

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

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# Lackawanna Housing

5 Year Plan for Fiscal Years **2005 - 2009**  
Annual Plan for Fiscal Year **2007**  
**(07/01/2007 – 06/30/2008)**

**PA 038**

**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: Lackawanna Housing**

**PHA Number: PA 038**

**PHA Fiscal Year Beginning: 07/2007**

**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 (Plan Only)
- 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 Lackawanna Housing is to be the provider of this area's affordable housing of choice. We own and maintain safe, quality housing in a cost-effective manner. By partnering with others, we offer rental assistance and professional property management services to our 30 communities.

**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: 10%
  - 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: By being responsive to the needs identified Resident Assessment Survey System.
- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units: as outlined in our Capital Fund Plan.
- 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: This is a part of the Agency's Briefing package.
- 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: install security cameras at the Agency's elderly high-rise sites as we modernize.
- 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: by offering flat rents and encouraging participation in our self-sufficiency program.
- 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)**

**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 Lackawanna 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.

Our Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission. The plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives

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.

The ever-decreasing federal funds are making this more difficult to achieve. There have been significant decreases in operating subsidy and constant declines in the Capital Fund Program formula amounts. It is challenging to continue a systematic assessment and renovation of our aging housing stock, and is beginning to affect the level of services we can offer our residents. HUD regulations and the distribution funding formula have resulted in fewer families being leased to under the Housing Choice Voucher Program.

Within these constraints, 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.

THE HOUSING AUTHORITY HAS 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
- Services for persons with Limited English Proficiency (LEP)

**Section 8 Program Administrative Plan**

- Verification requirements for the Medicare Prescription Drug Program
- Screening and Termination language related to the Violence Against Women Act
- Services for persons with Limited English Proficiency (LEP)

THE HOUSING AUTHORITY PROPOSES THE FOLLOWING DISCRETIONARY CHANGES TO OUR POLICIES AND/OR PROGRAMS:

**Public Housing Admissions and Continued Occupancy Policy**

- **Addition of four new Preferences:**

Veterans

Homeless

Victims of Federally Declared Disasters

Immediate family of Active Duty Military Person

Applicants already on the current waiting list will be grandfathered in, meaning they will not lose their place on the waiting list when the new preferences become effective on 7/1/07.

- **Selection from the waiting list**

When the Authority discovers that a unit will become available, we will contact the first five families on that development's waiting list who have 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, if necessary).

The family will be given five (5) business days to respond regarding the offer. Of the five families who respond positively within that time period, the unit will be offered to the family who has the earliest date and time of application on the waiting list.

- **Increase the minimum rent from \$25 to \$50**
- **Home visits will no longer be conducted as part of the applicant screening process**
- **Applications will be accepted by fax**
- **Residents on flat rent will go through the annual reexamination process every two years**
- **Due to file size restrictions and limited filing space, mailing envelopes (containing verifications) addressed to the Housing Authority will not be maintained, unless the Housing Authority deems it is in its interest to do so.**
- **Pest control**  
If resident is determined to be the cause of infestation (as determined by a professional exterminator), resident will be assessed extermination costs for the entire building
- **Occupancy Standards**

Assignment of units that require the use of the living room for sleeping shall be avoided as much as possible, and will be made on a case-by-case basis

## Section 8 Program Administrative Plan

- **Addition of two new Preferences:**

Victims of Domestic Violence

Residents who live in, work in, or who have been hired to work in Lackawanna County, exclusive of the Cities of Scranton and Carbondale

Applicants already on the current waiting list will be grandfathered in, meaning they will not lose their place on the waiting list when the new preferences become effective on 7/1/07.

