

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

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# PHA Plans

5 Year Plan for Fiscal Years 2007 - 2011  
Annual Plan for Fiscal Year 2007

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

## PHA Plan Agency Identification

**PHA Name:** Housing Authority of the City of Easton

**PHA Number:** PA024

**PHA Fiscal Year Beginning: (01/2007)**

### Public Access to Information

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

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

### Display Locations For PHA Plans and Supporting Documents

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2007 - 2011**  
[24 CFR Part 903.5]

**A. Mission**

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)

**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)
- PHA Goal: Improve the quality of assisted housing  
Objectives:
- Improve public housing management: (PHAS score - 78)
  - Improve voucher management: (SEMAP score - 93)
  - 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)

- 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)

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

- PHA Goal: Provide an improved living environment
  - Objectives:
    - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
    - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
    - Implement public housing security improvements:
    - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
    - Other: (list below)

**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)

**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)

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

It is the goal and objective of the housing authority to develop policies and/or programs that will conform to the Violence Against Women Act and Department of Justice Reauthorization Act of 2005 (VAWA). The authority will make modifications and/or develop policies within both the public housing and Section 8 admissions and occupancy programs that are intended to support or assist victims of domestic violence, dating violence, sexual assault, or stalking – as well as members of the victims' immediate families.

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

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

- Standard Plan**  
**Streamlined Plan:**
- High Performing PHA**
  - Small Agency (<250 Public Housing Units)**
  - Administering Section 8 Only**
- Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

See attachment pa024b01

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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**Attachments**

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

**Required Attachments:**

- Admissions Policy for Deconcentration
- FY 2007 Capital Fund Program Annual Statement (pa024a01.xls)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

**Optional Attachments:**

- PHA Management Organizational Chart
- FY 2007 Capital Fund Program 5 Year Action Plan (pa024b01.xls)
- 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)

**Supporting Documents Available for Review**

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <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
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	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
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	726	4	4	3	3	3	3
Income >30% but <=50% of AMI	190	3	4	3	3	2	2
Income >50% but <80% of AMI	54	2	3	2	1	2	1
Elderly	67	2	1	1	2	1	2
Families with Disabilities	224	3	3	3	3	2	3
Race/Ethnicity	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Race/Ethnicity	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Race/Ethnicity	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Race/Ethnicity	n/a	n/a	n/a	n/a	n/a	n/a	n/a

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 2005-2009
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List	
Waiting list type: (select one)	
<input type="checkbox"/>	Section 8 tenant-based assistance
<input checked="" type="checkbox"/>	Public Housing
<input type="checkbox"/>	Combined Section 8 and Public Housing
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)
If used, identify which development/subjurisdiction:	

<b>Housing Needs of Families on the Waiting List</b>			
	# of families	% of total families	Annual Turnover
Waiting list total	547		117
Extremely low income <=30% AMI	400	73.12	
Very low income (>30% but <=50% AMI)	112	20.48	
Low income (>50% but <80% AMI)	35	6.40	
Families with children	402	73.49	
Elderly families	52	9.51	
Families with Disabilities	93	17.00	
Race - White	341	62.34	
Race - Black	195	35.65	
Race – Amer. Indian	3	.55	
Race – Asian	7	1.28	
Race – Pac. Islander	1	.18	
Ethnicity	78	14.26	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	234	42.78	
2 BR	254	46.44	
3 BR	40	7.31	
4 BR	12	2.19	
5 BR	7	1.28	
5+ BR	0	0	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

### Housing Needs of Families on the Waiting List

Waiting list type: (select one)

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

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	423		53
Extremely low income <=30% AMI	326	77.06	
Very low income (>30% but <=50% AMI)	78	18.44	
Low income (>50% but <80% AMI)	19	4.50	
Families with children	277	65.48	
Elderly families	15	3.55	
Families with Disabilities	137	30.97	
Race - White	246	58.16	
Race - Black	177	41.84	
Ethnicity	51	12.06	

Characteristics by  
Bedroom Size (Public  
Housing Only)

1BR

2 BR

3 BR

4 BR

5 BR

5+ BR

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

If yes: List closed on 10/15/2004

How long has it been closed (# of months)? 24

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

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

### C. Strategy for Addressing Needs

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

#### (1) Strategies

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

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

Select all that apply

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

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

Select all that apply

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

**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
- Other: (list below)

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

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

Select if applicable

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

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

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2007 grants)</b>		
a) Public Housing Operating Fund	\$1,483,612.00	
b) Public Housing Capital Fund	827,875.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
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)		
Section 8	1,639,902.00	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
2005 CFP	529,644.78	
2006 CFP	662,700.00	
<b>3. Public Housing Dwelling Rental Income</b>		
Dwelling Rental	1,417,380.00	
<b>4. Other income (list below)</b>		
Public Housing Investments	125,000.00	
Section 8 Administrative Fees	178,790.00	
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	<b>\$6,864,903.78</b>	

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

[24 CFR Part 903.7 9 (c)]

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

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

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

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (120 days)
- Other: (describe)

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (Debt to this or any PHA)

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
- Other (list below)

Telephone, mail or home visit for disabled applicants.

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

1. How many site-based waiting lists will the PHA operate in the coming year?
2.  Yes  No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?
3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
  - PHA main administrative office
  - All PHA development management offices
  - Management offices at developments with site-based waiting lists
  - At the development to which they would like to apply
  - Other (list below)

**(3) Assignment**

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

- One  
 Two  
 Three or More

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

Emergencies

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

c. Preferences

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

Former Federal preferences:

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

Other preferences: (select below)

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

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.

Date and Time

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- 2) 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)
  - 1) Resident of Easton
  - 3) Singles

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)
  - Staff response to stated questions.

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

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

**(6) Deconcentration and Income Mixing**

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

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

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).**

### **(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)  
Debt to this or any PHA
- 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)  
Tenant history with previous Section 8 landlords;  
Public Housing tenancy records as appropriate.

### **(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)

Telephone, mail or home visit for disabled applicant.

**(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:

If participant produces Good Faith Effort.

**(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
  - Welfare to Work awardee;
  - Disposition/Demolition relocation from HACE;
  - Resident of the City of Easton.

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.

Date and Time

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

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)
  - (1) Disposition/Demolition relocation from HACE
  - (1) Welfare to Work awardee
  - (2) Resident of the City of Easton

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)
- Date and time of application
- Drawing (lottery) or other random choice technique
5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)
- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan
6. Relationship of preferences to income targeting requirements: (select one)
- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

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

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

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

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

- Through published notices
- Other (list below)

Through announcements made by Program Partners/Team.

**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:

The family has lost eligibility or is awaiting determination for Federal, State or Local assistance; the family would be evicted as a result of the imposition of the minimum rent requirement; the income of the family has decreased because of changed circumstances; including:

- Loss of employment
- Death in family
- Other circumstances as determined by PHA or HUD

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

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

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

1. Minimum rent \$50 if family claims zero income.
2. Flat rents as appropriate per development.

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)  
Child support payments

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

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

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

**(2) Flat Rents**

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

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

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

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

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

- At or above 90% but 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)

- 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)

- (1) The family has lost eligibility or is awaiting determination for Federal, State or Local assistance, including a family with a member who is a non-citizen lawfully admitted for permanent residence under the Immigration and Nationality Act and who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity act of 1996;
- (2) The family would be evicted as a result of the imposition of the minimum rent requirement;
- (3) The income of the family has decreased because of changed circumstances, including:
  - Loss of employment;
  - Death in the family;
  - Other circumstances as determined by the PHA or HUD.

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

## A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

The management structure of HACE establishes the Board of Commissioners as the ultimate decision making group regarding all policies involving all operations of the agency.

The Executive Director, who answers directly to the Board of Commissioners, is responsible for the successful application of all policies prescribed by the Board, supervising the implementation of resultant programs in compliance with HUD regulations and requirements.

The directors of six departments answer to and assist the Executive Director. The departments are Occupancy, Finance, Operation, Project Management, Modernization (or Capital Improvement) and Special Programs.

The Operations Director applies on-hand guidance and supervision as needed to the private firm contracted through procurement procedure to provide all required maintenance services. The Operations Director also supervises procurement and inventory control.

A housing inspector reports to the Occupancy Director.

All information is channeled from each of the departments to the Executive Director and ultimately to the Board of Commissioners.

