

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

THE HOUSING AUTHORITY OF THE COUNTY OF DAUPHIN

PHA Plans

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

7/01/2007 – 6/30/2008

PA 035

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

**PHA Plan
Agency Identification**

PHA Name: Housing Authority of the County of Dauphin

PHA Number: PA 035

PHA Fiscal Year Beginning: 07/01/2007

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 2005 - 2009
[24 CFR Part 903.5]

A. Mission

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

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

THE MISSION OF THE HOUSING AUTHORITY OF THE COUNTY OF DAUPHIN IS TO PROVIDE ELIGIBLE FAMILIES WITH SAFE, DECENT, AND AFFORDABLE HOUSING OPPORTUNITIES AS THEY STRIVE TO ACHIEVE SELF-SUFFICIENCY AND IMPROVE THE QUALITY OF THEIR LIVES. FURTHERMORE, THE HOUSING AUTHORITY WILL ENDEAVOR TO PROVIDE ACCESSIBLE FACILITIES TO PERSONS WITH DISABILITIES. THE HOUSING AUTHORITY IS COMMITTED TO OPERATING IN AN EFFICIENT, ETHICAL, AND PROFESSIONAL MANNER AS WELL AS CREATING AND MAINTAINING PARTNERSHIPS WITH ITS CLIENTS AND APPROPRIATE COMMUNITY AGENCIES

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

- 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)

GOAL: MANAGE THE HOUSING AUTHORITY OF THE COUNTY OF DAUPHIN'S EXISTING PUBLIC HOUSING PROGRAM IN AN EFFICIENT AND EFFECTIVE MANNER

Objectives:

- 1. The Housing Authority of the County of Dauphin shall strive to maintain high performer status under PHAS each fiscal year through June 30, 2009.**

2. The Housing Authority of the County of Dauphin shall achieve and maintain an occupancy rate of 95% by June 30, 2009.

GOAL: ENHANCE THE MARKETABILITY OF THE HOUSING AUTHORITY OF THE COUNTY OF DAUPHIN'S PUBLIC HOUSING UNITS

Objective:

1. The Housing Authority of the County of Dauphin shall reconfigure efficiency units in order to increase the marketability of our public housing units. Number of conversions to be accomplished by June 30, 2009 will be dependent upon available CFP funds and the vacancy situation over the next five years.
2. Continue upgrading units in the developments with CFP funds.

GOAL: MANAGE THE HOUSING AUTHORITY PROGRAMS IN A MANNER THAT RESULTS IN COMPLIANCE WITH RELEVANT STATUTES AND REGULATIONS.

Objective:

1. Train staff yearly on issues related to various management functions.

GOAL: THE HOUSING AUTHORITY OF THE COUNTY OF DAUPHIN SHALL ENSURE EQUAL TREATMENT OF ALL APPLICANTS, RESIDENTS, TENANT-BASED PARTICIPANTS, EMPLOYEES, AND VENDORS

Objective:

1. The Housing Authority of the County of Dauphin shall mix its public housing development populations as much as possible with respect to ethnicity, race and income. This is an on going objective.

GOAL: MANAGE THE HOUSING AUTHORITY OF THE COUNTY OF DAUPHIN'S TENANT-BASED PROGRAM IN AN EFFICIENT AND EFFECTIVE MANNER

Objectives:

- 1. The Housing Authority of the County of Dauphin shall strive to maintain high performer status under SEMAP each fiscal year through June 30, 2009.**

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

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Housing Authority of the County of Dauphin has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

We have adopted the following mission statement to guide the activities of the Housing Authority of the County of Dauphin.

THE MISSION OF THE HOUSING AUTHORITY OF THE COUNTY OF DAUPHIN IS TO PROVIDE ELIGIBLE FAMILIES WITH SAFE, DECENT, AND AFFORDABLE HOUSING OPPORTUNITIES AS THEY STRIVE TO ACHIEVE SELF-SUFFICIENCY AND IMPROVE THE QUALITY OF THEIR LIVES. FURTHERMORE, THE HOUSING AUTHORITY WILL ENDEAVOR TO PROVIDE ACCESSIBLE FACILITIES TO PERSONS WITH DISABILITIES. THE HOUSING AUTHORITY IS COMMITTED TO OPERATING IN AN EFFICIENT, ETHICAL, AND PROFESSIONAL MANNER AS WELL AS CREATING AND MAINTAINING PARTNERSHIPS WITH ITS CLIENTS AND APPROPRIATE COMMUNITY AGENCIES

Our Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working toward the achievement of our mission.

The Housing Authority of the County of Dauphin promotes adequate, affordable housing, economic opportunity, and a suitable living environment for the families that we serve, without discrimination.

The Housing Authority continues to meet or exceed established industry standards in the areas of management, maintenance, and fiscal responsibility. We have

implemented some innovative mechanisms that have served to further improve our performance.

We must continue to provide housing that is decent, safe, sanitary and in good repair. At the same time we must also be responsive to housing needs of the jurisdiction yet strive to be competitive with the local market for amenities and services.

This is becoming more difficult to achieve. There have been significant decreases in operating subsidy and constant declines in the funding of the Capital Fund Program, making it difficult to continue a systematic assessment and renovation of our aging housing stock. The inadequacy of HUD funding is adversely affecting staffing levels which will affect the level of services we can offer our residents. In the Housing Choice Voucher Program, HUD regulations and the distribution funding formula have resulted in fewer families being provided rental assistance.

Despite all of this, we will continue to provide safe and affordable housing to as many of our jurisdiction's extremely low-, very low- and low-income residents as is possible.

We made the following changes to our policies and/or programs based on changes in statutes and/or HUD regulations that have occurred in the past year.

Public Housing Admissions and Continued Occupancy Policy

- Verification requirements for the Medicare Prescription Drug Program
- Screening and Termination language related to the Violence Against Women Act

Section 8 Program Administrative Plan

- Verification requirements for the Medicare Prescription Drug Program
- Screening and Termination language related to the Violence Against Women Act

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 (**Attachment A**)
- FFY 2007** Capital Fund Program Annual Statement (**Attachment B**)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- Capital Fund Program 5 Year Action Plan (**Attachment B**)
- Capital Fund Program FFY 2006 P & E Report (**Attachment C**)
- Capital Fund Program FFY 2005 P & E Report (**Attachment D**)
- Capital Fund Program FFY 2004 P & E Report (**Attachment E**)
- Capital Fund Financing FFY 2003 (501-03) (**Attachment F**)
- PHA Management Organizational Chart attachment (**Attachment G**)
- Public Housing Drug Elimination Program (PHDEP) Plan

- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) **(Attachment H)**

- Other (List below, providing each attachment name)
 - Attachment I: Resident Membership of the PHA Governing Board**
 - Attachment J: Membership of the Resident Advisory Board**
 - Attachment K: Statement of Progress in Meeting Mission Statement, Goals and Objectives**
 - Attachment L: Implementation of Community Service Requirements**
 - Attachment M: Pet Policy Statement**
 - Attachment N: Statement of Intent to implement a Project-based Voucher Program**
 - Attachment O: Capacity Statement of the PHA to Administer a Section 8 Homeownership Program**
 - Attachment P: Violence Against Women Act (VAWA) Report**

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the <i>2/18/99 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	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<input type="checkbox"/> check here if included in the public housing A & O Policy	
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 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 (Attachment B)	Annual Plan: Capital Needs
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment	Annual Plan: Capital Needs
NA	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
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
NA	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
NA	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for	Annual Plan: Safety and Crime Prevention

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	any open grant and most recently submitted PHDEP application (PHDEP Plan)	
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
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	Voluntary Conversion Analysis	
X	RASS Action Plan	

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

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	7,179	4	5	4	4	3	3
Income >30% but <=50% of AMI	5,841	3	3	3	4	3	2
Income >50% but <80% of AMI	8,669	2	3	2	4	3	1
Elderly	6,354	4	3	3	4	3	3
Families with Disabilities	3,445	4	4	3	5	3	4
Race/Ethnicity-Black	8,985	4	3	3	4	3	3
Race/Ethnicity-Hispanic	2,077	4	3	3	4	3	3
Race/Ethnicity-							
Race/Ethnicity-							

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

- Consolidated Plan of the Jurisdiction/s
Dauphin County, Pennsylvania Consolidated Plan
Indicate year: **2003 Action Plan**
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<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/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	2,376		40 units
Extremely low income <=30% AMI	1,873	78.8%	
Very low income (>30% but <=50% AMI)	441	18.6%	
Low income (>50% but <80% AMI)	62	2.6%	
Families with children	1,433	60.3%	
Elderly families	57	2.4%	
Families with Disabilities	239	10.0%	
Race/ethnicity-White	1,114	46.9%	
Race/ethnicity-Black	1,220	51.3%	
Race/ethnicity-Hispanic	18	1%	
Race/ethnicity-Native American	0	0%	
Race/ethnicity-Asian/Pacific Is.	24	<1%	
Characteristics by Bedroom Size (Public Housing)			

Housing Needs of Families on the Waiting List			
Only)			
0BR	724	30%	0 units
1BR	73	3%	9 units
2 BR	1,010	43 %	13 units
3 BR	508	21 %	13 units
4 BR	58	2%	4 units
5 BR	1	0%	1 units
6 BR	0	0%	0 units
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? 3 months Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" 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 checked="" type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) <input checked="" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	4,630		153 vouchers
Extremely low income <=30% AMI	3,341	72%	
Very low income (>30% but <=50% AMI)	1,120	24%	
Low income (>50% but <80% AMI)	169	4%	
Families with children	3,022	65%	
Elderly families	209	5%	
Families with Disabilities	573	12%	
Race/ethnicity-White	2,169	47%	
Race/ethnicity-	2,393	52%	

Housing Needs of Families on the Waiting List			
Black			
Race/ethnicity- Hispanic	28	>1%	
Race/ethnicity- Native American	0	0%	
Race/ethnicity- Asian/Pacific Is.	33	>1%	
Characteristics by Bedroom Size (Public Housing Only)			
	NA	NA	NA
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 3 months			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> 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)
Strive to maintain Section 8 lease-up rates within current financial constraints of the Voucher program.