- **Increase the minimum rent from \$0 to \$50**
- **Portability** If financial circumstances dictate, the Housing Authority may deny portability moves to a higher cost area for its Housing Choice Voucher participants and/or shoppers if the Housing Authority has insufficient funds to pay the higher subsidy amounts and the receiving housing authority declines to absorb the family. Individual denials of portability shall only occur after the Housing Authority has determined that the receiving housing authority will not absorb the family. The denial of absorption shall be documented in that person's file.
- **Use the current balance to determine the cash value of checking accounts**
- **For accounts with less than \$2,000, third-party verification will not be required. Applicant/Participant provided documents will be used for verifications in this category.**
- **Families will not be required to report increases in income or decreases in allowable expenses between annual reexaminations.**
- **Due to file size restrictions and limited filing space, mailing envelopes (containing verifications) addressed to the Housing Authority will not be maintained, unless the Housing Authority deems it is in its interest to do so.**

**THE HOUSING AUTHORITY WILL ALSO IMPLEMENT AND/OR CONTINUE WITH THE FOLLOWING ACTIVITIES:**

- Application for demolition of PA 38-009, Jessup Housing development, followed by construction of modular units
- Begin the process of seeking HUD approval for the conversion of 0-bedroom units to 1- and 2-bedroom units
- Submit application for programs under the FY 2007 SuperNOFA for HUD's Discretionary Programs and other NOFAs that may be issued.
- Explore the regulations related to forming a non-profit corporation.
- Energy Performance Contract – The energy audit is complete. The Housing Authority will be submitting the Plan for energy improvements to the HUD office, and anticipates implementation will begin during the Fiscal year beginning 7/1/2007.

### **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:

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

#### Optional Attachments:

- PHA Management Organizational Chart
- Public Housing Drug Elimination Program (PHDEP)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (**No comments received**)
- Other (List below, providing each attachment name)

- Attachment C** – Capital Fund Program 5 Year Action Plan
- Attachment D** – Capital Fund Performance and Evaluation Report – **FY 2006**
- Attachment E** – Capital Fund Performance and Evaluation Report – **FY 2005**
- Attachment F** – Capital Fund Performance and Evaluation Report – **FY 2004**
- Attachment G** – Community Service Requirements
- Attachment H** – Pet Policy Statement
- Attachment I** – Progress on Goals
- Attachment J** – Resident Member of the Governing Board
- Attachment K** – Resident Advisory Board
- Attachment L** – Assessment of Site-based Waiting Lists
- Attachment M** – Violence Against Women Act (VAWA) Report
- Attachment N** – Section 8 Homeownership Capacity Statement

## Supporting Documents Available for Review

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

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

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	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	
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	6,350	4	2	1	1	1	2
Income >30% but <=50% of AMI	5,441	3	1	1	1	1	2
Income >50% but <80% of AMI	6,051	1	1	1	1	1	2
Elderly	8,349	2	2	1	2	1	3
Families with Disabilities	2,734	2	2	1	3	2	3
White	8,364	2	1	1	1	1	2
Black	199	2	1	1	1	1	2
Hispanic	245	2	1	1	1	1	2
Other	107	2	1	1	1	1	2

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

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

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	608		273
Extremely low income <=30% AMI	439	72%	
Very low income (>30% but <=50% AMI)	124	20%	
Low income (>50% but <80% AMI)	45	7%	
Families with children	283	47%	
Elderly families	84	14%	
Families with Disabilities	45	7%	
White	542	89%	
Black	62	10%	
Hispanic	119	20%	
Other	4	<1%	
Characteristics by Bedroom Size (Public Housing Only)			
0BR/1BR	298	49%	157
2 BR	229	38%	49
3 BR	54	9%	55
4 BR	25	4%	12
5 BR	0	0	0
5+ BR	0	0	0

<b>Housing Needs of Families on the Waiting List</b>	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
If yes:	
How long has it been closed (# of months)?	
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes	
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes	

<b>Housing Needs of Families on the Waiting List</b>			
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 (Move-Outs)
Waiting list total	485		235
Extremely low income <=30% AMI	324	67%	
Very low income (>30% but <=50% AMI)	161	33%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	331	68%	
Elderly families	22	5%	
Families with Disabilities	57	12%	
White	407	82%	
American Indian	7	1%	
Asian American	0	0%	
Black	71	15%	
Hispanic	69	14%	
Non-Hispanic	416	86%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			

Housing Needs of Families on the Waiting List			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 7 months			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

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

#### (1) Strategies

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

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

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

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

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

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

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

Select if applicable

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

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

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community

- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

## 2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2007 grants)</b>		
a) Public Housing Operating Fund	2,517,860	
b) Public Housing Capital Fund	1,700,000	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	2,932,212	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>	2,321,780	Public Housing Operations
<b>4. Other income (list below)</b>		
Interest Income	43,622	Public Housing Operations
Other Income	51,620	Public Housing Operations
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	<b>9,567,094</b>	

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

[24 CFR Part 903.7 9 (c)]

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

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

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

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

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

##### **When families are nearing the top of the waiting list**

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

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

Credit check and non-relative reference if rental history is not available.