## B. HUD Programs Under PHA Management

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	543	120
Section 8 Vouchers	286	45
Section 8 Certificates	0	0
Section 8 Mod Rehab	0	0
Special Purpose Section 8 Certificates/Vouchers (list individually)	0	0

Public Housing Drug Elimination Program (PHDEP)	0	0
Other Federal Programs(list individually)	0	0

### 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)
  - Completed Maintenance Bid Packages and Contracts Awarded through Procurement
  - Admissions and Continued Occupancy Policy
- (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.

### A. Public Housing

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

If yes, list additions to federal requirements below:

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

### B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office  
 Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

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

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

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

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

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (pa024a01.xls)

-or-

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

#### **(2) Optional 5-Year Action Plan**

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

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

b. If yes to question a, select one:

- The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (pa024b01.xls)

-or-

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

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development  
 Revitalization Plan submitted, pending approval  
 Revitalization Plan approved  
 Activities pursuant to an approved Revitalization Plan underway

- Yes  No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

Delaware Terrace  
Delaware Terrace Annex

- 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:

PA024-01  
PA024-03

- 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:

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of

1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

Delaware Terrace – Implement Hope VI revitalization grant  
 Delaware Terrace Annex – Implement Hope VI revitalization grant

2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	Delaware Terrace
1b. Development (project) number:	PA024-01
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	<u>07/10/2006</u>
5. Number of units affected:	228
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 9/15/2006 b. Projected end date of activity: 5/31/2010

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	Delaware Terrace Annex
1b. Development (project) number:	PA024-03
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	<u>07/10/2006</u>
5. Number of units affected:	22

6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 9/15/2006 b. Projected end date of activity: 5/31/2010

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

[24 CFR Part 903.7 9 (i)]

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

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

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

<b>Designation of Public Housing Activity Description</b>
1a. Development name: Harlan House
1b. Development (project) number: PA024-05
2. Designation type: Occupancy by only the elderly <input checked="" 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 checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (06/07/2001)

<p>5. If approved, will this designation constitute a (select one)</p> <p><input checked="" type="checkbox"/> New Designation Plan</p> <p><input type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>6. Number of units affected: 100</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input checked="" type="checkbox"/> Total development</p>

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>
<p>1a. Development name:</p> <p>1b. Development (project) number:</p>
<p>2. What is the status of the required assessment?</p> <p><input type="checkbox"/> Assessment underway</p> <p><input type="checkbox"/> Assessment results submitted to HUD</p> <p><input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question)</p> <p><input type="checkbox"/> Other (explain below)</p>
<p>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.)</p>
<p>4. Status of Conversion Plan (select the statement that best describes the current status)</p> <p><input type="checkbox"/> Conversion Plan in development</p>

- Conversion Plan submitted to HUD on: (DD/MM/YYYY)
- Conversion Plan approved by HUD on: (DD/MM/YYYY)
- Activities pursuant to HUD-approved Conversion Plan underway

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

- Units addressed in a pending or approved demolition application (date submitted or approved: \_\_\_\_\_)
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: \_\_\_\_\_)
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: \_\_\_\_\_)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

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

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

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

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description

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

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

**B. Section 8 Tenant Based Assistance**

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

2. Program Description:

Eligible participants in the Section 8 Housing Choice Voucher program, including participants with portable vouchers, will have the option of purchasing a home with their Section 8 assistance rather than renting. Participants may have their choice of (1) receiving monthly homeownership assistance for the term permitted by HUD regulations; or (2) receiving a single down-payment assistance grant.

Section 8 homeownership assistance may be used to purchase the following types of homes within the jurisdiction of HACE: new or existing single-family, condominium, planned used developments, cooperatives, lofts, line/work unites, or assistance to another jurisdiction, provided the receiving jurisdiction operates a Section 8 home-ownership program for which the Section 8 home-ownership applicant qualifies.

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (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? DD/MM/YY

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

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families

- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

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

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
KIC - Kids in the Community LAFAYETTE COLLEGE PA24-2	50	All residents	Site Office	Public Housing
Head Start PA24-1	30	All residents	Site Office	Both

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

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2006 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	0	11 as of 6/30/06
Section 8	0	20 as of 6/30/06

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

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
  - Informing residents of new policy on admission and reexamination
  - Actively notifying residents of new policy at times in addition to admission and reexamination.
  - Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
  - Establishing a protocol for exchange of information with all appropriate TANF agencies
  - Other: (list below)

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

**13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

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

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

1. Describe the need for measures to ensure the safety of public housing residents

(select all that apply)

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

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

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

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

PA024-01

PA024-02

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

1. List the crime prevention activities the PHA has undertaken or plans to undertake:

(select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

PA024-01

PA024-02

### C. Coordination between PHA and the police

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

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

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

PA024-01

PA024-02

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

PHAs eligible for FY 2007 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- 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 2007 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

## **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)  
 Not applicable  
 Private management  
 Development-based accounting  
 Comprehensive stock assessment  
 Other: (list below)
3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

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

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

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

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

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

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

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

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

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

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

Jurisdiction’s certification of Plan compliance by PHA

**D. Other Information Required by HUD**

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

It is the goal and objective of the housing authority to develop policies and/or programs that will conform to the Violence Against Women Act and Department of Justice Reauthorization Act of 2005 (VAWA). The authority will make modifications and/or develop policies within both the public housing and Section 8 admissions and occupancy programs that are intended to support or assist victims of domestic violence, dating violence, sexual assault, or stalking – as well as members of the victims’ immediate families.

## **Attachments**

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



## PET POLICY

HACE has adopted a pet policy in compliance with requirements set forth in the Federal Register of 07/10/00.

**PROGRESS STATEMENT TOWARD MEETING**  
**FIVE-YEAR PLAN**  
**MISSIONS AND GOALS**

Through the current plan year and as we approach the 2007 plan year, HACE is continuing to implement its policies and programs in compliance with HUD regulations and thus is continuing to promote adequate and affordable housing, economic opportunity and suitable living environment, free from discrimination.

- Continued to manage a successful Section 8 Welfare to Work Voucher Program.
- HACE has recorded solid progress in the implementation of its Family Self-sufficiency Program for its public housing residents. A total of 31 residents are participating at the time of this writing and it is expected that number will increase.
- Maintained a close watch on TARs through the ad hoc duties of a specially trained staff person. Affected timely evictions in cases of non-payment. In order to continue reducing the outstanding debt owned to the housing authority, a Collection Agency has been contracted with Board of Commissioner approval.
- HACE continued to direct the expenditures of the CFP allocation and a substantial part of its general fund budget toward the renovation and physical upkeep of its public housing units.
- HACE is in the process of completely updating its MIC system; training has begun and should be completed by the end of 2006.
- HACE now employs six full-time administrative staff members who have been fully certified by the Pennsylvania Civil Service Commission and who are recognized as bona fide staff members without any limiting qualifications. All six were public housing residents at the time of hiring. The Civil Service Certification for each was accomplished upon completion of a job training process in HACE offices. HACE uses this process to add low-income individuals to the work force, thus enhancing their life values.
- HACE continues to provide rent free bona fide classroom space, offices, kitchen facilities and restrooms for the federally funded Head Start Program.
- HACE continues to allow to the Boys & Girls Club of Easton exclusive occupancy of the Martin Luther King Center which serves as the home of the Boys & Girls Club in the very midst of Delaware Terrace, the housing authority's largest development.
- HACE continues to apply policies ensuring Equal Housing Opportunity, including units made accessible to persons with disabilities.
- During the 2004 plan year, the Housing Authority revised its agency plan to allow for the implementation of a Section 8 Homeownership program. That program continues to be further developed.

- HACE has submitted a Hope VI application for the demolition/revitalization of Delaware Terrace and part of Delaware Terrace Annex. The application with the support of 70 community services agencies includes 125 programs which will provide extraordinary community and recreation services. We are awaiting HUD's decision.
- The housing authority welcomes the life value enhancements made available to its residents by Head Start, and the Boys & Girls Club of Easton, therefore, if Hope VI funding should become a reality, facilities for those entities will be modernized so that their operations may continue and increase. Facilities for other agencies will also be available so that additional programs may be implemented.
- HACE continues to have a two-person housing management staff occupy offices in the site administration building in Delaware Terrace.
- HACE has received a grant from the Northampton County Community and Economic Association for funding to implement a Lease to Purchase Homeownership Program.
- Revision of the housing authority by-laws has been completed by the Board of Commissioners.
- HACE has implemented a newsletter which is sent quarterly to its residents.
- HACE will continue to encourage resident empowerment through support and assistance of the Resident Management Associations.
- HACE issued Request for Proposals for maintenance, lawn maintenance, cleaning and painting of vacant units, cleaning of offices and common areas, and extermination services. The goal of the authority is to improve appearance, turnover and quality of work performed.
- HACE has researched the possibility of having a non-traditional hour's child care provider on site in the Delaware Terrace development to assist parents in gaining educational skills and/or employment to increase their chances of becoming self-sufficient. HACE will issue a Request for Proposals to provide space to a qualified, DPW approved child care provider.
- HACE is aware of the Violence Against Women Act and Department of Justice Reauthorization Act of 2005 (VAWA) and is currently reviewing the content of the act. Modification and adjustments of our policies will follow accordingly.
- HACE will establish a planning committee to develop and implement an emergency preparedness plan in order to be prepared to deal with weather or other emergency situations.