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)
The Housing Authority of the County of Dauphin will apply for appropriate HUD grants as they become available through the NOFA process.

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)

The following is an extract from our adopted Admissions and Continued Occupancy Policy.

Families who are elderly and disabled will be offered housing before other single persons.

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)

The following is an extract from our adopted Admissions and Continued Occupancy Policy.

Families who are elderly and disabled will be offered housing before other single persons.

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)

The following are extracts from our adopted Admissions and Continued Occupancy Policy. We have similar policies for our Section 8 programs.

4.0 Family Outreach

The Housing Authority will publicize whenever appropriate the availability and nature of the Public Housing Program for extremely low-income, very low and low-income families in a newspaper of general circulation, minority media, and by other suitable means.

To reach people who cannot or do not read the newspapers, the Housing Authority will distribute fact sheets to the broadcasting media and initiate personal contacts with members of the news media and community service personnel. The Housing Authority will also try to utilize public service announcements.

The Housing Authority will communicate the status of housing availability to other service providers in the community and inform them of housing eligibility factors and guidelines so they can make proper referrals for the Public Housing Program.

The objective of this effort is to develop a waiting list that is representative of our low-income community. A particular emphasis will be placed on attracting eligible individuals and families least likely to apply for public housing.

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)

The following policy governs our public housing and Section 8 programs.

1.0 FAIR HOUSING

It is the policy of the Housing Authority of the County of Dauphin to fully comply with all Federal, State and local nondiscrimination laws; the Americans with Disabilities Act; and the U. S. Department of Housing and Urban Development regulations governing Fair Housing and Equal Opportunity in housing and employment.

No person shall, on the grounds of race, color, sex, religion, national or ethnic origin, familial status, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under the Housing Authority's programs.

To further its commitment to full compliance with applicable Civil Rights laws, the Housing Authority will provide Federal/State/local information to applicants/tenants of the Public Housing Program regarding discrimination and any recourse available to them if they believe they may be victims of discrimination. Such information will be made available with the application, and all applicable Fair Housing Information and Discrimination Complaint Forms will be made available at the Housing Authority office.

The Housing Authority will assist any family that believes they have suffered illegal discrimination by providing the family with copies of the appropriate housing discrimination forms. The Housing Authority will also assist them in completing the forms if requested, and will provide them with the address of the nearest HUD office of Fair Housing and Equal Opportunity.

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.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2006 grants)		
a) Public Housing Operating Fund	1,929,258	
b) Public Housing Capital Fund	925,640	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	6,226,661	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and Self-Sufficiency Grants (FSS)	79,945	
h) Community Development Block Grant	0	
i) HOME		
Other Federal Grants (list below)		
Section 8 Homeownership Coordinator	37,988	Program operation
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Shelter Plus Care – (Prorated 5 Yr Grant \$493,560)	208,500	Housing Assistance Program
3. Public Housing Dwelling Rental Income		
Dwelling Rent	1,260,000	P.H. Operations
Excess Utilities	1,881	P.H. Operations
4. Other income (list below)		
Interest	52,694	P.H. Operations
Misc.; Non-dwelling Rent	90,729	P.H. Operations
4. Non-federal sources (list below)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Total resources	10,813,296	Operations/Modernization

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

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

The following is an extract from Section 7 of the Housing Authority's Admission and Continued Occupancy Policy.

The application process will involve two phases. The first phase is the initial application for housing assistance. The initial application requires the family to provide limited basic information (i.e. family composition, income, etc.) including any preferences to which they may be entitled. This first phase results in the family's placement on the waiting list.

Upon receipt of the family's initial application, the Housing Authority will make a preliminary determination of eligibility. The Housing Authority will notify the apparently eligible family in writing of the date and time that they have been placed on the waiting list and the approximate wait before housing may be offered. If the Housing Authority determines the family to be ineligible, the notice will state the reasons and will offer the family the opportunity of an informal review of the determination.

The applicant may at any time report, in writing, changes in their applicant status including changes in family composition, income, or preference factors. The Housing Authority will annotate the applicant's file and will update their place on

the waiting list. Confirmation of the changes will be confirmed with the family in writing.

The second phase is the final determination of eligibility, referred to as the final application. The final application takes place when the family nears the top of the waiting list. The Housing Authority will ensure that verification of all preferences, eligibility, suitability and selection factors are current (less than 90 calendar days old) in order to determine the family's final eligibility for admission into the Public Housing Program.

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

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

Section 8.3 (Suitability) and Section 8.4 (Grounds for Denial) of the Housing Authority's Admission and Continued Occupancy Policy describe the non-income screening factors.

- 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 (See Other Below)
- Site-based waiting lists
- Other (describe)

Sub-jurisdictional lists in effect are as follows: Applicants for Public Housing indicate on their application for housing assistance whether they will accept housing assistance in any part of Dauphin County, only in Northern Dauphin County, or only in Southern Dauphin County. This information is then entered into the Authority's computer through which appropriate sub-jurisdictional waiting lists can be generated. The Authority considers this to be a sub-jurisdictional waiting list.

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

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

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

NA – The Authority does not maintain site-based waiting lists.

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)

Section 16.0 (Unit Transfers) of the Housing Authority's Admission and Continued Occupancy Policy describes the Authority's transfer policies.

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 **(Full-time enrollment only)**
- 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)

Individuals or families relocated under the Federal, State or local government
Witness Protection Program

The Housing Authority's system of preferences is more fully detailed in the Admission and Continued Occupancy Policy.

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 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)

The following is an extract from the Housing Authority Admission and Continued Occupancy Policy, which describes the Authority's ranking of the preference system:

10.0 Tenant Selection and Assignment Plan

10.1 Preferences

The Housing Authority shall grant preferences for admission to an applicant whose circumstances, at the time of being considered for a unit, correspond to the criteria listed below. NOTE: A preference is not a guarantee of admission.

The applicant must meet the Housing Authority's tenant selection criteria prior to being admitted as a tenant. The Housing Authority preferences are as follows:

- A. Displaced person(s):** Individuals or families displaced by government action or whose dwelling has been extensively damaged or destroyed as a result of a disaster declared or otherwise formally recognized pursuant to Federal Disaster Relief Laws.
- B. Individuals or families relocated under the Federal, State or local government Witness Protection Program.**
- C. Victims of Domestic Violence:** Individuals or families who have been subjected to or victimized by violence by a member of the family or household. The Housing Authority will require evidence that the family has been displaced as result of fleeing violence in the home. Individuals and families are also eligible for this preference if there is proof that the individual or family is currently living in a situation where they are being subjected to or victimized by violence in the home. Evidence or proof may include a Protection from Abuse Order, police report, or written verification that the individual or family is living in an emergency shelter because the individual or family has been subjected to or victimized by violence by a member of the family or household. The following criteria are used to establish an individual's or a family's eligibility for this preference:

Actual or threatened physical violence directed against the applicant or the applicant's family by a spouse or other household member who lives in the unit with the family.

The actual or threatened violence must have occurred within the past 60 days or be of a continuing nature.

An applicant who lives in a violent neighborhood or is fearful of other violence outside the household is not considered involuntarily displaced.

The applicant must certify that the abuser will not reside with the applicant unless the Housing Authority gives prior written approval.

The Housing Authority will approve the return of the abuser to the household under the following conditions:

The Housing Authority verifies that the abuser has received therapy or counseling that appears to minimize the likelihood of recurrence of violent behavior.

A counselor, therapist or other appropriate professional recommends in writing that the individual be allowed to reside with the family.

If the abuser returns to the family without approval of the Housing Authority, the Housing Authority will deny or terminate assistance for breach of the certification.

At the family's request, the Housing Authority will take precautions to ensure that the new location of the family is concealed in cases of domestic abuse.

D. Individuals or families that reside in Dauphin County but outside the City of Harrisburg at the time of their final application and whose head, spouse, co-head or unrelated partner of head of household is currently employed in a position which generates employment income countable under HUD's definition of annual income.

Employment is defined as:

(1) Employment must be current and have lasted a minimum of 90 days prior to the time the preference is claimed. The employment must provide a minimum of 20 hours of work per week for the family member claiming the preference

OR

(2) Employment must have been held continuously for a minimum of seven (7) months within the twelve (12) month period prior to the time the preference is claimed and the employment was terminated solely due to an involuntary layoff of the employee by the employer.

(3) The amount earned shall not be a factor in granting this preference.

The employment part of this preference is also extended equally to, (1) a family if the head, spouse, or sole member is 62 years of age or older or who is receiving social security or Supplemental Security Income disability benefits or any other payments based on the individual's inability to work and, (2) any family whose head, spouse, co-head or unrelated partner of head of household is currently a full time student or enrolled in an employment training program. Full time student is defined as a person who is carrying a subject load that is considered full time for day students under the standards and practices of the educational institution attended. An educational institution includes a vocational school with a diploma or certificate program as well as an institution offering a college degree. The

Authority will investigate termination of enrollment of a family member whose enrollment resulted in receiving benefit of this preference. Voluntary termination of enrollment, prior to award of the degree or certificate will be considered to be a misrepresentation of facts to the Authority at the time of admission and will result in termination of housing assistance. Involuntary termination such as the elimination of the program; lack of available funds; or other circumstances beyond the family member's control shall not result in termination of housing assistance.