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

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

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

##### **(2)Waiting List Organization**

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

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

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

- PHA main administrative office

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

**Through the mail**

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

1. How many site-based waiting lists will the PHA operate in the coming year? **19**

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?

**All developments the family is eligible for.**

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

**(3) Assignment**

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

- One
- Two
- Three or More

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

Former Federal preferences:

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

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs that have graduated within the last 12 months
- Victims of reprisals or hate crimes

- Other preference(s) (list below)  
**Immediate family of Active Duty Military Person**

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

#### 1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- 2 Working families and those unable to work because of age or disability  
 2 Veterans and veterans’ families  
 1 Residents who live and/or work in the jurisdiction  
 2 Those enrolled currently in educational, training, or upward mobility programs  
 Households that contribute to meeting income goals (broad range of incomes)  
 Households that contribute to meeting income requirements (targeting)  
 2 Those previously enrolled in educational, training, or upward mobility programs within the last 12 month period.  
 Victims of reprisals or hate crimes  
 Other preference(s) (list below)  
(2) **Immediate family of Active Duty Military Person**

4. Relationship of preferences to income targeting requirements:

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

#### **(5) Occupancy**

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

- The PHA-resident lease  
 The PHA’s Admissions and (Continued) Occupancy policy  
 PHA briefing seminars or written materials

Other source (list)

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

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

**(6) Deconcentration and Income Mixing .**

**(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, the Housing Authority of the City of Alma has deleted the former questions and inserted the current questions from the HUD website)**

- 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:

<b>Deconcentration Policy for Covered Developments</b>			
<b>Development Name:</b>	<b>Number of Units</b>	<b>Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]</b>	<b>Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]</b>
PA 38-3	28 Occupied	See Below	See Below
PA 38-6	52 Occupied	See Below	See Below
PA 38-24	5 Occupied	See Below	See Below

## Documentation

The Housing Authority has fifteen (15) general occupancy developments covered by the Deconcentration Rule. The Authority performed a review of all covered developments to determine if there are any that would be subject to deconcentration activities.

The Deconcentration analysis was conducted on January 23, 2007. The current Median Family Income for the Scranton/Wilkes-Barre SMSA is \$53,600. Thirty (30) percent of the Median Family Income is \$16,080.

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

PA 038-3      PA 038-6      PA 038-24

However, HUD regulations provide 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 three of these developments are below 30% AMI.

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. For reasons of PA 38-24 development's size (*small – Has less than 10 units*), and configuration (*scattered site*), this development is exempt.

All other covered developments are within the acceptable EIR and are below 30% of the Median Income for the Scranton/Wilkes Barre SMSA. 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)

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)

### **Previous landlords that the Housing Authority is aware of**

#### **(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)

The Housing Authority intends to amend the Section 8 Administrative Plan if and when HUD approves the RFP process submitted by the Housing Authority for project basing a portion the tenant based program. The amended Section 8 Administrative Plan will include a separate waiting list for all project base units.

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:

**As a reasonable accommodation or under extenuating circumstances**

**(4) Admissions Preferences**

- a. Income targeting

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

- b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

**1** Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2** 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
- 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)

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

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

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

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

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

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

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

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

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

- Through published notices
- Other (list below)

**4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

**A. Public Housing**

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

**(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the 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)

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

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

**Any time there is a change in family composition, decrease in income expected to last at least 60 days, or an increase in allowances or deductions.**

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)

**The Housing Authority had a market study done by a certified appraiser.**

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

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

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

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

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

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

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

Other (list below)

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

Annually

Other (list below)

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

Success rates of assisted families

Rent burdens of assisted families

Other (list below)

## **(2) Minimum Rent**

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

\$0

\$1-\$25

\$26-\$50

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

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

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

The Authority's C.E.O. is the Executive Director who is answerable to the five-member Board of Commissioners. Under the Executive Director's guidance and supervision, the Authority's management team consists of a Comptroller, Section 8 Coordinator, Tenant Selection Supervisor, Maintenance Supervisor, Information Technology Generalist, Office Manager, and ten Project Managers.