## POLICY FOR COMMUNITY SERVICE

1. The Housing Authority will administer the community service or self-sufficiency activities of its residents in compliance with 24CFR Part 960.
2. Along with the notice for re-examination any household with members 18 through 61 years of age will receive a list of household members who are subject to the service.
3. At the re-examination interview, the resident shall declare any exempt members and the reason for exemption. Verification forms will be sent to document any exempt status or the resident may present verification.
4. The resident will be notified that changes in exemption status can be requested at any time and verified as noted in 3 above.
5. After verification, the Housing Authority will notify the family of its findings regarding the exempt members and those subject to service requirements. A description of the service requirement will be sent to those who qualify.
6. The Housing Authority will review compliance with service requirements and verify compliance annually at least 30 days prior to the end of the 12-month lease term.
7. Documentation of service performance or exemption will be maintained in the resident's/family file.
8. The policy will comply with non-discrimination and equal opportunity requirements.

As developed by HACE policy, community service requirements are described as the performance of voluntary work or duties that provide a public benefit and that serve to improve the quality of life, enhance resident self-sufficiency and increase resident self-responsibility in the community. Such service is not employment and is not to include any political activities.

In compliance with 24CFR 960.600 through 960.609, each non-exempted adult resident must contribute 8 hours per month. Community service can be performed at a housing authority location, with the type of duties to be determined after consultation with the resident involved. Other sites for community service may be pre-approved by the housing authority. Residents who participate in the "Economic Self-Sufficiency Program" for 8 hours each month will be recognized as meeting their monthly requirements. Residents may combine community service and self-sufficiency activities to meet the monthly requirements. The participating resident will be required to submit a monthly verification form confirming participation.

RESIDENT COMMISSIONER IDENTIFICATION

Name: Brenda Rabelo Diaz

Appointed by: Philip B. Mitman, Mayor  
City of Easton

Appointment Date: March 8, 2006  
Term Expiration: February 15, 2011

RESIDENT ADVISORY BOARD MEMBERS

BREUER, MARY ANN

CAMPBELL, THERESA

DE NOYELLES, ANNE

DEAL, FREELYN

DEEMER, JEANNETTE

GRIMES, SHONTELL

JONES, JUSTENE

KRAVANJA, RAYMOND

LEWIS, TAMEKA

METLER, ETHEL

MOYE, TONYA R.

ROGERS, DAISY

THOMPSON, CASSANDRA

VINING, VALERIE

WILLIAMS, DIANE

WILLIAMSON, ARLENE

FOLLOW-UP PLAN 2005  
PA024 – HOUSING AUTHORITY OF THE CITY OF EASTON

**Deficiency: Communication**

1. Conduct with each new leaseholder and family a special lease orientation session during which all conditions of the lease will be explained clearly in sufficient detail to ensure understanding. Questions from the new residents will be welcomed and answered completely. Role-playing may be employed as appropriate. A video explaining the conditions of the lease will also be shown to all residents.
2. Site management staff will increase postings of notices regarding activities, both business and social, between agency and the residents.
3. A quarterly newsletter will be published and delivered to all residents. The newsletter will include information for all developments including: a question and answer section, information from various housing authority departments updating residents on improvements or reaffirming policies, a section written by resident management associations and self-improvement information to assist residents in areas such as job fairs or homeownership classes, will be published.
4. Residents will be encouraged to read and become familiar with housing authority policies. Periodic resident/staff meetings will be held to encourage residents to comment on policies and help design solutions to issues affecting residents.
5. Bi-monthly meetings of the Resident Advisory Board will continue to take place. Board members will be advised to discuss the information they receive at these meetings at their Resident Management Association Meetings, this will keep the general population informed of housing authority activities.

**Deficiency: Safety**

1. The housing authority recognizes that the Resident Management Associations are the direct link to residents in each development. Staff will encourage residents to participate in RMA's and subsequently RMA officers will become members of the Resident Advisory Board.
2. Bi-monthly meetings of the Resident Advisory Board will continue to take place. Board members will be asked to help design solutions to the safety issues.
3. Resident Management Associations will be asked to communicate with their members and ask them to inform the police department and the housing authority of any problems in their neighborhood.
4. Police will continue to send all incident reports regarding any criminal activity that ensues on housing authority property. Housing Authority personnel will investigate and take appropriate action to remove residents when applicable.
5. The housing authority will continue to work in cooperation with the police department. Police substations in the developments are accessible to police at all times and use of vacant units for surveillance or pursuit will be made available upon police request.

6. The housing authority will continue to investigate other provisions for security for its developments; these may include undercover operations, above baseline police patrols, surveillance cameras and development of a security plan.
7. Lighting in common areas will be checked routinely by the housing authority and residents will be asked to notify the housing authority immediately of any lights that are not working properly within the developments.

**Deficiency: Neighborhood Appearance**

1. Site management personnel will continue to encourage residents to dispose of trash and waste matter properly.
2. Housing management will meet with Resident Management Associations to enlist their aid in encouraging residents of their development to dispose of trash and waste matter properly. The housing authority will also encourage residents who must perform community service, to perform their services within their own communities and help clean and beautify their neighborhoods.
3. Garbage cans with lids will be required for all residents living in family developments, this policy will be discussed at leasing and re-leasing meetings. The housing authority will look into other solutions to remedy the trash problems.
4. Graffiti will continue to be removed immediately upon its discovery.
5. Vigorous lease policy enforcement and actions will be applied and whenever necessary, matters will be placed in the hands of the judicial system.
6. Evictions will take place upon the fourth violation of the clean-up program established by the housing authority in 2004. This program's goal is to keep yards free of litter, debris, broken furniture, broken toys, broken bicycles, bicycle parts, abandoned auto parts and any other unauthorized items.
7. All lawn maintenance is being performed by a private contractor within all family developments.

PHA Name: <b>EASTON HOUSING AUTHORITY</b>	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2007</b>
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Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	165,575.00	-	-	-
3	1408 Management Improvements	45,915.00	-	-	-
4	1410 Administration	82,785.50	-	-	-
5	1411 Audit	1,500.00	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	60,000.00	-	-	-
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	113,575.00	-	-	-
10	1460 Dwelling Structures	255,424.50	-	-	-
11	1465.1 Dwelling Equipment - Nonexpendable	16,000.00	-	-	-
12	1470 Nondwelling Structures	18,600.00	-	-	-
13	1475 Nondwelling Equipment	63,500.00	-	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	5,000.00	-	-	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	-	-	-	-
20	1502 Contingency	-	-	-	-
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 827,875.00	\$ -	\$ -	\$ -
22	Amount of line 21 Related to LBP Activities	6,000.00	-	-	-
23	Amount of line 21 Related to Section 504 Compliance	52,143.10	-	-	-
24	Amount of line 21 Related to Security - Soft Costs	35,662.00	-	-	-
25	Amount of line 21 Related to Security - Hard Costs	17,000.00	-	-	-
26	Amount of line 21 Related to Energy Conversation Measures	25,500.00	-	-	-