- E. Individuals or families, who at the time of their final application, do not reside in Dauphin County (exclusive of the City of Harrisburg) and are employed as described in preference D.**
- F. Individuals or families that reside in Dauphin County, but outside the City of Harrisburg, at the time of their final application.**
- G. All other applicants.**

Based on the above preferences, all families in preference A, B and C will be offered housing before any families in preference D; preference D families will be offered housing before any families in preference E; preference E families will be offered housing before any families in preference F; preference F families will be offered housing before any families in preference G.

The residency preference will not have the purpose or effect of delaying or otherwise denying admission to the program based on race, color, ethnic origin, gender, religion, disability, or age of any member of an applicant family.

The date and time of application will be noted and utilized to determine the sequence within the above-prescribed preferences.

Notwithstanding the above, families who are elderly and disabled, will be offered housing before other single persons.

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy

- PHA briefing seminars or written materials
- Other source (list)

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

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

Section 15.6 (Interim Reexaminations) of the Housing Authority's Admissions and Continued Occupancy Policy fully describes the process for reporting changes in family composition.

(6) Deconcentration and Income Mixing

(Per PIH 2001-4 and other HUD guidance, the following questions replace the former ones in the Agency Plan template. Rather than adding this as an additional attachment, Dauphin County Housing Authority has deleted the former questions and inserted the current questions from the HUD website)

Component 3, (6) Deconcentration and Income Mixing

- a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name	Number of Units <i>(Occupied)</i>	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
PA-035-1	41	See Below	See Below
PA-035-17	37	See Below	See Below
PA-035-18	9	See Below	See Below
PA-035-24	24	See Below	See Below

Explanation

The Deconcentration Analysis was conducted on January 31, 2007. The current Median Family Income Dauphin County, PA is \$64,300. Thirty (30) percent of the Median Family Income is \$18,165.

Two analyses were conducted:

- Analysis Based on Average Income
- Analysis Based on Bedroom Adjustment Factor

The Deconcentration Analysis indicated that four developments have income ranges outside of the Established Income Range (EIR) of 85% to 115%:

HUD regulations provide, however, that any development that has an average income of less than 30% of the Area Median Income (AMI) is exempt from Deconcentration and Income Mixing requirements. All four of these developments have average incomes that are less than 30% of the AMI under both analysis methods referenced above.

Further, per the regulations at 903.2 (c) (1) (iv) in the December 22, 2000 Final Rule, a PHA may explain or justify an income profile outside of the EIR. Under this ruling, one of these developments (PA-035-18) is exempt from deconcentration requirements for reasons of the development's size (*small – only 10*).

All other covered developments subject to the analyses are within the acceptable EIR for Dauphin County.

As a result, the Housing Authority is currently exempt from Deconcentration and Income Mixing requirements.

Documentation of the required Deconcentration and Income Mixing analysis is a Supporting Document to the Annual Plan.

B. Section 8

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

(1) Eligibility

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

The Housing Authority's screening criteria is more fully detailed in the Administrative Plan.

- 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)

The following is an extract from our Administrative Plan for the Section 8 Voucher program.

In accordance with HUD requirements, the Housing Authority will furnish prospective owners who request the family's address information in writing from the Housing Authority with the family's current address as shown in the Housing Authority's records and, if known to the Housing Authority, the name and address of the landlord at the family's current and prior address.

The Housing Authority will make an exception to this requirement if the family's whereabouts must be protected due to domestic abuse or witness protection.

The Housing Authority will inform owners that it is the responsibility of the landlord to determine the suitability of prospective tenants. Owners will be encouraged to screen applicants for rent payment history, eviction history, damage to units, and other factors related to the family's suitability as a tenant.

A statement of the Housing Authority's policy on release of information to prospective landlords will be included in the briefing packet which is provided to the family.

The Housing Authority will furnish prospective owners with information about the family's rental history, or any history of drug trafficking.

The information will be provided orally.

The Housing Authority's policy on providing information to owners is included is included in the briefing packet and will apply uniformly to all families and owners.

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None

- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)

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

- PHA main administrative office
- Other (list below)

(3) Search Time

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

If yes, state circumstances below:

A new voucher issued to an applicant family will be valid for a sixty-day period. The family may submit a written request for a thirty-day extension indicating the reasons for the request and the contacts and other efforts made to find a rental unit. Families that require an accessible rental unit may request thirty-day extensions up to a maximum of 180 days if they cannot locate an accessible unit suitable for their needs.

(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) (*including participants in government sponsored witness protection programs*)
- 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)

The Housing Authority also uses the following Local Preference:

A family whose head of household, spouse or co-head of household is permanently disabled, as defined in the Authority's Section 8 Administrative Plan

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

1 Date and Time (Date and time of application determines placement on the waiting list for both preference-holders and non-preference holders)

Former Federal preferences

- 2** Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition) (*including participants in government sponsored witness protection programs*)
- 2** Victims of domestic violence
- Substandard housing
- 2** 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
- 2** 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)

The Housing Authority also uses the following Local Preference:

2 A family whose head of household, spouse or co-head of household is permanently disabled, as defined in the Authority's Section 8 Administrative Plan

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)
Announcements to local social service agencies
Brochures
Housing Authority Newsletter

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

The amount of FICA taxes (social security) deducted from family members gross employment income

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

For certain size units; e.g., larger bedroom sizes

Other (list below)

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

Market comparability study

Fair market rents (FMR)

95th percentile rents

75 percent of operating costs

100 percent of operating costs for general occupancy (family) developments

- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

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

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

All changes in household composition are to be reported within ten days of their occurrence. For addition of household members other than through birth, adoption, or court-awarded custody, the family must request approval from the Housing Authority that the new member be added to the lease.

Section 15.6 (Interim Reexaminations) in the Housing Authority's Admissions & Continued Occupancy Policy fully describes the process for reporting changes in household income and household composition.

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 (of previous year's 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)

- **Financial Feasibility (HUD funding)**
- **Availability of suitable vacant units below the Payment Standard**
- **Quality of Units Selected**
- **Rent to Owner Increases**
- **Time to Locate Housing**
- **Rent Reasonableness Data Base/Average Rents to Owners**
- **File Documentation**

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	751	75
Section 8 Vouchers	976	127
Section 8 Mod Rehab	8	8
Family Unification	100	12
Shelter Plus Care	30	Unknown
Project Access	29	Unknown
FSS Program	124	10

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)

Admissions & Continued Occupancy Policy (ACOP)

Grievance Procedure

Dwelling Lease

Maintenance Policy

Pest Control Policy

Procurement Policy

Personnel Policy

Pet Policy

Community Service Policy (part of the ACOP)

Capitalization Policy

Drug Free Work Place Policy

Travel Policy

Check Signing Policy

Community Space Policy

Criminal Records Management Policy

Disposition Policy

Equal Housing Opportunity Policy

Ethics Policy

Fund Transfer Policy

Investment Policy

Harassment Policy

Trespassing 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 (state name)

Attachment B: Capital Fund Program FY 2007 Annual Statement

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

Attachment B: Capital Fund Program 5 -Year Action Plan

-or-

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

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

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

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

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

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

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name: Scattered Sites
1b. Development (project) number PA035-21
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or <u>planned</u> for submission: (12/01/07)
5. Number of units affected: 1
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: Upon application approval b. Projected end date of activity: 6 months after application approval

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name: Bistline House, Hoy Towers, Latsha Towers
1b. Development (project) number: PA035-005, 004, 007
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 type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date this designation approved, submitted, or <u>planned for submission</u> : (06/30/2008)
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 275
7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> 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.)

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: Scattered Sites	
1b. Development (project) number: PA 35-21	
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) (Low Income Homeownership Program) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)	
5. Number of units affected: 16	
6. Coverage of action: (select one)	<input checked="" 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:

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:

The family has had no family-caused violation of HUD's Housing Quality Standards within the past year.

The family does not owe money to the Housing Authority.

The family has not committed any serious or repeated violations of a Housing Authority-assisted lease within the past year.

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? **07/09/03**

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (Waiting list/random selection/specific criteria/other)	Access (Development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Capital Area Head Start: Lang Manor & Cole Crest Head Start and child care	61	PHA Residents have priority status	Lang Manor & Cole Crest developments	Public housing & Section 8
PROBE/New Choices: job prep/placement	15	PHA Residents have priority status	Cole Crest development	Public housing and Section 8
Tri County Opportunities Industrial Center: GED training, family literacy, computer training	25	Open enrollment	Cole Crest Development, Hoy Towers, and Bistline House	Public housing and Section 8
FSS, Supportive Services and case management	129	All public housing & Sec 8	PHA wide	Public housing and Section 8
Senior Citizen Services	520	Elderly and	PHA wide	Public housing

Coordinator		Disabled PHA residents		elderly and disabled residents
Rent rebate programs	150	Public Housing	PHA wide	Public Housing
Medical Assistance/Food Stamps	30	Public Housing	PHA wide	Public Housing
PACE Program	25	Public Housing	PHA wide	Public Housing
Lifeline Program & Lifeline 150 Program	30	Public Housing	PHA wide	Public Housing
HEAR NOW	6	Public Housing	PHA wide	Public Housing
Charitable Care	2	Public Housing	PHA wide	Public Housing
Family Savings Account Program	62	Open Enrollment	Cole Crest Development	Open Enrollment
SEBOS Transportation	120 (400 rides per month)	Public Housing	Residents of Steelton & Swatara	PHA and Section 8
Steelton Food Distribution Co-op – sponsored by the Central PA Food Bank and the United Way. Fresh fruits and vegetables provided weekly.	90	Public Housing Elderly and Disabled residents participating in the Steelton Food Cooperative	Residents of Hoy & Latsha Towers, Bistline House, Rattling Creek and Gratz Park Terrace	PHA – enrolled member of co-op
Farmers Market Vouchers – partnership with Area Agency on Aging and Dept. of Agriculture	150	All residents over 60 years of age who meet income guidelines	All PHA and Section 8 participants. Distribution sites announced annually.	Persons 60 years of age or older who meet income eligibility
Elder Share – sponsored by the Central PA Food Bank. Nutritional food supplements provided monthly	150	Resident over 60 years of age with income under \$985 monthly	Residents of Hoy & Latsha Towers, Bistline House, Rattling Creek and Gratz Park Terrace	Public housing residents enrolled in the Steelton Food Distribution Cooperative
Health Promotion Program	300	Residents of Hoy & Latsha Towers and Bistline House	Wellness Center at Hoy Towers and Health Resource Center at Bistline House	Residents of Hoy & Latsha Towers and Bistline House
Congregate Meals Program – Hoy Towers, Bistline House in partnership with Dauphin AAA		All PHA & Section 8 residents	Primarily – Hoy Towers, Latsha Towers, Griffith House & Bistline House	All PHA residents – Section 8 participants 60 yrs. of age or older
Partnership with St. John's Food Pantry	60	Residents of Hoy, Latsha & Griffith House who are under 60	Hoy, Latsha & Griffith House	Under 60 yrs of age and resident of Hoy & Latsha Towers and Griffith House
Enrollment in Medicare Part D Low Income Subsidy Program in partnership with the Dauphin County Area Agency on Aging	40	PHA Residents	PHA wide	PHA Residents