### **B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	1,136	273
Section 8 Vouchers	790	172
Section 8 Certificates		
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs(list individually)		

### **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 and Continued Occupancy Policy  
Check Signing Authorization Policy  
Procurement Policy  
Criminal Records Management Policy  
Pest Control Policy  
Grievance Policy  
Community Space Use Policy

(2) Section 8 Management: (list below)

Section 8 Administrative Plan  
Criminal Records Management Policy

## **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**

-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 (**Attachment C**)

-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:

**During the Plan year, the Housing Authority will be exploring the possibility of constructing 4 accessible units. A possible source of construction funding is the proceeds from the sale of PA 38-20, University Drive.**

## **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.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name: <b>Jessup Housing Development</b>
1b. Development (project) number: <b>PA-038-009</b>
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input 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 planned for submission: <b>Planned for May 2007.</b>
5. Number of units affected: <b>76</b>

<p>6. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input checked="" type="checkbox"/> Total development</p>
<p>7. Timeline for activity:</p> <p>a. Actual or projected start date of activity: <b>dependent upon application submission/approval date</b></p> <p>b. Projected end date of activity: <b>dependent upon application submission/approval date</b></p>

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>	
1a. Development name: <b>Dunmore High Rise</b>	
1b. Development (project) number: <b>PA-038-022</b>	
2. Designation type:	
Occupancy by only the elderly <input checked="" type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one)	
Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date this designation planned for submission:	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?	
6. Number of units affected: <b>50</b>	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total development	

<b>Designation of Public Housing Activity Description</b>	
1a. Development name: <b>Blakely Housing</b>	
1b. Development (project) number: <b>PA-038-013</b>	
2. Designation type:	
Occupancy by only the elderly <input checked="" type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one)	
Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date this designation planned for submission:	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	
7. Number of units affected: <b>61</b>	
7. Coverage of action (select one)	
<input checked="" type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	

<b>Designation of Public Housing Activity Description</b>	
1a. Development name: <b>Olyphant Elderly Housing</b>	
1b. Development (project) number: <b>PA-038-007</b>	
2. Designation type:	Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation planned for submission:	
5. If approved, will this designation constitute a (select one)	<input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
8. Number of units affected: <b>60</b>	
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>	
1a. Development name: <b>Dickson City Housing, Veterans Drive</b>	
1b. Development (project) number: <b>PA-038-010</b>	
2. Designation type:	Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation planned for submission:	
5. If approved, will this designation constitute a (select one)	<input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
9. Number of units affected: <b>50</b>	
7. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	<b>South Abington Township Housing</b>
1b. Development (project) number:	<b>PA-038-014</b>
2. Designation type:	Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation planned for submission:	
5. If approved, will this designation constitute a (select one)	<input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
10. Number of units affected:	<b>60</b>
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	<b>Dickson City Housing, Grier Street</b>
1b. Development (project) number:	<b>PA-038-016</b>
2. Designation type:	Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation planned for submission:	
5. If approved, will this designation constitute a (select one)	<input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
11. Number of units affected:	<b>31</b>
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

**The Housing Authority will be applying for a biennial renewal of these six (6) Designated Housing Plans in July/August, 2007.**

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

[24 CFR Part 903.7 9 (j)]

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

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

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

#### 2. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>
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: \_\_\_\_\_ )

Units addressed in a pending or approved HOPE VI Revitalization Plan  
(date submitted or approved: \_\_\_\_\_ )

Requirements no longer applicable: vacancy rates are less than 10 percent

Requirements no longer applicable: site now has less than 300 units

Other: (describe below)

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

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

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

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description

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

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

## B. Section 8 Tenant Based Assistance

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

### 2. Program Description:

The Housing Authority in conjunction with other County agencies will provide financial assistance, such as a portion of the down payment and closing costs, as well as housing counseling. The funding source for these activities will be a set-aside from real estate transfer taxes as adopted by Lackawanna County in accordance with Commonwealth of Pennsylvania law.