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

PHA Name:		Grant Type and Number			Federal FY of Grant:			
<b>EASTON HOUSING AUTHORITY</b>		Capital Fund Program Grant No:			<b>2007</b>			
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>PA24-1</b>								
<b>Delaware Terrace</b>	Re-Point Brick Exterior	1460.00	37	13,000.00				
	Repair Chimneys	1460.00	5	10,000.00				
	Replace Sewer Lines	1450.00	700 LF	24,000.00				
	Replace Heat Dist. Lines	1460.00	700 LF	19,000.00				
	Install Security Cameras	1450.00	5	10,000.00				
	Install Boilers, Re: Heat	1460.00	35	21,196.20				
	Replace Ranges	1465.10	25	5,000.00				
	Replace Hot-Cold Wtr. Lines	1460.00	37	10,000.00				
	Landscape	1450.00	1000 Sq. Ft.	2,000.00				
	Replace Selected Doors	1460.00	25	5,000.00				
	Rep/Repl Selected Screen Doors	1460.00	25	5,000.00				
	Replace Refrigerators	1465.10	25	5,000.00				
	Replace Range Hoods	1460.00	228	6,000.00				
	Replace Exterior Lights	1450.00	50	5,000.00				
	Renovate/Build units to satisfy 504 requirement compliance	1460.00		40,643.10				
	Relocation Costs	1495.10	3	5,000.00				
	Update Easton Electrical Code	1460.00	100	1,000.00				
	Install Exterior Mail Boxes	1450.00	10	5,000.00				
<b>PA24-2A</b>	Install Security Cameras	1450.00	2	3,000.00				
<b>Jefferson St.</b>	Rep/Replace Interior Plumbing	1460.00	55	5,500.00				
	Replace Selected ranges	1465.10	20	2,000.00				
	Rep/Replace Selected Roofs	1460.00	5	2,000.00				
	Replace VAT Floor Tile	1460.00	10	2,500.00				
	Repair/Replace Exterior Lights	1450.00	20	2,000.00				
	Replace Selected Ref.	1465.10	20	3,000.00				













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

Activities for 2006	Activities for Year: <u>2008</u> FFY Grant: <u>2008</u> PHA FY: <u>12/31/2007</u>			Activities for Year: <u>2009</u> FFY Grant: <u>2009</u> PHA FY: <u>12/31/2008</u>		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	PA24-1	Rep.50% Interior Doors	\$59,864.00	PA24-1	Rep. 50% Interior Doors	\$40,000.00
	Delaware Terrace	Repl. 50% basebd/trim	54,891.00	Delaware Terrace	Repl. 50% basebd/trim	54,891.00
		Install Security Cameras	30,000.00			
		Repl./refinish 50% wood floors	54,313.00		Install New Boilers for Heat and Hot Water	92,295.20
		Install 50% stove top	30,495.00		Install 50% stove top	
		fire suppression system			fire suppression system	25,495.00
		Repl. 50% medicine cab	17,463.00		Repl. 50% medicine cab	17,463.00
		Repl. Screen doors	8,000.00		504 Compliance	11,800.00
					Construct Storage	42,883.10
	Authority Wide	Repl/repair selected sidewalks	38,894.20		Sheds, Boiler Rooms	
		Pave Parking Lots	18,285.20			
	PA2A & 2B	Replace Sel. Windows	15,000.00	PA24-2A & 2B	Remve VAT gallery bldg	36,700.00
	Jefferson & N. Union Sts	Relocation (1495.1)	2,800.00		Install VCT gallery bldgs	56,700.00
		Replace Exterior Lights	10,500.00			
		Install Playground Equip	10,000.00		Relocation (1495.1)	6,000.00
		Replace Windows	5,000.00			
				PA24-3	Replace Selected	11,000.00
	Contingency (1502)	Contingency	2,000.00	Delaware Terrace	Roofs	
				Annex	Replace Selected	18,285.20
	PA24-4	Replace Ext. Lights	10,124.00		Sidewalks	
	Walter House	Replace cornice, roof	7,500.00		504 Compliance	10,000.00
		Replace Fire Alarm System	10,000.00		Install ext. Mail boxes	5,000.00
	PA24-6C	Replace Int. Lights	10,000.00			
	Bushkill House	Replace Mail Boxes	5,000.00			
		Replace Fire Alarm	10,000.00			
157 Bldg. (1470)	Replace Parking Lot	10,000.00				
	<b>Total CFP Estimated Cost</b>		\$ 420,129.40			\$ 428,512.50



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

Activities for Year 1	Activities for Year: <u>2008</u> FFY Grant: <u>2008</u> PHA FY: <u>12/31/2007</u>			Activities for Year: <u>2009</u> FFY Grant: <u>2009</u> PHA FY: <u>12/31/2008</u>			
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost	
See Annual Statement							
		<b>Total CFP Estimated Cost</b>		\$ -			\$ -



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

Activities for Year: <u>2010</u> FFY Grant: <u>2010</u> PHA FY: <u>12/31/2010</u>			Activities for Year: <u>2011</u> FFY Grant: <u>2011</u> PHA FY: <u>12/31/2011</u>		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
Operations (1406)	Operations	\$165,575.00	Operations (1406)	Operations	\$165,575.00
Management Improvements (1408)	Staff Training	10,000.00	Management	Staff Training	10,000.00
	MIS Training	15,000.00	Improvements (1408)	MIS Training	5,000.00
	MIS Imprvmts - software	20,000.00		MIS Imprvmts - software	10,000.00
	Family Self-sufficiency	10,000.00		Family Self-sufficiency	5,000.00
	Resident Initiatives	10,000.00		Resident Initiatives	5,000.00
	Employee Benefits	20,000.00		Employee Benefits	20,000.00
Administration (1410)	Salaries/Benefits	80,787.50	Administration (1410)	Salaries/Benefits	80,787.50
	Advertising	500.00		Advertising	500.00
Legal Fees (1410.4)	Legal Fees (1410.4)	1,500.00	Legal Fees (1410.4)	Legal Fees (1410.4)	1,500.00
Audit Costs (1411)	Closed out programs	500.00	Audit Costs (1411)	Closed out programs	500.00
Fees & Costs (1430)	A/E Costs	30,000.00	Fees & Costs (1430)	A/E fees	35,000.00
	Consultants	10,000.00		Consultants	10,000.00
Non-dwelling Equipment (1475)	MIS (Hardware)	30,000.00	Non-dwelling Equipment (1475)	MIS Hardware	20,000.00
	Office furniture/equipment	6,000.00		Office Equip/furniture	6,000.00
	Purchase vehicle for Mod Dept.	10,000.00			
Non-Dwelling Building (1470)	Repair Maint. Bldg,.	20,000.00			
<b>Total CFP Estimated Cost</b>		<b>\$ 439,862.50</b>			<b>\$ 374,862.50</b>



**Capital Fund Program Five-Year Action Plan  
Part I: Summary**

PHA Name <b>EASTON HOUSING AUTHORITY</b>		<input checked="" type="checkbox"/> Original 5-Year <input type="checkbox"/> Revision No. <b>1</b>			
Development Number/Name/HA- Wide	Year 1  2007	Work Statement for Year 2 FFY Grant: <b>2008</b> PHA FY: <b>12/31/2008</b>	Work Statement for Year 3 FFY Grant: <b>2009</b> PHA FY: <b>12/31/2009</b>	Work Statement for Year 4 FFY Grant: <b>2010</b> PHA FY: <b>12/31/2010</b>	Work Statement for Year 5 FFY Grant: <b>2011</b> PHA FY: <b>12/31/2011</b>
	<b>Annual Statement</b>				
PA24-1 Delaware Terrace		\$275,026	289,250.00		
PA24-2 Jefferson & N. Union Sts.		\$43,500	113,400.00	196,654.00	397,495.00
PA24-3 Delaware Terrace Annex			30,000.00	166,496.00	
PA24-4 Walter House		25,124.00			
PA24-6A Scattered Sites					
PA24-6C Bushkill House		25,000.00			63,500.00
157 S. Fourth St. Admin. Office		10,000.00			
Authority Wide PA24-1 thru 6		73,285.20			
Relocation (1495.1)		2,000.00	6,000.00	36,000.00	13,155.00
Operations (1406)		175,233.80	183,519.00	183,519.00	183,519.00
Managements Improvements (1408)		32,000.00	20,000.00	65,000.00	35,000.00
Administration (1410)		87,616.90	122,500.00	112,000.00	112,000.00
Audit Costs (1411)		500.00	500.00	500.00	500.00
Fees & Costs (1430)		50,000.00	46,000.00	41,000.00	46,000.00
Non-dwelling Equipment (1475)		56,883.10	45,000.00	55,000.00	
Contingency (1502)					
Non-Dewelling Bldgs. (1470)		20,000.00	20,000.00	20,000.00	25,000.00
CFP Funds Listed for 5-year planning		\$876,169	876,169.00	876,169.00	876,169.00
Replacement Housing Factor Funds					