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 7/1/07 Estimate)	Actual Number of Participants (As of: 01/31/07)
Public Housing	None	45 participants
Section 8	72*	79

***The Authority has had 28 graduates, thus taking our required number from 100 to 72**

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

If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

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

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

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

See Attachment L: Implementation of Public Housing Resident Community Service Requirements

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)

We do not experience a high incidence of violent and/or drug related crime in our developments or in the areas surrounding the developments.

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

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

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

Genesis Court

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)

Security cameras at Bistline

Central alarm fire security system at Cole Crest

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

Bistline

Cole Crest

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 **(or provide arrest information)**
- 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)
Communication with Police Departments regarding any arrests or disturbances on Authority property
Police departments cooperate with Authority in enforcement of no-trespassing notices

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

Genesis Court and Lang Manor

D. Additional information as required by PHDEP/PHDEP Plan

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

(This section no longer applicable)

- 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 2000 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)]

See Attachment M: Pet Policy Statement

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 (as required)
 - Comprehensive stock assessment
 - Other: (list below)

PUBLIC HOUSING CAPITAL FUND PROGRAM

Section 519 of the Quality Housing and Work Responsibility Act of 1998, authorizes the allocation of funds under the Capital Fund. The final rule implementing this statute was effective April 17, 2000. 24 CFR Part 905 Section (k) provides clarification of a Housing Authority's authorization to undertake collateralization, as provided under section 14 (a) of the 1937 Act, and to address the statutorily eligible expenses in section 9 (d) (1) of the U.S. Housing Act of 1937.

The Housing Authority has utilized this authority to secure a tax-exempt privately financed loan. The purpose of the loan is to accomplish much needed modernization work in a timelier manner than would be accomplished if the Housing Authority were forced to depend solely on the annual funding provided by the Capital Fund. After having received formal approval of the financing plan from HUD Headquarters, proceeds from the loan are being utilized to accomplish a substantial modernization of the Cole Crest housing development.

ENERGY PERFORMANCE CONTRACT

Under contract with Honeywell, an investment grade audit of all public housing developments was completed. The audit concluded that a potential of over \$3,000,000 in capital improvements could be funded through energy and water savings.

Implementation of the energy conservation measures got underway in July 2004 and was completed in May 2005. Some of the conservation measures include lighting retrofit, refrigerator replacement, building envelope, water retrofit, boiler replacement, etc. This was a major accomplishment in keeping our units attractive, efficient and marketable. The projected annual savings is approximately \$340,500. Unfortunately this savings will be offset by the 12 year loan amortization.

RECONFIGURATION OF EFFICIENCY UNITS

The Authority has continued reconfiguring efficiency units in order to increase the marketability of our public housing units. The reconfiguration program has been very effective and has contributed to a reduction in vacant efficiency apartments. The efficiencies are being replaced with totally modernized units that are of a more desired and marketable size. To date, we have reconfigured 23 apartments, which are all currently occupied. The Authority anticipates continuing its reconfiguration of efficiency units, depending on available CFP funds and the prevailing market conditions over the next few years.

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

(Descriptions are provided in the narrative above)

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 Attached at Attachment (File name)

Attachment H: Resident Advisory Board Comments and Agency Response

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: (provide name here) **Dauphin County, Pennsylvania Consolidated Plan**

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.

Dauphin County Department of Community and Economic Development

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

The Dauphin County Department of Community and Economic Development's Action Plan states "...the overall housing goal is to achieve a continuum of housing for all households and income groups in the community." Under that umbrella goal the Action Plan specifies the following housing goals:

- 1. Increase Home Ownership**
- 2. Bolster Existing Homeowners**
- 3. Provide Safe and Accessible Housing**
- 4. Ensure Decent Safe Housing for All Households**

The following highlights some of the Housing Authority's initiatives that are consistent with those highlighted in Dauphin County's Consolidated Plan.

1. We are continuing to renovate our public housing units.
2. We are continuing to market our public housing and Section 8 program to make families and elderly/disabled persons aware of the availability of safe, affordable, and accessible housing in the jurisdiction of the Housing Authority of the County of Dauphin.
3. We will continue to provide accessible housing in the public housing program to persons with disabilities. We are in full compliance with the HUD directed 504/ADA requirements.
4. We will continue our current program to offer homeownership incentives for public housing residents and Section 8 participants.
5. We will continue our resident initiatives programs that are aimed at promoting the economic self-sufficiency of public housing residents.
6. We will continue to provide supportive services to our senior residents.
7. In cooperation with the Dauphin County Mental Health/Mental Retardation Department, we are administering a 5-year Shelter Plus Care grant.

Other: (list below)

We have stated in our Annual and Five-Year Plans how we intend to address our community's housing needs to the maximum extent practical. While we do not have the resources to resolve all of our community's housing needs, we will continue to work with the Dauphin County Department of Community Development in an effort to coordinate services and resources. As we deem appropriate to our needs, we shall apply for the grant opportunities made available by the U.S. Department of Housing and Urban Development over the course of the next year. Whenever possible and practical, we will respond to HUD Notices of Funding Availability to increase the amount of affordable housing in Dauphin County.

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

The Dauphin County Consolidated Plan acknowledges the Housing Authority of the County of Dauphin (HACD) as "...a major provider of housing for extremely low, very low and low income renter households in Dauphin County..." Further, "Dauphin County will continue to support efforts by the HACD to improve and expand its inventory of units and Section 8 vouchers."

Through stabilization of the housing situation and the availability of family self-sufficiency and other services sponsored by the HACD, participating households can access services that could result in improving income to the point above poverty.

Regarding homeownership, all residents of public housing in Dauphin County may participate in Dauphin County's First-Time Home Buyers Program.

In summary the Dauphin County Consolidated Plan supports the HACD PHA Plan with actions and commitments.

D. Other Information Required by HUD

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

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

The Housing Authority of the County of Dauphin has adopted a definition of substantial deviation and significant amendment or modification. That definition is:

A. Substantial Deviation from the 5-year Plan:

A substantial deviation from the 5-year Plan occurs when the Board of Commissioners decides that it wants to change the mission statement, goals or objectives of the 5-year plan.

B. Significant Amendment or Modification to the Annual Plan:

Significant amendments or modifications to the Annual Plan are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the plans of the agency and which require formal approval of the Board of Commissioners.

Attachments

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

All Attachments are listed in the Table of Contents.

Attachment A

Housing Authority of the County of Dauphin

Annual Plan

Fiscal Year 07/01/2007 – 06/30/2008

Deconcentration Policy

The following is an extract from the Housing Authority's adopted Admissions and Continued Occupancy Policy.

10.4 DECONCENTRATION POLICY

It is the Housing Authority's policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The Housing Authority will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Annually, we will analyze the income levels of families residing in each of our developments. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement.

10.5 Deconcentration Incentives

The Housing Authority may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development.

Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and nondiscriminatory manner.

10.6 Offer of a Unit

When the Housing Authority discovers that a unit will become available, we will first determine if there is any family who has been approved for a transfer to this type of unit. If there is no such family approved for a transfer, we will then contact the first family on

the waiting list who has the highest priority for this type of unit or development and whose income category would help to meet the deconcentration goal and/or the income targeting goal.

The Housing Authority will contact the family first by telephone to make the unit offer. If the family cannot be reached by telephone, the family will be notified of a unit offer via first class mail. The family will be given five (5) business days from the date the letter was mailed to contact the Housing Authority regarding the offer.

The family will be offered the opportunity to view the unit. After the opportunity to view the unit, the family will have two (2) business days to accept or reject the unit. This verbal offer and the family's decision must be documented in the tenant file. If the family rejects the offer of the unit, the Housing Authority will send the family a letter documenting the offer and the rejection.

10.7 Rejection of Unit

If in making the offer to the family the Housing Authority skipped over other families on the waiting list in order to meet their deconcentration goal or offered the family any other deconcentration incentive and the family rejects the unit, the family will not lose their place on the waiting list and will not be otherwise penalized.

If the Housing Authority did not skip over other families on the waiting list to reach this family, did not offer any other deconcentration incentive, and the family rejects the unit without good cause, the family will forfeit their application's date and time. The family will keep their preferences, but the date and time of application will be changed to the date and time the unit was rejected.

If the family rejects with good cause any unit offered, they will not lose their place on the waiting list. Good cause includes reasons related to health, proximity to work, school, and childcare (for those working or going to school). The family will be offered the right to an informal review of the decision to alter their application status.