#### a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

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

[24 CFR Part 903.7 9 (1)]

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 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? **31/07/03**

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. )

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

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

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2007 Estimate)	Actual Number of Participants (As of: 02/15/06)
Public Housing	0	0
Section 8	25	21

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

If no, list steps the PHA will take below:

The Housing Authority has an FSS/Resident Initiatives Coordinator to promote and administer this program.

**C. Welfare Benefit Reductions**

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

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

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

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

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

PA38-18 Olyphant Housing

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

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

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

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

PA38-18 Olyphant Housing

**C. Coordination between PHA and the police**

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

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

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

Authority-Wide

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

**(No longer applicable due to the elimination of the Drug Elimination Program)**

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

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2001 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment.

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

[24 CFR Part 903.7 9 (n)]

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

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

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

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

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

#### **Commonwealth of Pennsylvania, Department of Community and Economic Development**

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

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

**1. The maintenance of the housing stock is consistent with the Consolidated Plan's priority of maintaining quality, affordable housing.**

**2. The institution of flat rents is consistent with the CP's goal of housing working families and providing more sufficient rental income to the Housing Authority.**

3. **The Housing Authority will rehabilitate the existing public housing stock in a manner that is sensitive to the need for accessibility to and visitability by persons with disabilities.**
4. **The Housing Authority will continue to serve extremely low-income families in both the public housing and Section 8 programs; this population has been identified in the Consolidated Plan as having a high percentage of housing problems.**
5. **The Housing Authority has an admission preference for victims of domestic violence in the public housing program and has proposed this preference for fiscal year 7/1/2007 in the Section 8 program. A preference for homeless applicants is proposed for fiscal year 7/1/2007 in the public housing program.**

Other: (list below)

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

**The Consolidated Plan supports our efforts in housing extremely low-income families, while giving preference to homeless applicants, victims of domestic violence, working families, and those in job training or educational programs. The plan also supports our efforts in providing homeownership in our community through the Section 8 Homeownership Program.**

## **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 Lackawanna has adopted a definition of substantial deviation and significant amendment or modification:**

### **Definition of Substantial Deviation or Significant Amendment**

**Substantial Deviation or Significant Amendments or Modifications are defined as discretionary changes in the plans or policies of the Housing Authority that fundamentally change the mission, goals, objectives, or plans of the agency which requires 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 Lackawanna**

#### **Annual Plan**

**Fiscal Year 07/01/2007 – 06/30/2008**

#### **Deconcentration Policy**

The following is an extract from the Housing Authority's Admission & Continued Occupancy Policy:

##### **9.5 DECONCENTRATION POLICY**

It is the Agency'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 lists to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The Agency 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. Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments and the income levels of the families on the waiting lists. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement.

##### **9.6 DECONCENTRATION INCENTIVES**

The Agency 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.

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

PHA Name: <b>Housing Authority of the County of Lackawanna</b>	Grant Type and Number Capital Fund Program Grant No: <b>PA26PO3850107</b> Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2007</b>
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Original Annual Statement     
  Reserve for Disasters/Emergencies     
  Revised Annual Statement (revision no. )  
 Performance and Evaluation Report for Program Year Ending     
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	185,000.00	-	-	-
3	1408 Management Improvements	67,500.00	-	-	-
4	1410 Administration	160,000.00	-	-	-
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	125,000.00	-	-	-
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	383,000.00	-	-	-
10	1460 Dwelling Structures	140,000.00	-	-	-
11	1465.1 Dwelling Equipment - Nonexpendable	51,000.00	-	-	-
12	1470 Nondwelling Structures	-	-	-	-
13	1475 Nondwelling Equipment	25,000.00	-	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	430,000.00	-	-	-
20	1502 Contingency	36,104.00	-	-	-
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 1,602,604.00	\$ -	\$ -	\$ -
22	Amount of line 21 Related to LBP Activities	-	-	-	-
23	Amount of line 21 Related to Section 504 Compliance	30,000.00	-	-	-
24	Amount of line 21 Related to Security - Soft Costs	60,000.00	-	-	-
25	Amount of line 21 Related to Security - Hard Costs	-	-	-	-
26	Amount of line 21 Related to Energy Conversation Measures	68,000.00	-	-	-

