line	15,000	Scattered Sites PA 3-12 & PA 3-13	Various Upgrades to Scattered Sites	147,092
Annual		A/C Elevator Mechanical Room	3,500			
		Replace Heaters in Hallways	24,000	PHA Wide	Operations	10,000
		Ventilation in Stair Ways	15,000		Security	10,000
		Replace Door in Generator Room	2,000		Investigation	60,000
					Computer Software	15,000
	Riverside Apts. PA3-8A	Replace Closet Doors	11,000		Administration	90,000
		New Storage Shed	10,000		A & E Fees	100,000
		Replace Site Lighting	12,000		Computer Hardware	5,000
		Resurface Blacktop Areas	24,000		Relocation	20,000
		Install Playground	7,000		Fire Code Upgrades	100,000
		New Fencing	21,000			
	Jackson Terrace PA3-8B	Resurface Blacktop Areas	26,000			
		Install Playground	7,000			
		New Fencing	22,000			
		New Refrigerators	17,500			
		Replace Closet Doors	13,750			
		Security Screens on Lower Levels	5,000			
		New Sidewalks	80,000			
		New Baseboard Radiator	1,145			
	Scattered Sites PA 3-12 & PA3-13	Various Upgrades to Scattered Sites	148,225			
				TOTAL		1,989,185

ATTACHMENT 14 – Termination of Section 8 Voucher HAP Contracts

Starting in 2005 Congress amended the Voucher program by mandating that Authorities ensure that they maintain sufficient funds to administer their program. Since HUD has steadily reduced the funding made available to the Scranton Housing Authority, it is being forced to reduce the number of households that it can assist. The first step taken by the Authority when sufficient funds are not provided by HUD is to stop admitting new households to the program. However, if this step is not sufficient to bring subsidy costs within the HUD provided allocation, the Authority will have no choice but to terminate HAP contracts for current participants.

The HAP contracts between the Authority and the Landlord contains the following: “4. (5) The PHA may terminate the HAP contract if the PHA determines, in accordance with HUD requirements, that available program funding is not sufficient to support continued assistance for families in the program.”

The Federal Register (24 CFR 982.454) states: “The PHA may terminate the HAP contract if the PHA determines, in accordance with HUD requirements, that funding under the consolidated ACC is insufficient to support continued assistance for families in the program.” This provision has been emphasized by HUD in Notice PIH 2005-9 issued on February 25, 2005 and reissued in Notice PIH 2006-32 on August 21, 2006.