Attachment B - Capital Fund Program Annual Statement for FFY 2007

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of the County of Dauphin		Grant Type and Number Capital Fund Program Grant No: PA26PO3550107 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	5,300			
4	1410 Administration	92,760			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	18,287			
8	1440 Site Acquisition				
9	1450 Site Improvement	37,277			
10	1460 Dwelling Structures	352,575			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
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	330,000			
20	1502 Contingency	89,441			
21	Amount of Annual Grant: (sum of lines 2 – 20)	925,640			
22	Amount of line 21 Related to LBP Activities	0			
23	Amount of line 21 Related to Section 504 compliance	0			

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

PHA Name: Housing Authority of the County of Dauphin	Grant Type and Number Capital Fund Program Grant No: PA26PO3550107 Replacement Housing Factor Grant No:	Federal FY of Grant: 2007
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
24	Amount of line 21 Related to Security – Soft Costs	0			
25	Amount of Line 21 Related to Security – Hard Costs	0			
26	Amount of line 21 Related to Energy Conservation Measures	0			

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

PHA Name: Housing Authority of the County of Dauphin		Grant Type and Number Capital Fund Program Grant No: PA26PO3550107 Replacement Housing Factor Grant No:				Federal FY of Grant: 2007		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA 035-3	Retaining Walls & Fencing	1450	793 LF	35,282				
PA 035-3	Remodel Bathrooms	1460	14	33,282				
PA 035-3	Remodel Kitchens	1460	14	31,795				
PA 035-3	Porch Roofs	1460	14	10,647				
PA 035-3	Exterior Improvements	1460	14	33,223				
PA 035-3	Plumbing Improvements	1460	14	23,990				
PA 035-3	Electrical Improvements	1460	14	35,735				
PA 035-3	Asbestos Removal	1460	14	13,626				
PA 035-3	Fire Alarm System	1460	1	32,000				
PA 035-5	Replace Central AC Chiller	1460	1	140,272				
PA 035-5	Design & Inspection	1430	1	18,287				
HA-Wide	Salaries	1410		67,724				
HA-Wide	Benefits	1410		19,480				
HA-Wide	Overhead	1410		5,556				
HA-Wide	Management Improvements	1408		5,300				
HA-Wide	Debt Service	1501		330,000				
HA-Wide	Contingency	1502		89,441				

Attachment B- Capital Fund Program 5-Year Action Plan

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name Housing Authority of The County of Dauphin		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 3 FFY Grant: 2009 PHA FY: 2009	Work Statement for Year 4 FFY Grant: 2010 PHA FY: 2010	Work Statement for Year 5 FFY Grant: 2011 PHA FY: 2011
	Annual Statement				
PA 035-3		37,500			
PA 035-4			29,500		45,725
PA 035-5		35,000	11,000		
PA 035-6					117,596
PA 035-7		50,000			
PA 035-8				37,500	
PA 035-9		344,897		37,500	134,500
PA 035-10				360,833	37,500
PA 035-11			348,773	37,500	135,500
PA 035-17			15,000		
PA 035-23		12,000	80,000	452,307	
HA Wide		446,243	441,367		454,819
CFP Funds Listed for 5-year planning		925,640	925,640	925,640	925,640
Replacement Housing Factor Funds					

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of the County of Dauphin		Grant Type and Number Capital Fund Program Grant No: PA26PO3550106 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/06 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	5,100	5,100	5,100	
4	1410 Administration	90,060	90,060	90,060	30
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	15,000	33,000		
8	1440 Site Acquisition				
9	1450 Site Improvement	83,424	83,424	83,424	
10	1460 Dwelling Structures	379,376	384,056	384,056	41,512
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	18,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service	330,000	330,000	330,000	
20	1502 Contingency	4,680			

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

PHA Name: Housing Authority of the County of Dauphin	Grant Type and Number Capital Fund Program Grant No: PA26PO3550106 Replacement Housing Factor Grant No:	Federal FY of Grant: 2006
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 1)
 Performance and Evaluation Report for Period Ending: 12/31/06 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
21	Amount of Annual Grant: (sum of lines 2 – 20)	925,640	925,640	892,640	41,542
22	Amount of line 21 Related to LBP Activities	0	0	0	0
23	Amount of line 21 Related to Section 504 compliance	0	0	0	0
24	Amount of line 21 Related to Security – Soft Costs	0	0	0	0
25	Amount of Line 21 Related to Security – Hard Costs	0	0	0	0
26	Amount of line 21 Related to Energy Conservation Measures	0	0	0	0

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

PHA Name: Housing Authority of the County of Dauphin		Grant Type and Number Capital Fund Program Grant No: PA26PO3550106 Replacement Housing Factor Grant No:				Federal FY of Grant 2006		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA 035-3	Retaining Walls & Fencing	1450	1875 lf	83,424	83,424	83,424		Underway
PA 035-3	Remodel Bathrooms	1460	14	50,345	50,345	50,345		Underway
PA 035-3	Remodel Kitchens	1460	14	78,348	78,348	78,348		Underway
PA 035-3	Porch Roofs	1460	14	16,106	16,106	16,106		Underway
PA 035-3	Exterior Improvements	1460	14	72,945	72,945	72,945		Underway
PA 035-3	Plumbing Improvements	1460	14	86,977	91,657	91,657	30,389	Underway
PA 035-3	Electrical Improvements	1460	14	54,044	54,044	54,044	11,123	Underway
PA 035-3	Asbestos Removal	1460	736lf	20,611	20,611	20,611		Underway
PA 035-3	Contingency	1502		4,680				Allocated
HA-Wide	Design & Inspection	1430		15,000	33,000			RFP Stage
HA-Wide	Purchase Vehicle	1475	1	18,000				Deleted
HA-Wide	Salaries	1410		65,743	65,743	65,743		Underway
HA-Wide	Benefits	1410		18,913	18,913	18,913		Underway
HA-Wide	Overhead	1410		5,404	5,404	5,404	30	Underway
HA-Wide	Management Improvements	1408		5,100	5,100	5,100		Underway
HA-Wide	Debt Service	1501		330,000	330,000	330,000		Underway

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

PHA Name: Housing Authority of the County of Dauphin	Grant Type and Number Capital Fund Program Grant No: PA26PO3550105 Replacement Housing Factor Grant No:	Federal FY of Grant: 2005
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 2)
 Performance and Evaluation Report for Period Ending: 12/31/06 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	4,800	3,915	3,915	3,915
4	1410 Administration	88,020	88,020	88,020	78,723
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	10,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	195,120	210,962	210,962	196,160
10	1460 Dwelling Structures	347,750	347,750	347,750	345,348
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	40,320	40,320	40,320	40,320
13	1475 Nondwelling Equipment	18,132	13,175	13,175	
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service	330,000	330,000	330,000	329,891
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,034,142	1,034,142	1,034,142	994,357
22	Amount of line 21 Related to LBP Activities	0	0	0	0
23	Amount of line 21 Related to Section 504 compliance	0	0	0	0

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

PHA Name: Housing Authority of the County of Dauphin	Grant Type and Number Capital Fund Program Grant No: PA26PO3550105 Replacement Housing Factor Grant No:	Federal FY of Grant: 2005
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 2)
 Performance and Evaluation Report for Period Ending: 12/31/06 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
24	Amount of line 21 Related to Security – Soft Costs	0	0	0	0
25	Amount of Line 21 Related to Security – Hard Costs	0	0	0	0
26	Amount of line 21 Related to Energy Conservation Measures	0	0	0	0

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

PHA Name: Housing Authority of the County of Dauphin		Grant Type and Number Capital Fund Program Grant No: PA26PO3550105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA 035-3	Concrete Patios	1450	6,980 sq ft	48,000	48,000	48,000	48,000	Complete
PA 035-3	Walks, Steps, Curbs, Rails	1450	741 lf	51,120	52,160	52,160	52,160	Complete
PA 035-3	Slope Stabilization	1450	3,909 sq ft	43,200	43,200	43,200	43,200	Complete
PA 035-3	Landscaping	1450	48,000 sq ft	24,000	38,802	38,802	24,000	Underway
PA 035-3	Recreation Area	1450	818 sq ft	9,000	9,000	9,000	9,000	Complete
PA 035-3	Asphalt Paving	1450	4,964 sq ft	6,000	6,000	6,000	6,000	Complete
PA 035-3	Retaining Walls & Fencing	1450	310 lf	13,800	13,800	13,800	13,800	Complete
PA 035-3	Plumbing	1460	14	71,095	71,095	71,095	71,095	Complete
PA 035-3	Electrical	1460	14	51,528	51,528	51,528	51,528	Complete
PA 035-3	HVAC	1460	14	43,068	43,068	43,068	43,068	Complete
PA 035-3	Remodel Bathrooms	1460	14	37,200	37,200	37,200	37,200	Complete
PA 035-3	Remodel Kitchens	1460	14	69,586	69,586	69,586	69,586	Complete
PA 035-3	Floors & Drywall	1460	14	18,000	18,000	18,000	18,000	Complete
PA 035-3	Exterior Improvements	1460	14	37,200	37,200	37,200	37,200	Complete
PA 035-3	Asbestos Removal	1460	717 lf	20,073	20,073	20,073	17,671	Underway
PA 035-3	Storage Sheds	1470	14	40,320	40,320	40,320	40,320	Complete
HA - Wide	Design & Inspection	1430		10,000				Deleted
HA - Wide	Purchase Vehicle	1475	1	18,132	13,175	13,175		Underway
HA - Wide	Management Improvements	1408		4,800	3,915	3,915	3,915	Complete
HA - Wide	Salaries	1410		64,255	52,028	52,028	47,731	Underway
HA - Wide	Benefits	1410		18,484	28,483	28,483	24,483	Underway