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

PHA Name: <b>Housing Authority of the County of</b>		Grant Type and Number Replacement Housing Factor Grant I <b>PA38PO2650107</b>			Federal FY of Grant: <b>2007</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>HA-WIDE</b>	<b>Operations</b>	<b>1406.00</b>		<b>185,000.00</b>				
<b>HA- WIDE</b>	<b>MGMT. IMPROVEMENTS</b>							
	Computer Software	1408.00		10,000.00				
	Automated Rent Collection	1408.00		25,000.00				
	Resident Activities	1408.00		7,500.00				
	Drug and Crime Prevention	1408.00		25,000.00				
<b>HA-WIDE</b>	<b>PROGRAM ADMINISTRATION</b>	<b>1410.00</b>	<b>NA</b>	<b>160,000.00</b>				
<b>HA-WIDE</b>	<b>DESIGN FEES</b>	<b>1430.00</b>	<b>NA</b>	<b>125,000.00</b>				
<b>HA-WIDE</b>	<b>CONTINGENCY</b>	<b>1502.00</b>	<b>NA</b>	<b>36,104.00</b>				
<b>HA-WIDE</b>	<b>CFP Subsidized Bond</b>	<b>1501.00</b>	<b>NA</b>	<b>430,000.00</b>				
<b>HA-Wide</b>	<b>PHYSICAL IMPROVEMENTS</b>							
	Appliance Replacement	1465.10	126	50,000.00				
	Trim Trees/Landscape	1450.00	LS	10,000.00				
	ADA/504Accommodations	1460.00	LS	45,000.00				
	On Demand Modernization	1460.00	LS	50,000.00				
	Termite Remediation	1460.00	LS	15,000.00				
	Environmental Hazard Abatement	1460.00	LS	30,000.00				
	Upgrade Key System	1465.10	LS	1,000.00				
<b>HA-Wide</b>	<b>OTHER</b>							
	Ongoing Replacement of Maint. Equ	1475.00	LS	15,000.00				
	Computer Hardware Upgrade	1475.00	LS	10,000.00				





**Actual Comprehensive Grant  
Cost Certificate**  
Comprehensive Grant Program (CGP)

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

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

PHA/IHA Name  <b>Housing Authority of the County of Lackawanna</b>	Comprehensive Grant Number <b>PA26PO3850107</b>
	FFY of Grant Approval <b>2007</b>

The PHA/IHA hereby certifies to the Department of Housing and Urban Development as follows:

1. That the total amount of Modernization Cost (herein called the "Actual Modernization Cost") of the Comprehensive Grant, is as shown below:

A. Original Funds Approved	<b>\$ 1,602,604.00</b>
B. Revised Funds Approved	-
C. Funds Advanced	
D. Funds Expended (Actual Modernization Cost)	-
E. Amount to be Recaptured (A-D)	<b>1,602,604.00</b>
F. Excess of Funds Advanced (C-D)	<b>\$ -</b>

2. That all modernization work in connection with the Comprehensive Grant has been completed;  
 3. That the entire Actual Modernization Cost or liabilities therefor incurred by the PHA/IHA have been fully paid;  
 4. That there are no undischarged mechanics', laborers', contractors', or material-men's liens against such modernization work on public office where the same should be filed in order to be valid against such modernization work; and  
 5. That the time in which such liens could be filed has expired.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729)

Signature  <b>X</b>	Date  <b>04/16/2007</b>
---------------------------	-------------------------------

**For HUD Use Only**

The Cost Certificate is approved for audit.

Approved for Audit (Director, Public Housing Division)  <b>X</b>	Date
--	------

The audited costs agree with the costs shown above.