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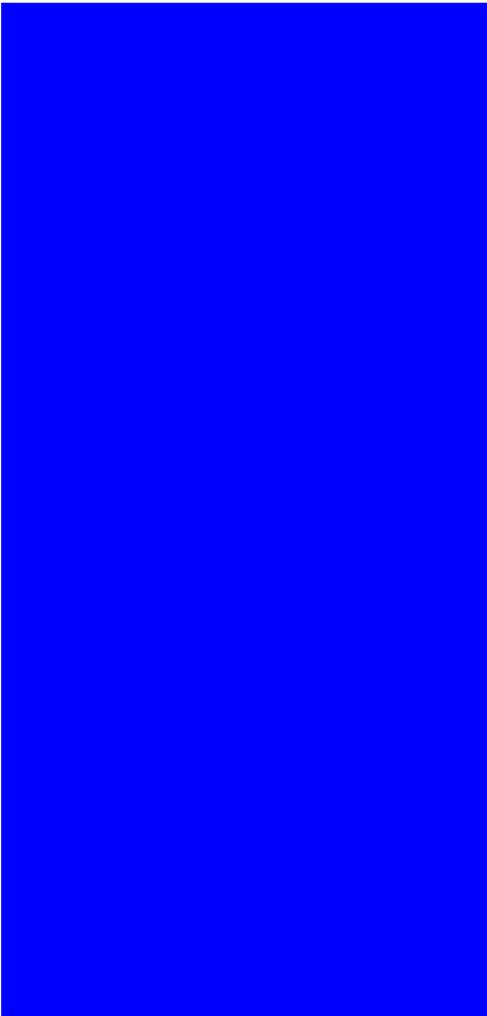
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{L 14}~/WGPD/wdr{D 41}~/WGPE{u 1}{r 5}~{QUIT}



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**}~:wprq{d 7}{r 1}~/WGPE{QUIT}**

# Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: S

PHA Name: <b>Easton Housing Authority</b>	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:	<b>PA26PO2450103</b>
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**#7 July 1, 2006**

Line No.	Summary by Development Account	Total Estimated Cost		Total Act
		Original	Revised	Obligated
1	Total Non-CGP Funds			
2	1406 Operations	181,293.00	181,293.00	181,293.00
3	1408 Management Improvements	30,328.48	30,328.48	30,328.48
4	1410 Administration	90,507.44	90,507.44	90,507.44
5	1411 Audit	-	-	-
6	1415 Liquidated Damages	-	-	-
7	1430 Fees and Costs	52,684.90	52,684.90	52,684.90
8	1440 Site Acquisition	-	-	-
9	1450 Site Improvement	176,737.79	176,737.79	176,737.79
10	1460 Dwelling Structures	267,199.70	267,199.70	267,199.70
11	1465.1 Dwelling Equipment - Nonexpendable	-	-	-
12	1470 Nondwelling Structures	106,429.00	106,429.00	106,429.00
13	1475 Nondwelling Equipment	1,284.69	1,284.69	1,284.69
14	1485 Demolition	-	-	-
15	1490 Replacement Reserve	-	-	-
16	1492 Moving to Work Demonstration	-	-	-
17	1495.1 Relocation Costs	-	-	-
18	1499 Development Activities	-	-	-
19	1501 Collateralization or Debt Service	-	-	-
20	1502 Contingency	-	-	-
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 906,465.00	\$ 906,465.00	\$ 906,465.00
22	Amount of line 21 Related to LBP Activities	24,248.00	24,248.00	24,248.00
23	Amount of line 21 Related to Section 504 Compliance	132,023.85	144,495.06	144,495.06
24	Amount of line 21 Related to Security - Soft Costs	-	-	-
25	Amount of line 21 Related to Security - Hard Costs	7,788.80	7,788.80	7,788.80
26	Amount of line 21 Related to Energy Conversation Measures	141,433.00	141,433.00	141,433.00



If you insert or delete a line/row, reset the database by clicking the button.

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

PHA Name: <b>Easton Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA26PO2450103</b> Replacement Housing Factor Grant No: <b>0</b>				Federal FY of Grant: <b>2003</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>Authority Wide</b>	<b>Operations</b>	<b>1406.00</b>		<b>181,293.00</b>	<b>181,293.00</b>	<b>181,293.00</b>	<b>181,293.00</b>	<b>Complete</b>
<b>Management Improvement</b>	<b>Staff Training</b>	<b>1408.00</b>		<b>3,680.45</b>	<b>3,680.45</b>	<b>3,680.45</b>	<b>3,680.45</b>	<b>Complete</b>
	<b>Mis Training</b>	<b>1408.00</b>		<b>3,556.68</b>	<b>3,556.68</b>	<b>3,556.68</b>	<b>3,556.68</b>	<b>Complete</b>
	<b>Mis Improvements</b>	<b>1408.00</b>		<b>1,755.56</b>	<b>1,755.56</b>	<b>1,755.56</b>	<b>1,755.56</b>	<b>Complete</b>
	<b>Family-self Sufficiency</b>	<b>1408.00</b>						<b>Deleted</b>
	<b>Resident Initiatives</b>	<b>1408.00</b>		<b>612.60</b>	<b>612.60</b>	<b>612.60</b>	<b>612.60</b>	<b>Complete</b>
	<b>Employee Benefits</b>	<b>1408.00</b>		<b>20,723.19</b>	<b>20,723.19</b>	<b>20,723.19</b>	<b>20,723.19</b>	<b>Complete</b>
<b>Adminis- tration</b>	<b>Salaries/Employee Benefits</b>	<b>1410.00</b>		<b>90,146.00</b>	<b>90,146.00</b>	<b>90,146.00</b>	<b>90,146.00</b>	<b>Complete</b>
	<b>Advertising</b>	<b>1410.00</b>		<b>361.44</b>	<b>361.44</b>	<b>361.44</b>	<b>361.44</b>	<b>Complete</b>
<b>Audit Costs</b>	<b>Closed Out Programs</b>	<b>1411.00</b>		<b>-</b>	<b>-</b>			<b>Deleted</b>
<b>Fees &amp; Costs</b>	<b>A/E fees</b>	<b>1430.00</b>		<b>48,945.00</b>	<b>48,945.00</b>	<b>48,945.00</b>	<b>47,835.00</b>	
	<b>Consultants</b>	<b>1430.00</b>		<b>3,739.90</b>	<b>3,739.90</b>	<b>3,739.90</b>	<b>3,739.90</b>	<b>Complete</b>
	<b>Legal Fees</b>	<b>1430.00</b>				<b>-</b>	<b>-</b>	<b>Moved to 2005 CFP</b>
<b>Non-Dwelling Equipment</b>	<b>Mis Hardware</b>	<b>1475.00</b>		<b>-</b>	<b>-</b>			<b>Deleted</b>
	<b>Office furniture/equipment</b>	<b>1475.00</b>		<b>1,284.69</b>	<b>1,284.69</b>	<b>1,284.69</b>	<b>1,284.69</b>	<b>Complete</b>

**Annual Statement / Performance and Evaluation Report**

# Capital fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

## Part II: Supporting Pages

PHA Name:		Grant Type and Number				Federal FY of Grant:		
<b>Easton Housing Authority</b>		Capital Fund Program Grant No: <b>PA26PO2450103</b>				<b>2003</b>		
		Replacement Housing Factor Grant No: <b>0</b>						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA24-1	Replace interior doors 50% units	1460.00	114		-			Deleted
Delaware Terrace	Replace baseboard 50% units	1460.00	114		-			Deleted
	Paint interior 50% of units	1460.00	114					Deleted
	Repl./refinish wood floors in 50% of units	1460.00	114	-	-			Deleted
	Install stove top fire suppr. System	1460.00	114		-			Deleted
	Repl. Medicine cab. 50% units	1460.00	114		-			Deleted
	Replace utility poles	1450.00	8		-			Deleted
	Multi-purpose field	1450.00	1	32,242.73	32,242.73	32,242.73	32,242.73	Complete
	Rep. Roof at 508 Charles St.	1470.00	1	106,429.00	106,429.00	106,429.00	106,429.00	Complete
	Repair of Maintenance Bldg.	1470.00	1	-	-			From 2002 CFP
Authority Wide	Repl/Replace Selected Sidewalks Curbs, Steps	1450.00	923 LF	144,495.06	144,495.06	144,495.06	144,495.06	Complete
PA24-2	Rep. Ext. of Gallery Bldgs. & Pair	1460.00	5	37,500.00	37,500.00	37,500.00	37,500.00	Complete
Jefferson St. N. Union St.	Remove VAT/Replace W/VCT Gallery Building	1460.00	7	28,936.00	28,936.00	28,936.00	28,936.00	Complete
	Repair steps on 1108 Bldg.	1460.00	1	7,500.00	7,500.00	7,500.00	7,500.00	Complete
	Replace Roof 619 Bldg.	1460.00	1	35,000.00	35,000.00	35,000.00	35,000.00	Complete
PA24-6C	Purchase and Install Automatic	1460.00	1	3,303.91	3,303.91	3,303.91	3,303.91	From 2005 CFP
Bushkill House	Door on Third Floor							Complete