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

PHA Name: Housing Authority of the County of Dauphin	Grant Type and Number Capital Fund Program Grant No: PA26PO3550104 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 3)
 Performance and Evaluation Report for Period Ending: 12/31/06 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	4,585	4,585	4,585	4,585
4	1410 Administration				
5	1411 Audit	82,618	82,122	82,122	82,122
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	185,941	185,941	185,941	185,941
10	1460 Dwelling Structures	479,119	479,615	479,615	479,615
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	33,600	33,600	33,600	33,600
13	1475 Nondwelling Equipment	21,766	21,766	21,766	21,766
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	247,418	247,418	247,418	247,418
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,055,047	1,055,047	1,055,047	1,055,047
22	Amount of line 21 Related to LBP Activities	0	0	0	0

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

PHA Name: Housing Authority of the County of Dauphin	Grant Type and Number Capital Fund Program Grant No: PA26PO3550104 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 3)
 Performance and Evaluation Report for Period Ending: 12/31/06 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
23	Amount of line 21 Related to Section 504 compliance	0	0	0	0
24	Amount of line 21 Related to Security – Soft Costs	0	0	0	0
25	Amount of Line 21 Related to Security – Hard Costs	0	0	0	0
26	Amount of line 21 Related to Energy Conservation Measures	0	0	0	0

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

PHA Name: Housing Authority of the County of Dauphin		Grant Type and Number Capital Fund Program Grant No: PA26PO3550104 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA 035-8	Expand Parking Lot	1450	1	23,341	23,341	23,341	23,341	Complete
PA 035-8	Replace Generator	1460	1	79,624	79,624	79,624	79,624	Complete
PA 035-3	Storage Sheds	1470	15	33,600	33,600	33,600	33,600	Complete
PA 035-3	Concrete Patios	1450	5,820 sq ft	40,000	40,000	40,000	40,000	Complete
PA 035-3	Walks, Steps, Curbs, Rails	1450	617 lf	42,600	42,600	42,600	42,600	Complete
PA 035-3	Slope Stabilization	1450	3,272 sq ft	36,000	36,000	36,000	36,000	Complete
PA 035-3	Landscaping	1450	40M sq ft	20,000	20,000	20,000	20,000	Complete
PA 035-3	Recreation Area	1450	681 sq ft	7,500	7,500	7,500	7,500	Complete
PA 035-3	Asphalt Paving	1450	4,136 sq ft	5,000	5,000	5,000	5,000	Complete
PA 035-3	Retaining Walls & Fencing	1450	258 lf	11,500	11,500	11,500	11,500	Complete
PA 035-3	Plumbing	1460	15	70,833	70,833	70,833	70,833	Complete
PA 035-3	Electrical	1460	15	42,940	42,940	42,940	42,940	Complete
PA 035-3	HVAC	1460	15	35,890	35,890	35,890	35,890	Complete
PA 035-3	Remodel Bathrooms	1460	15	48,071	48,071	48,071	48,071	Complete
PA 035-3	Remodel Kitchens	1460	15	113,146	113,146	113,146	113,146	Complete
PA 035-3	Floors & Drywall	1460	15	-0-	496	496	496	Complete
PA 035-3	Exterior Improvements	1460	15	71,888	71,888	71,888	71,888	Complete
PA 035-3	Asbestos Removal	1460	597 lf	16,727	16,727	16,727	16,727	Complete
HA - Wide	Purchase Vehicle	1475	1	21,766	21,766	21,766	21,766	Complete
HA - Wide	Salaries	1410		41,887	41,157	41,157	41,157	Complete
HA - Wide	Benefits	1410		28,581	28,815	28,815	28,815	Complete

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

PHA Name: Housing Authority of the County of Dauphin		Grant Type and Number Capital Fund Program No: PA26PO3550104 Replacement Housing Factor No:				Federal FY of Grant: 2004	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PA 035-3	09/06/06		01/31/05	09/05/08		07/31/06	
PA 035-8	09/06/06		01/31/05	09/05/08		07/31/06	
HA Wide	09/06/06		01/31/05	09/05/08		07/31/06	

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

PHA Name: Housing Authority of the County of Dauphin	Grant Type and Number Capital Fund Program Grant No: PA26PO3550103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003 Capital Fund Financing
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 3)
 Performance and Evaluation Report for Period Ending: 12/31/06 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration	124,100	124,100	124,100	85,000
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	55,000	55,000	55,000	49,153
8	1440 Site Acquisition				
9	1450 Site Improvement	1,209,780	1,209,780	1,209,780	865,613
10	1460 Dwelling Structures	2,372,957	2,393,492	2,393,492	2,169,717
11	1465.1 Dwelling Equipment—Nonexpendable	28,490	28,490	28,490	28,490
12	1470 Nondwelling Structures	262,080	262,080	262,080	187,315
13	1475 Nondwelling Equipment	58,500	58,500	58,500	41,856
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	63,485	42,950	42,950	31,120
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	4,174,392	4,174,392	4,174,392	3,458,264
22	Amount of line 21 Related to LBP Activities	0	0	0	0
23	Amount of line 21 Related to Section 504 compliance	0	0	0	0
24	Amount of line 21 Related to Security – Soft Costs	0	0	0	0

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

PHA Name: Housing Authority of the County of Dauphin	Grant Type and Number Capital Fund Program Grant No: PA26PO3550103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003 Capital Fund Financing
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 3)
 Performance and Evaluation Report for Period Ending: 12/31/06 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
25	Amount of Line 21 Related to Security – Hard Costs	0	0	0	0
26	Amount of line 21 Related to Energy Conservation Measures	0	0	0	0

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

PHA Name: Housing Authority of the County of Dauphin		Grant Type and Number Capital Fund Program Grant No: PA26PO3550103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003 Capital Fund Financing		
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	
PA 035-3	Slope Stabilization	1450	1	280,800	280,800	280,800	201,050	Underway
PA 035-3	Concrete Patios	1450	57	312,000	312,000	312,000	223,198	Underway
PA 035-3	Walks, Steps, Curbs & Rails	1450	57	332,280	332,280	332,280	237,706	Underway
PA 035-3	Asphalt Paving	1450	1	39,000	39,000	39,000	27,892	Underway
PA 035-3	Playground	1475	1	58,500	58,500	58,500	41,856	Underway
PA 035-3	Landscaping	1450	1	156,000	156,000	156,000	111,598	Underway
PA 035-3	Retaining Walls & Fencing	1450	57	89,700	89,700	89,700	64,169	Underway
PA 035-3	Plumbing Improvements	1460	57	405,500	423,500	423,500	397,184	Underway
PA 035-3	Electrical Improvements	1460	57	334,932	334,932	334,932	260,796	Underway
PA 035-3	Siding, Gutters & Downspouts	1460	57	192,750	192,750	192,750	192,750	Complete
PA 035-3	Asbestos Removal	1460	57	130,475	133,010	133,010	106,283	Underway
PA 035-3	Porch Roofs	1460	57	380,110	380,110	380,110	380,110	Complete
PA 035-3	Bathrooms	1460	57	241,800	241,800	241,800	241,800	Complete
PA 035-3	Kitchens	1460	57	407,448	407,448	407,448	407,448	Complete
PA 035-3	HVAC Systems	1460	57	279,942	279,942	279,942	183,346	Underway
PA 035-3	Storage Sheds	1470	57	262,080	262,080	262,080	187,315	Underway
PA 035-3	Ranges	1465	100	28,490	28,490	28,490	28,490	Complete
PA 035-3	Relocation	1495	100	63,485	42,950	42,950	31,120	Underway
PA 035-3	Design & Inspection	1430		55,000	55,000	55,000	49,153	Underway
PA 035-3	Salaries	1410		75,212	70,212	70,212	45,057	Underway

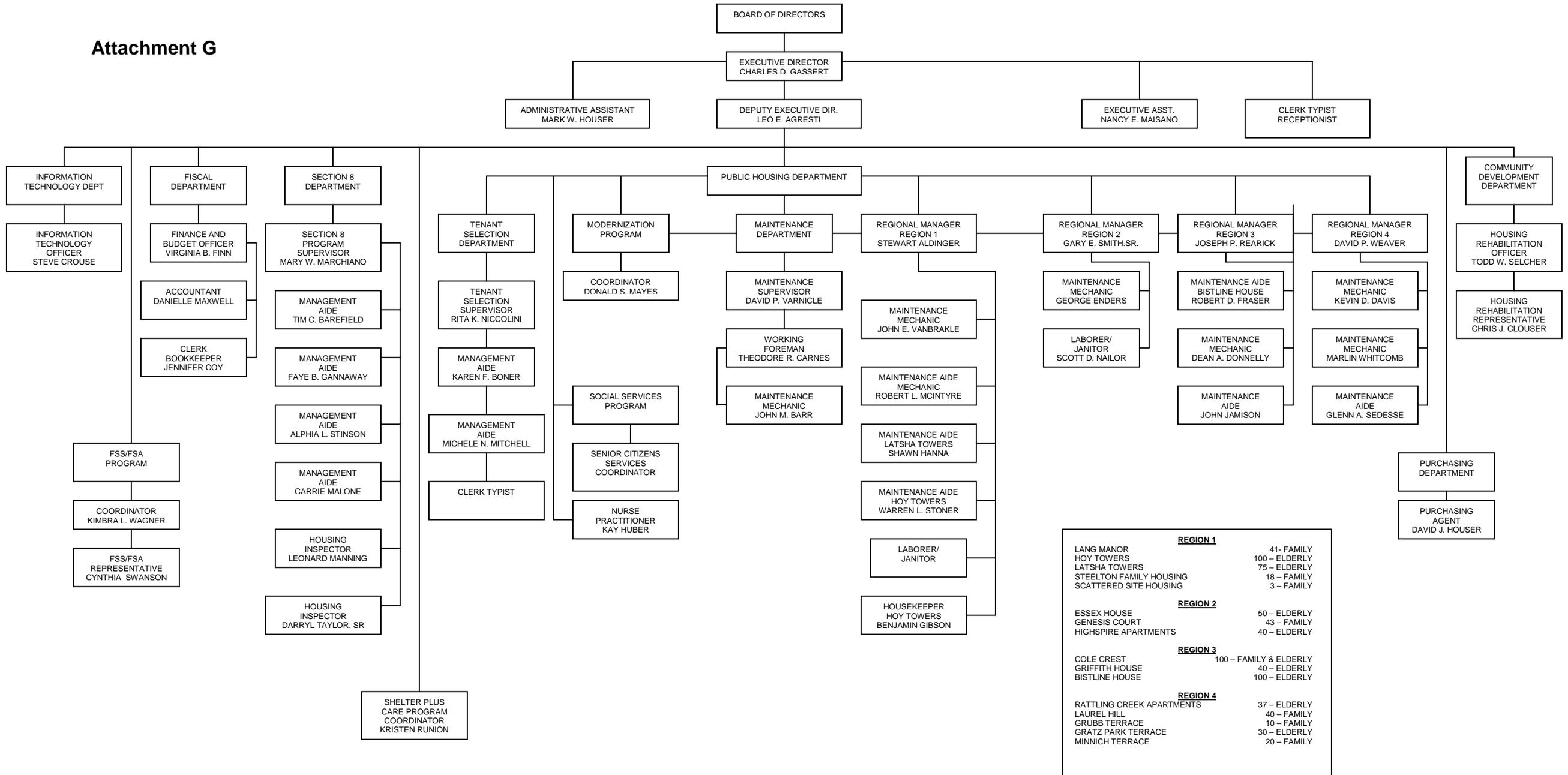
Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Housing Authority of the County of Dauphin		Grant Type and Number Capital Fund Program No: PA26PO3550103 Replacement Housing Factor No:				Federal FY of Grant: 2003 Capital Fund Financing	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Capital Fund Financing PA 035-3	9/16/05			09/30/07			

HOUSING AND REDEVELOPMENT AUTHORITIES OF THE COUNTY OF DAUPHIN

ORGANIZATIONAL CHART JANUARY 2007

Attachment G



REGION 1	
LANG MANOR	41- FAMILY
HOY TOWERS	100 - ELDERLY
LATSHA TOWERS	75 - ELDERLY
STEELTON FAMILY HOUSING	18 - FAMILY
SCATTERED SITE HOUSING	3 - FAMILY
REGION 2	
ESSEX HOUSE	50 - ELDERLY
GENESIS COURT	43 - FAMILY
HIGHSPIRE APARTMENTS	40 - ELDERLY
REGION 3	
COLE CREST	100 - FAMILY & ELDERLY
GRIFFITH HOUSE	40 - ELDERLY
BISTLINE HOUSE	100 - ELDERLY
REGION 4	
RATTLING CREEK APARTMENTS	37 - ELDERLY
LAUREL HILL	40 - FAMILY
GRUBB TERRACE	10 - FAMILY
GRATZ PARK TERRACE	30 - ELDERLY
MINNICH TERRACE	20 - FAMILY

Attachment H

Housing Authority of the County of Dauphin

Annual Plan

Fiscal Year 07/01/2007 – 06/30/2008

Resident Comments and Housing Authority Response

Comment 1 – Some residents of Laurel Hill pointed out that they are having problems with their windows and asked if this can be put into the Five-Year Plan.
Response to Comment 1 – Authority responded that this is not currently in our Five-Year Plan because of other competing items but the Authority will keep it in mind.

Comment 2 – Resident asked for new ranges.
Response to Comment 2 – Authority responded that the Authority has new ranges in the budget but it is a few years out.

Comment 3 – Resident asked if material could be used in between apartment walls at Latsha Towers for soundproofing and suggested that soundproofing be a consideration for future housing construction.
Response to Comment 3 – Authority responded that this has not been considered and it would be a relatively expensive proposition.

Comment 4 – Some residents asked when the Authority intends to install new kitchen cupboards at Hoy Towers. One of the residents indicated she is having a deterioration problem.
Response to Comment 4 – Authority responded that this is the first complaint about the cupboards and indicated that this might be unique to the resident's apartment. Authority further indicated that it was discussed a few years ago but never got into the budget because the Authority had other priorities that needed to be taken care of. Authority indicated that it is something that could be put into a future budget and pointed out that the Five Year Plan is revised every year and items can be added or deleted from it.

Comment 5 – Resident asked what work is planned for Essex House.

Response to Comment 5 – Authority responded that the Authority would like to upgrade the elevators and replace the hallway carpeting.

Comment 6 – Resident asked what happened to reconfiguring the efficiency units at Essex House.

Response to Comment 6 – Authority responded that it is something the Authority would like to do but it's just a matter of when we can get to it. The Authority also explained that Essex House is currently full which raises the question who will move out if we went ahead now with a reconfiguration plan at Essex House. Authority indicated that a factor in deciding whether or not to reconfigure is money. It takes a lot of money to reconfigure apartments. The Authority has to look at what the needs are right now and allocate funding as best it can to cover the most urgent needs.

Comment 7 – Resident asked if there were plans to do radon testing.

Response to Comment 7 – Authority responded that it does not have an active campaign for checking for radon. The Authority does not believe there are high radon levels. There are make-up systems that move the air around.

Comment 8 – Resident asked what is “contingency”.

Response to Comment 8 – Authority responded that it is a “safety net” so that in case of change orders there will be money available. Authority further indicated that if the contingency money is not used it can be used to do other items in the Five-Year Plan.

Comment 9 – Resident brought up the matter of the Authority’s intentions mentioned in the Plan to designate some of its buildings as elderly. Resident pointed out that this would give persons with disabilities a limited choice of places to live.

Response to Comment 9 – Authority responded that if we did designate, we would start with one building. Authority pointed out that it would not affect persons with disabilities currently in place. Authority indicated it would continue to pursue finding alternative housing for persons with disabilities.

Comment 10 – Resident asked if central air conditioning could be installed at Hoy Towers.

Response to Comment 10 – Authority responded that it would be difficult to install because it is a concrete building and it would be very expensive.

Comment 11 – Resident commented on the poor condition of the sidewalk from Hoy Towers to Latsha Towers.

Response to Comment 11 – Authority responded that the repair of the sidewalk is in the Five-Year Plan.

Comment 12 – Resident asked how expensive it would be to install garbage disposals.

Response to Comment 12 – Authority responded that it did not know but the Authority is not going to do it. Authority explained that garbage disposals are a tremendous maintenance problem.

Comment 13 - Resident asked if a bathroom could be installed on the first floor of Hoy Towers.

Response to Comment 13 - Authority responded that the problem would be people coming off the street to use the bathroom and there are no plans to put a bathroom on the first floor.

Attachment I

Housing Authority of the County of Dauphin

Annual Plan

Fiscal Year 07/01/2007 – 06/30/2008

Required Attachment: Resident Member on the PHA Governing Board

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

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

Nancy Thompson

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

- Elected
 Appointed

C. The term of appointment is (include the date term expires): **5 year term expiring August 26, 2008**

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

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

B. Date of next term expiration of a governing board member: **August 26, 2007**

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

Dauphin County Commissioners

Attachment J

Housing Authority of the County of Dauphin Annual Plan

Fiscal Year 07/01/2007 – 06/30/2008

Required Attachment: Membership of the Resident Advisory Board or Boards

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

Ms. Tracy Proctor-Raines
Ms. Sonja Wright
Ms. Paula Slade
Ms. JoAnn M. Garisto-Hoffman
Ms. Roslaine V. Williams
Ms. Pamela Landrum
Ms. Patty Kope
Ms. Donna Cargill
Ms. Velma Beaty
Ms. Miriam Taylor
Mr. Ray Taylor
Mr. Charles Orsinger
Mr. Robert Wright
Ms. Edna Ali
Mr. Michael Houser
Ms. Helen Grier
Ms. Jeanette Still
Ms. Lynette Foreman
Ms. Martha Hernandez
Ms. Anita Wilson
Ms. Dolores Spinner
Ms. Marianna Cruz
Mr. Ronald Sloan
Mr. Dean Baughman
Mr. William Williams
Mr. Mark Bostdorf
Ms. Joy Abromites
Mr. Anthony Foster
Ms. Georgia Logan

Attachment K

Housing Authority of the County of Dauphin

Annual Plan

Fiscal Year 07/01/2007 – 06/30/2008

Statement of Progress in Meeting the 5-Year Plan Mission and Goals established for Fiscal Years 07/01/05 through 06/30/10

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

Goal One: MANAGE THE HOUSING AUTHORITY OF THE COUNTY OF DAUPHIN'S EXISTING PUBLIC HOUSING PROGRAM IN AN EFFICIENT AND EFFECTIVE MANNER	
Objective	Progress
1. The Housing Authority of the County of Dauphin shall strive to maintain high performer status under PHAS each fiscal year through June 30, 2009.	1. The Authority's score for FYE 6/30/06 was 90. Efforts will continue to maintain high performer status in future fiscal years.
2. The Housing Authority of the County of Dauphin shall achieve and maintain an occupancy rate of 95% by June 30, 2005.	2. Through great effort the Authority increased it's occupancy rate to 97.1% in June 2006

Goal Two: ENHANCE THE MARKETABILITY OF THE HOUSING AUTHORITY OF THE COUNTY OF DAUPHIN'S PUBLIC HOUSING UNITS	
Objective	Progress
1. The Housing Authority of the County of Dauphin shall reconfigure efficiency units in order to increase the marketability of our public housing units. Number of conversions to be accomplished by June 30, 2009 will be dependent upon available CFP funds and the vacancy situation over the next five years.	1. The Authority's reconfiguration program has been very effective and has contributed to a reduction in vacant efficiency apartments. All 23 reconfigured apartments are currently occupied.
2. Continue upgrading units in the developments with CFP funds.	2. The Authority is nearing completion of a \$6,000,000 comprehensive renovation of the Cole Crest development in Steelton, PA.