### Annual Statement / Performance and Evaluation Report

## Capital fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

## Part II: Supporting Pages

PHA Name:		Grant Type and Number				Federal FY of Grant:		
<b>Easton Housing Authority</b>		Capital Fund Program Grant No: <b>PA26PO2450103</b> Replacement Housing Factor Grant N <b>0</b>				<b>2003</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA24-4 Walter House	Repair Railings stall Fire Exit Hardware, Fire Doc in Stairwells	1460.00	6	6,017.33	6,017.33	6,017.33	6,017.33	Complete
	Repair Ext. Columns, 4th. Floor bridge, and rep. brick veneer at ext. elevator shaft, install auto door	1460.00	1	140,300.00	140,300.00	140,300.00	113,670.00	From 2008 5 Yr. Plan
	Replace Central Mailbox	1460.00	1	1,825.00	1,825.00	1,825.00	1,825.00	Complete 5 Yr. Plan
PA24-6A Scattered Sites	Window Replacement	1460.00	18	3,845.00	3,845.00	3,845.00	3,845.00	Complete from 2003 SA
157 Bldg.	Repair, Re-pave Parking Lot	1450.00	5400 SF.	-	-			Deleted
	<b>TOTALS</b>			<b>906,465.00</b>	<b>906,465.00</b>	<b>906,465.00</b>	<b>878,725.00</b>	





A



# Annual Statement / Performance and Evaluation Report

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

PHA Name: <b>EASTON HOUSING AUTHORITY</b>	Grant Type and Number Capital Fund Program Grant No: <b>PA26PO2450104</b> Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2004</b>
--	--	-------------------------------------

#7 July 1, 2006

09/12/2008

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	183,518.80	183,518.80	183,518.80	183,518.80
3	1408 Management Improvements	24,250.20	24,250.20	24,250.20	7,850.32
4	1410 Administration	91,760.00	91,760.00	91,760.00	91,760.00
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	239,765.66	239,765.66	239,765.66	237,693.28
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	76,391.69	76,391.69	76,391.69	54,783.49
10	1460 Dwelling Structures	95,371.77	95,371.77	95,371.77	83,635.53
11	1465.1 Dwelling Equipment - Nonexpendable	-	-	-	-
12	1470 Nondwelling Structures	231,904.88	231,904.88	231,904.88	231,904.88
13	1475 Nondwelling Equipment	-	-	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	-	-	-	-
20	1502 Contingency	-	-	-	-
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 942,963.00	\$ 942,963.00	\$ 942,963.00	\$ 891,146.30
22	Amount of line 21 Related to LBP Activities	-	-	-	-
23	Amount of line 21 Related to Section 504 Compliance	50,000.00	10,000.00	-	-
24	Amount of line 21 Related to Security - Soft Costs	-	-	-	-
25	Amount of line 21 Related to Security - Hard Costs	7,788.80	61,745.00	61,745.00	-
26	Amount of line 21 Related to Energy Conversation Measures	-	14,380.00	14,380.00	-

# Annual Statement / Performance and Evaluation Report

## Part II: Supporting Pages

PHA Name:		Grant Type and Number				Federal FY of Grant:		
<b>EASTON HOUSING AUTHORITY</b>		Capital Fund Program Grant No: <b>PA26PO2450104</b>				<b>2004</b>		
		Replacement Housing Factor Grant No: <b>0</b>						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Authority Wide	Operations	1406.00		183,518.80	183,518.80	183,518.80	183,518.80	
	Advertising	1408.00		196.80	196.80	196.80	196.80	Completed
Managemen	Staff Training	1408.00		-	-			Deleted
Improve-	MIS Training	1408.00		-	-			Deleted
ments	MIS Improvements	1408.00		16,852.23	16,852.23	16,852.23	452.35	On Going
	Family Self-Sufficiency	1408.00		-	-			Deleted
	Resident Initiatives	1408.00		-	-			Deleted
	Employee Benefits	1408.00		7,201.17	7,201.17	7,201.17	7,201.17	Completed
Administra	Salaries/Employee Benefits	1410.00		91,760.00	91,760.00	91,760.00	91,760.00	Completed
tion	Legal Fees	1410.40						
Audit	Close out programs	1411.00						Deleted
Fees &	A/E Fees	1430.00		4,765.66	4,765.66	4,765.66	2,693.28	
Costs	Consultants	1430.00		235,000.00	235,000.00	235,000.00	235,000.00	Completed
Nondwellin	MIS Hardware	1475.00		-	-			Deleted
Equipment	Office furniture/equipment	1475.00						Deleted
	Purchase skid/bucket loader	1475.00		-	-			Deleted
Authority	Concrete Work, Repair/Replace	1450.00	1000 LF.	8,701.69	8,701.69	8,701.69	8,701.69	Complete
Wide	sidewalks, curbs, steps							
	Concrete Work, Repair/Replace	1460.00	600 LF			-	-	Deleted
	stoops, stairwells, steps							
	Replace Smoke Detectors	1460.00	1647	11,813.40	11,813.40	11,813.40	11,813.40	From 2006 CFP

# Annual Statement / Performance and Evaluation Report

**Capital fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name: <b>EASTON HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA26PO2450104</b> Replacement Housing Factor Grant No: <b>0</b>				Federal FY of Grant: <b>2004</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA24-2A	Replace bathroom faucets	1460.00	55		-			Deleted
Jefferson S	Replace living room lights	1460.00	36	-	-			Deleted
	Repair block walls & stairwells gallery buildings	1460.00	1	2,400.00	2,400.00	2,400.00	2,400.00	Complete
	Install Playground Equip.	1450.00	1	45,000.00	45,000.00	45,000.00	23,391.80	From 2006 5 Yr. Plan
PA24-2B	Repair/replace deteriorated stone walls	1450.00	300 LF.					Deleted
N. Union S	Replace roof 619 Building	1460.00		-	-			Moved to 03
	Repair block walls & stairwells gallery buildings	1460.00	1					Deleted
PA24-3	Replace ranges	1465.10	50	-	-			Deleted
Delaware Terr. Annex	Replace underground gas lines	1450.00	50	-	-			Moved to 2005
PA24-6A	Replace Windows	1460.00	120	-	-			Deleted
Scattered Sites	Install Auto-Door 3rd Floor	1460.00	1	6,244.41	6,244.41	6,244.41	6,244.41	Complete
PA24-6C	Replace Apt. door locks	1460.00	48	5,562.24	5,562.24	5,562.24		2005 CFP
Bushkill House	Replace exterior roof door	1460.00	1					Deleted
	Install Phone Security System	1460.00	1	17,652.00	17,652.00	17,652.00	14,863.00	On Going
PA24-1	Purchase Exist. Bldg. for Maint. & Rehab. Bldg.	1470.00	1	231,904.88	231,904.88	231,904.88	231,904.88	Moved from 2002 CFP
Delaware Terrace								Complete

**Annual Statement / Performance and Evaluation Report**

**Capital fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**





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

PHA Name: <b>Easton Housing Authority</b>	Grant Type and Number Capital Fund Program Grant No: <b>PA26PO2450105</b> Replacement Housing Factor Grant No: <b>#4 July 1, 2006</b>	Federal FY of Grant: <b>2005</b>
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**08/16/2009**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	175,233.80	175,233.80	175,233.80	175,233.80
3	1408 Management Improvements	66,013.00	66,013.00	40,913.00	40,913.00
4	1410 Administration	87,616.90	87,616.90	85,581.21	85,139.31
5	1411 Audit	200.00	200.00	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	97,030.00	97,030.00	67,247.62	51,852.72
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	86,192.10	101,192.10	1,236.00	1,236.00
10	1460 Dwelling Structures	301,749.72	279,324.72	27,408.14	9,408.14
11	1465.1 Dwelling Equipment - Nonexpendable	16,000.00	23,425.00	16,425.00	-
12	1470 Nondwelling Structures	10,000.00	5,000.00	-	-
13	1475 Nondwelling Equipment	36,133.48	36,133.48	4,308.43	109.43
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	5,000.00	3,397.23	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	-	-	-	-
20	1502 Contingency	-	-	-	-
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 876,169.00	\$ 876,169.00	\$ 421,750.43	\$ 363,892.40
22	Amount of line 21 Related to LBP Activities	-	-	-	-
23	Amount of line 21 Related to Section 504 Compliance	4,000.00	4,000.00	-	-
24	Amount of line 21 Related to Security - Soft Costs	-	-	-	-
25	Amount of line 21 Related to Security - Hard Costs	40,000.00	46,059.00	-	-
26	Amount of line 21 Related to Energy Conversation Measures	7,000.00	7,000.00	-	-

If you insert or delete a line/row, reset the database by clicking the button.