Goal Three: MANAGE THE HOUSING AUTHORITY PROGRAMS IN A MANNER THAT RESULTS IN COMPLIANCE WITH RELEVANT STATUTES AND REGULATIONS	
Objective	Progress
1. Train staff yearly on issues related to various management functions.	1. The Authority sponsors various staff training programs on an annual basis.

Goal Four: THE HOUSING AUTHORITY OF THE COUNTY OF DAUPHIN SHALL ENSURE EQUAL TREATMENT OF ALL APPLICANTS, RESIDENTS, TENANT-BASED PARTICIPANTS, EMPLOYEES, AND VENDORS	
Objective	Progress
1. The Housing Authority of the County of Dauphin shall mix its public housing development populations as much as possible with respect to ethnicity, race and income. This is an on going objective.	1. The Authority's policies promote equal treatment of all applicants leading to mixed developments

Goal Five: MANAGE THE HOUSING AUTHORITY OF THE COUNTY OF DAUPHIN'S TENANT-BASED PROGRAM IN AN EFFICIENT AND EFFECTIVE MANNER	
Objective	Progress
1. HUD shall recognize the Housing Authority of the County of Dauphin shall strive to maintain high performer status under SEMAP each fiscal year through June 30, 2009.	The Authority earned a high performer score of 97 for FYE June 30, 2006.

Attachment L

Housing Authority of the County Of Dauphin

Annual Plan

Fiscal Year 07/01/2007 – 06/30/2008

Implementation of Public Housing Resident Community Service Requirements

The Housing Authority of the County of Dauphin has taken the following administrative steps to implement the Public Housing Resident Community Service Requirements.

Public Housing Dwelling Lease

Our Public Housing Dwelling Lease has been revised to incorporate the changes to the Admission and Occupancy Requirements in the Public Housing Program final rule that was published on March 29, 2000 and any subsequent regulations. Lease termination provisions include “failure to perform required community service or to be exempted therefrom.”

Admission and Continued Occupancy Policy

Our adopted Admissions and Continued Occupancy Policy incorporates the changes to the Admission and Occupancy Requirements in the Public Housing Program final rule that was published on March 29, 2000 and any subsequent regulations and includes a detailed description of the Public Housing Resident Community Service Requirements. The following are highlights of the pertinent sections of our policy:

- General: “In order to be eligible for continued occupancy, each adult family member must either (1) contribute eight hours per month of community service (not including political activities), or (2) participate in an economic self-sufficiency program, or (3) perform eight hours per month of combined activities unless they are exempt from this requirement.
- Exemptions are listed in our policy.
- Notifications: The Housing Authority of the County of Dauphin will identify all adult family members who are apparently not exempt from the community service requirement. The notification will advise family members that their community service obligation will begin upon the effective date of their first annual reexamination on or after August 1, 2003.

- Volunteer Opportunities: The Housing Authority of the County of Dauphin will coordinate with social service agencies, local schools, and the Human Resources Office in identifying a list of volunteer community service positions.
- The Process: The Housing Authority of the County of Dauphin process includes providing a list of volunteer opportunities, information about suitable volunteer positions, providing a volunteer time sheet, and annually determining whether each applicable family member is in compliance with the community service requirements.
- Notification of Non-compliance: Any family member found in non-compliance will be advised of the determination, that the determination is subject to the grievance procedure and that unless the family member(s) enter into an agreement to comply, the lease will not be renewed or will be terminated.
- Opportunity for cure: Family members will be offered the opportunity to comply with any delinquency in community service requirement hours by entering into an agreement. Any applicable members not accepting the terms of the agreement or does not fulfill their obligations under the terms of the agreement is subject to lease termination.
- Prohibition against replacement of agency employees: Our Housing Authority will not substitute community service activities performed by residents for work ordinarily performed by our employees.
- Termination: After August 1, 2003, the Housing Authority of the County of Dauphin will not renew the lease of any family that is not in compliance with the community service requirement or an approved Agreement to Cure.

Cooperative Agreement with TANF Agency

The Housing Authority of the County of Dauphin has executed a Cooperative Agreement with the Pennsylvania Department of Public Welfare.

Program Administration

The Housing Authority of the County of Dauphin will administer the program.

Programmatic Aspects

The Housing Authority of the County of Dauphin is located in rural Pennsylvania and the types of activities available for residents subject to the community service requirements are limited. As our Admissions and Continued Occupancy Policy states, we will make every effort to coordinate with the City and other communities located in Dauphin County, local schools, hospitals and service agencies in order to develop volunteer opportunities for residents.

Attachment M

Housing Authority of the County Of Dauphin

Annual Plan

Fiscal Year 07/01/2007 – 06/30/2008

Pet Policy Statement

The Housing Authority of the County of Dauphin allows for pet ownership in its developments with the written pre-approval of the Housing Authority.

The Housing Authority of the County of Dauphin adopts the following reasonable requirements as part of the Pet Policy:

1. Residents are responsible for any damage caused by their pets, including the cost of fumigating or cleaning their units.
2. In exchange for this right, resident assumes full responsibility and liability for the pet and agrees to hold the Housing Authority of the County of Dauphin harmless from any claims caused by an action or inaction of the pet.
3. Residents must have the prior written approval of the Housing Authority before moving a pet into their unit.
4. Residents must request approval on the Authorization for Pet Ownership Form that must be fully completed before the Housing Authority will approve the request.
5. Residents must give the Housing Authority a picture of the pet so it can be identified if it is running loose.
6. A pet deposit of \$50 is required at the time of registering a pet.
7. The Housing Authority of the County of Dauphin will allow only common household pets. This means only domesticated animals such as a dog, cat, bird, rodent (including a rabbit), fish in aquariums or a turtle will be allowed in units. Common household pets do not include reptiles (except turtles).

All dogs and cats must be spayed or neutered before they become six months old. A licensed veterinarian must verify this fact.

Only one pet per unit will be allowed according to this schedule.

Any animal deemed to be potentially harmful to the health or safety of others, including attack or fight trained dogs, will not be allowed.

No animal may exceed twenty five (25) pounds in weight projected to full adult size.

8. In order to be registered, pets must be appropriately inoculated against rabies, distemper and other conditions prescribed by state and/or local ordinances. They must comply with all other state and local public health, animal control, and anti-cruelty laws including any licensing requirements. A certification signed by a licensed veterinarian or state or local official shall be annually filed with the Housing Authority of the County of Dauphin to attest to the inoculations.
9. The Housing Authority of the County of Dauphin, or an appropriate community authority, shall require the removal of any pet from a project if the pet's conduct or condition is determined to be a nuisance or threat to the health or safety of other occupants of the project or of other persons in the community where the project is located.

Attachment N

Housing Authority of the County of Dauphin

Annual Plan

Fiscal Year 07/01/2007 – 06/30/2008

Statement of Intent to Implement a Project-based Voucher Program - Progress Statement

Background

In accordance with 24 CFR Part 983, the Housing Authority of the County of Dauphin intends to implement a Project-Based Voucher Program. As required by the regulations, this attachment is included as part of our Annual Plan submission for our Fiscal Year beginning July 1, 2007.

It is the intent of the Housing Authority of the County of Dauphin to utilize up to 20% of its current Section 8 program allocation for a Project-Based Voucher Program. The first preference in this program will be for families with disabilities. We also intend to provide project-based assistance to other families on the Section 8 Voucher program.

The location of the facility(s) will be within the Housing Authority of the County of Dauphin's jurisdiction.

This project-based voucher program is consistent with our PHA Plan in that there is a significant need for housing for families with disabilities in our jurisdiction as reflected in the Annual Plan Statement of Housing Needs. Families with disabilities, in particular, currently on our waiting list have a difficult time finding suitable housing.

Progress Statement

The Housing Authority of the County of Dauphin intends to advertise the availability of Section 8 tenant-based vouchers to be allocated to project-based assistance upon receipt of HUD approval. The Housing Authority will be considering both new construction and existing developments.

Attachment O

Housing Authority of the County of Dauphin

Annual Plan

Fiscal Year 07/01/2007 – 06/30/2008

Required Attachment: Section 8 Homeownership Capacity Statement

The Housing Authority of the County of Dauphin Section 8 Homeownership Policy (Section 20, Part G of the Administrative Plan) requires that:

Financing:

- A. The PHA will require a minimum cash down payment of three percent (3%) of the purchase price of the house, of which a minimum one percent (1%) of the purchase price must be paid from the family's own resources.**

Attachment P

Housing Authority of the County of Dauphin

Annual Plan

Fiscal Year 07/01/2007 – 06/30/2008

Violence Against Women Act (VAWA) Report

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

Through cooperation with the local domestic violence agencies and local police departments, any cases of violence as described are referred for assistance. The local domestic violence agencies are:

**YWCA of Greater Harrisburg
Solais Inc.**

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

Program staff at the local domestic violence agencies is aware of our housing programs and make client referrals to our office. Apparently eligible clients are placed on our waiting lists when those lists are on open enrollment. An applicant that is or has been a victim of domestic violence, dating violence, or stalking is not an appropriate basis for denial of program assistance or for denial of admission, if the applicant otherwise qualifies for assistance or admission. The Housing Authority also has a local preference for victims of domestic violence for admissions to its public housing and Housing Choice Voucher programs.

For persons already living in a public housing or Housing Choice Voucher unit who become victims as described, these are referred to the above-listed domestic violence advocacy groups and the local police departments. A tenant or participant that is or has been a victim of domestic violence, dating violence, or stalking is not an appropriate basis for termination of program assistance, if the tenant or participant is otherwise compliant with terms of assistance.

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

The same methods as described herein are used, making referrals to the above-listed domestic violence advocacy groups for counseling and support services, and attempting to enforce orders of protection with the cooperation of Police Department personnel.