Annual Statement / Performance and Evaluation Report								
Capital fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FY of Grant:		
Easton Housing Authority		Capital Fund Program Grant No: PA26PO2450105				2005		
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Authority Wide	Operations 1406.	1406.00		175,233.80	175,233.80	175,233.80	175,233.80	Complete
Management Improvement	Staff Training	1408.00		10,000.00	10,000.00			
	MIS Training	1408.00		5,000.00	5,000.00			
	MIS Improvements	1408.00		10,000.00	10,000.00	5,900.00	5,900.00	
	Family Self-Sufficiency	1408.00		3,000.00	3,000.00			
	Resident Initiatives	1408.00		3,000.00	3,000.00			
	Employee Benefits	1408.00		35,013.00	35,013.00	35,013.00	35,013.00	Complete
Admin	Salaries/Employee Benefits	1410.00		81,116.90	81,116.90	81,116.90	81,116.90	Complete
Administration	Advertising	1410.00		500.00	500.00	462.90	346.00	
	Legal	1410.40		6,000.00	6,000.00	4,001.41	3,676.41	3303.91 from 2003 CFP
Audit	Close Out Programs	1411.00		200.00	200.00			
Fees/Costs	A/E Fees	1430.00		30,000.00	30,000.00	6,217.62	2,392.72	
	Consultants	1430.00		67,030.00	67,030.00	61,030.00	49,460.00	On Going
					-			
Non Dwelling Equipment	MIS Hardware	1475.00		10,000.00	10,000.00	4,308.43	109.43	On Going
	Office Furniture	1475.00		1,000.00	1,000.00			
	Maintenance Vehicles	1475.00	3	25,133.48	25,133.48			
Authority Wide	Landscaping	1450.00	500 Ft	5,000.00	5,000.00			
	Concrete work, curbs, sidewalks	1450.00	200 Ft.	25,000.00	25,000.00			
	patios, steps.							
	Repl. Selected fencing	1450.00	100 Ft.	1,000.00	1,000.00			

Annual Statement / Performance and Evaluation Report

# Capital fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

## Part II: Supporting Pages

PHA Name:		Grant Type and Number				Federal FY of Grant:		
<b>Easton Housing Authority</b>		Capital Fund Program Grant No: <b>PA26PO2450105</b>				<b>2005</b>		
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA24-1	Repair Boilers	1460.00	3		18,000.00	18,000.00		
Delaware Terrace	Repair/repl. Ext. Doors	1460.00	100	29,992.00	11,992.00			
	Repair/Repl Screen Doors	1460.00	100	23,158.00	23,158.00			
	Re-point Brick Exterior	1460.00	1000 Ft.	25,000.00	25,000.00			
	Replace Sewer Lines	1450.00	100 Ft.	25,000.00	25,000.00			
	Repair Chimneys	1460.00	10	5,000.00	5,000.00			
	Repl. Heat Dist. Lines	1450.00	6000 Ft.	20,000.00	20,000.00			
	Repl. Domestic. HW. Lines	1460.00	5000 Ft.	24,086.88	24,086.88			
	Repl. Cold Wtr. Lines.	1460.00	5000 Ft.	15,000.00	7,575.00			
	Remove Asbestos from Piping Crawlspace	1460.00	1000 Ft.	15,000.00	15,000.00			
	Replace Ranges	1465.10	25	4,000.00	4,000.00			
	Replace Refrigerators	1465.10	25	5,000.00	-			Deleted
	Repl. Selected Stairs	1460.00	40	3,000.00	3,000.00			
PA24-6C	Replace Refrigerators	1465.10	25	4,000.00	-			Deleted
Bushkill House	Replace Ranges	1465.10	25	3,000.00	3,000.00			
	Rep. Lights Comm. Areas	1460.00	40	4,000.00	4,000.00			
	Replace Apt. Door Locks	1460.00	48	3,000.00	3,000.00	169.50	169.50	Completed
	Upgrade Boiler Controls	1460.00	1	6,000.00	6,000.00			
	Repair/Repl. Plumbing	1460.00	10 Units	8,575.00	8,575.00			
	Install Automatic door Third Floor	1460.00	1	4,000.00	4,000.00			
	Entrance Security System	1460.00	1	26,059.20	26,059.20			
PA24-2A	Install A/C Sleeves in Walls	1460.00	38	5,000.00	5,000.00			
	504 Compliance Repairs	1460.00	12	2,000.00	2,000.00	360.00	360.00	From 2006 CFP
PA24-2B	Install A/C Sleeves in Walls	1460.00	35	5,000.00	5,000.00			

### Annual Statement / Performance and Evaluation Report

## Capital fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

**Part II: Supporting Pages**

PHA Name:		Grant Type and Number				Federal FY of Grant:		
<b>Easton Housing Authority</b>		Capital Fund Program Grant No: <b>PA26PO2450105</b>				<b>2005</b>		
		Replacement Housing Factor Grant No: <b>0</b>						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Replace Refrigerators	1465.10	45	-	16,425.00	16,425.00		
PA24-4	Replace/Remove Balconies	1460.00	5	25,000.00	25,000.00			
Walter	Replace Roof	1460.00	1	20,000.00	20,000.00			
House	Repair Spalling Concrete on outside Columns	1460.00	400 Sq. Ft.	5,000.00	5,000.00	5,000.00	5,000.00	
	Repair Brick on outside of elevator	1460.00	100 Sq. Ft.	10,000.00	-			Deleted
	Entrance Security System	1460.00	1	34,000.00	24,000.00			
	Install Canopy Main Entrance	1460.00	1	1,899.00	1,899.00	1,899.00	1,899.00	2009 5 Yr.
157 Bldg.	Construct Parking Area	1450.00	1	5,000.00	5,000.00			
	Install Sign	1450.00	1	4,192.10	4,192.10			
	Rep. Heat and A/C units	1470.00	1	10,000.00	5,000.00			
Authority	Rep./Repl./Remove Ext. Lights and wire	1450.00	30	1,000.00	11,000.00	1,236.00	1,236.00	
Wide	Replace Smoke Detectors	1460.00	300	1,979.64	1,979.64	1,979.64	1,979.64	Continued from 2004 CFP
	Relocation for 504 Compliance	1495.10			5,000.00	3,397.23		From 2006 CFP
	504 Compliance	1460.00			5,000.00			
	504 Compliance	1450.00			5,000.00			
	Totals			876,169.00	876,169.00	421,750.43	363,892.40	



# Annual Statement / Performance and Evaluation Report

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

PHA Name: <b>EASTON HOUSING AUTHORITY</b>	Grant Type and Number Capital Fund Program Grant No: <b>PA26PO2450106</b> Replacement Housing Factor Grant No: <b># 4 7-1-06</b>	Federal FY of Grant: <b>2006</b>
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Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	165,575.00	165,575.00	165,575.00	165,575.00
3	1408 Management Improvements	49,515.00	49,515.00	-	-
4	1410 Administration	82,787.50	82,787.50	48,591.78	48,591.78
5	1411 Audit	500.00	500.00	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	60,000.00	60,000.00	-	-
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	83,000.00	83,000.00	-	-
10	1460 Dwelling Structures	269,838.70	269,838.70	-	-
11	1465.1 Dwelling Equipment - Nonexpendable	10,000.00	10,000.00	-	-
12	1470 Nondwelling Structures	39,658.80	39,658.80	-	-
13	1475 Nondwelling Equipment	62,000.00	62,000.00	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	5,000.00	5,000.00	-	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	-	-	-	-
20	1502 Contingency	-	-	-	-
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 827,875.00	\$ 827,875.00	\$ 214,166.78	\$ 214,166.78
22	Amount of line 21 Related to LBP Activities	6,000.00	6,000.00	-	-
23	Amount of line 21 Related to Section 504 Compliance	28,000.00	28,000.00	-	-
24	Amount of line 21 Related to Security - Soft Costs	15,662.00	15,662.00	-	-
25	Amount of line 21 Related to Security - Hard Costs	17,000.00	17,000.00	-	-
26	Amount of line 21 Related to Energy Conversation Measures	25,500.00	25,500.00	-	-

**Annual Statement / Performance and Evaluation Report**

**Capital fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name:		Grant Type and Number				Federal FY of Grant:	
<b>EASTON HOUSING AUTHORITY</b>		Capital Fund Program Grant No: <b>PA26PO2450106</b>				<b>2006</b>	
		Replacement Housing Factor Grant No:					
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost	
				Original	Revised	Funds Obligated	Funds Expended
<b>PA24-1</b>							
<b>Delaware Terrace</b>	Re-Point Brick Exterior	1460.00	37	15,000.00	15,000.00		
	Repair Chimneys	1460.00	5	10,000.00	10,000.00		
	Replace Sewer Lines	1450.00	700 LF	30,000.00	30,000.00		
	Replace Heat Dist. Lines	1460.00	700 LF	25,000.00	25,000.00		
	Construct Tenant Storage	1460.00	35	25,000.00	25,000.00		
	Install Boilers, Re: Heat	1460.00	35	20,000.00	20,000.00		
	Replace Ranges	1465.10	25	5,000.00	5,000.00		
	Replace Hot-Cold Wtr. Lines	1460.00	37	35,000.00	35,000.00		
	Replace Slected Floors	1460.00	25	10,000.00	10,000.00		
	Replace Selected Doors	1460.00	25	5,000.00	5,000.00		
	Rep/Repl Selected Screen Doors	1460.00	25	5,000.00	5,000.00		
	Replace Refrigerators	1465.10	25	5,000.00	5,000.00		
	Replace Smoke Detectors	1460.00	456	5,000.00	5,000.00		
	Replace Exterior Lights	1450.00	50	5,000.00	5,000.00		
	Renovate/Build units to satisfy 504 requirement compliance	1460.00	3	35,143.10	35,143.10		
	Relocation Costs	1495.10	3	5,000.00	5,000.00		
<b>PA24-2A</b>							
<b>Jefferson St.</b>	Replace Smoke Detectors	1460.00	72	2,000.00	2,000.00		
	Rep/Replace Interior Plumbing	1460.00	55	5,500.00	5,500.00		
	Replace Selected Windows.	1460.00	20	1,000.00	1,000.00		
	Rep/Replace Selected Roofs	1460.00	5	3,000.00	3,000.00		
	Replace VAT Floor Tile	1460.00	10	3,000.00	3,000.00		
	Replace Exterior Lights	1450.00	20	2,000.00	2,000.00		



**Part II: Supporting Pages**

PHA Name: <b>EASTON HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA26PO2450106</b> Replacement Housing Factor Grant No: <b>0</b>				Federal FY of Grant: <b>2006</b>	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost	
				Original	Revised	Funds Obligated	Funds Expended
PA24-4	Replace Common Area Lights	1460.00	75	4,500.00	4,500.00		
Walter	Repair Concrete Columns	1460.00	8	575.00	575.00		
House	Replace Exterior Lights	1450.00	10	2,000.00	2,000.00		
	Replace Selected Windows	1460.00	10	1,000.00	1,000.00		
	Install Security Door System	1460.00	1	5,000.00	5,000.00		
	Install Mail Boxes, Interior	1460.00	1	2,000.00	2,000.00		
	Repair/Replace Interior Plumbing	1460.00	1	5,000.00	5,000.00		
	Install 504 Entrance door 4th. Fl.	1460.00	1	3,000.00	3,000.00		
	Replace lights in bathrooms	1460.00	50	1,000.00	1,000.00		
PA24-6A	Repair Lawns, Landscape	1450.00	1000 SF.	2,000.00	2,000.00		
Scattered	Rep/Replace Roofs	1460.00	3	5,000.00	5,000.00		
Sites	Repair Selected Concrete	1450.00	300 SF	1,000.00	1,000.00		
	Insulate Selected Houses	1460.00	6	6,000.00	6,000.00		



**EASTON HOUSING AUTHORITY**

Capital Fund Program Grant No: **PA26PO2450106**  
 Replacement Housing Factor Grant No: **0**

**2006**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost	
				Original	Revised	Funds Obligated	Funds Expended
Authority Wide	Operations	1406.00	1	165,575.00	165,575.00	165,575.00	165,575.00
Mgmt Improvement	Advertising	1408.00		1,000.00	1,000.00		
	Staff Training	1408.00		5,000.00	5,000.00		
	MIS Training	1408.00		2,000.00	2,000.00		
	MIS Improvements	1408.00		2,000.00	2,000.00		
	Family Self-Sufficiency	1408.00		2,000.00	2,000.00		
	Resident Initiatives	1408.00		2,000.00	2,000.00		
	Employee Benefits	1408.00		19,853.00	19,853.00		
Adminis- tration	Salaries/Employee Benefits	1410.00		82,287.50	82,287.50	48,591.78	48,591.78
	Legal Fees	1410.40		500.00	500.00		
Audit	Close Out Programs	1411.00		500.00	500.00		
Fees & Costs	A/E Fees	1430.00		40,000.00	40,000.00		
	Consultants	1430.00		20,000.00	20,000.00		
Non Dwelling Equipment	MIS Hardware	1475.00		30,000.00	30,000.00		
	Office Furniture/Equipment	1475.00		2,000.00	2,000.00		
	Purchase Housing/Maintenance Vel	1475.00		30,000.00	30,000.00		

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

PHA Name:

**EASTON HOUSING AUTHORITY**

Grant Type and Number

Capital Fund Program Grant No: **PA26PO2450106**

Federal FY of Grant:

**2006**

















PHA Name: <b>EASTON HOUSING AUTHORITY</b>	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2007</b>
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Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	165,575.00	-	-	-
3	1408 Management Improvements	45,915.00	-	-	-
4	1410 Administration	82,785.50	-	-	-
5	1411 Audit	1,500.00	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	60,000.00	-	-	-
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	113,575.00	-	-	-
10	1460 Dwelling Structures	255,424.50	-	-	-
11	1465.1 Dwelling Equipment - Nonexpendable	16,000.00	-	-	-
12	1470 Nondwelling Structures	18,600.00	-	-	-
13	1475 Nondwelling Equipment	63,500.00	-	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	5,000.00	-	-	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	-	-	-	-
20	1502 Contingency	-	-	-	-
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 827,875.00	\$ -	\$ -	\$ -
22	Amount of line 21 Related to LBP Activities	6,000.00	-	-	-
23	Amount of line 21 Related to Section 504 Compliance	52,143.10	-	-	-
24	Amount of line 21 Related to Security - Soft Costs	35,662.00	-	-	-
25	Amount of line 21 Related to Security - Hard Costs	17,000.00	-	-	-
26	Amount of line 21 Related to Energy Conversation Measures	25,500.00	-	-	-

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

PHA Name:		Grant Type and Number			Federal FY of Grant:		
<b>EASTON HOUSING AUTHORITY</b>		Capital Fund Program Grant No: Replacement Housing Factor Grant			<b>2007</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost	
				Original	Revised	Funds Obligated	Funds Expended
<b>PA24-1</b>							
<b>Delaware Terrace</b>	Re-Point Brick Exterior	1460.00	37	13,000.00			
	Repair Chimneys	1460.00	5	10,000.00			
	Replace Sewer Lines	1450.00	700 LF	24,000.00			
	Replace Heat Dist. Lines	1460.00	700 LF	19,000.00			
	Install Security Cameras	1450.00	5	10,000.00			
	Install Boilers, Re: Heat	1460.00	35	21,196.20			
	Replace Ranges	1465.10	25	5,000.00			
	Replace Hot-Cold Wtr. Lines	1460.00	37	10,000.00			
	Landscape	1450.00	000 Sq. F	2,000.00			
	Replace Selected Doors	1460.00	25	5,000.00			
	Rep/Repl Selected Screen Doors	1460.00	25	5,000.00			
	Replace Refrigerators	1465.10	25	5,000.00			
	Replace Range Hoods	1460.00	228	6,000.00			
	Replace Exterior Lights	1450.00	50	5,000.00			
	Renovate/Build units to satisfy 504 requirement compliance	1460.00		40,643.10			
	Relocation Costs	1495.10	3	5,000.00			
	Update Easton Electrical Code	1460.00	100	1,000.00			
	Install Exterior Mail Boxes	1450.00	10	5,000.00			
<b>PA24-2A</b>	Install Security Cameras	1450.00	2	3,000.00			
<b>Jefferson St.</b>	Rep/Replace Interior Plumbing	1460.00	55	5,500.00			
	Replace Selected ranges	1465.10	20	2,000.00			
	Rep/Replace Selected Roofs	1460.00	5	2,000.00			
	Replace VAT Floor Tile	1460.00	10	2,500.00			
	Repair/Replace Exterior Lights	1450.00	20	2,000.00			
	Replace Selected Ref.	1465.10	20	3,000.00			