Verified (Director, Public Housing Division)  <b>X</b>	Date
--	------

Approved (Field Office Manager)  <b>X</b>	Date
---	------

**Actual Modernization  
Cost Certificate**

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

OMB Approval No. 2577-0044 (exp. 12/31/99)  
OMB Approval No. 2577-0157 (exp. 12/31/99)

**Comprehensive Improvement Assistance Program (CIAP)  
Comprehensive Grant Program (CGP)**

Public reporting burden for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Paperwork Reduction Project (2577-0044 and 0157), Office of Information Technology, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

**Do not send this form to the above address.**

This collection of information requires that each Housing Authority (HA) submit information to enable HUD to initiate the fiscal closeout process. The information will be used by HUD to determine whether the modernization grant is ready to be audited and closed out. The information is essential for audit verification and fiscal close out. Responses to the collection are required by regulation. The information requested does not lend itself to confidentiality.

HA Name: <b>Housing Authority of the County of Lackawanna</b>	Modernization Project Number: <b>PA26PO3850107</b>
--	---

The HA hereby certifies to the Department of Housing and Urban Development as follows:

1. That the total amount of Modernization Cost (herein called the "Actual Modernization Cost") of the Modernization Grant, is as shown below:

A. Original Funds Approved	\$	-
B. Funds Disbursed	\$	-
C. Funds Expended (Actual Modernization Cost)	\$	-
D. Amount to be Recaptured (A - C)	\$	-
E. Excess of Funds Disbursed (B - C)	\$	-

2. That all modernization work in connection with the Modernization Grant has been completed;

3. That the entire Actual Modernization Cost or liabilities therefore incurred by the HA have been fully paid;

4. That there are no undischarged mechanics', laborers', contractors', or material-men's liens against such modernization work on file in any public office where the same should be filed in order to be valid against such modernization work; and

5. That the time in which such liens could be filed has expired.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Signature of Executive Director & Date:

X

**4/16/2007**

**For HUD Use Only**

**The Cost Certificate is approved for audit:**

Approved for Audit (Director, Office of Public Housing / ONAP Administrator)

Date:

X

**The audited costs agree with the costs shown above:**

Verified: (Designated HUD Official)

Date:

X

Approved: (Director, Office of Public Housing / ONAP Administrator)

Date:

X

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Input Range						
Acct	Original	Revised	Obligated	Expended	Acct	Original
0	0.00	0.00	0.00	0.00	1406	185,000.00
1406	185,000.00	0.00	0.00	0.00	0.00 ACCT	
0	0.00	0.00	0.00	0.00	1408	67,500.00
0	0.00	0.00	0.00	0.00	0.00 ACCT	
1408	10,000.00	0.00	0.00	0.00	1410	160,000.00
1408	25,000.00	0.00	0.00	0.00	0.00 ACCT	
1408	7,500.00	0.00	0.00	0.00	1411	0.00
1408	25,000.00	0.00	0.00	0.00	0.00 ACCT	
0	0.00	0.00	0.00	0.00	1415	0.00
1410	160,000.00	0.00	0.00	0.00	0.00 ACCT	
0	0.00	0.00	0.00	0.00	1430	125,000.00
1430	125,000.00	0.00	0.00	0.00	0.00 ACCT	
0	0.00	0.00	0.00	0.00	1440	0.00
1502	36,104.00	0.00	0.00	0.00	0.00 ACCT	
0	0.00	0.00	0.00	0.00	1450	383,000.00
0	0.00	0.00	0.00	0.00	0.00 ACCT	
1501	430,000.00	0.00	0.00	0.00	1460	140,000.00
0	0.00	0.00	0.00	0.00	0.00 ACCT	
0	0.00	0.00	0.00	0.00	1465	51,000.00
1465	50,000.00	0.00	0.00	0.00	0.00 ACCT	
1450	10,000.00	0.00	0.00	0.00	1470	0.00
1460	45,000.00	0.00	0.00	0.00	0.00 ACCT	
1460	50,000.00	0.00	0.00	0.00	1475	25,000.00
1460	15,000.00	0.00	0.00	0.00	0.00 ACCT	
1475	15,000.00	0.00	0.00	0.00	1485	0.00
1475	10,000.00	0.00	0.00	0.00	0.00 ACCT	
1460	30,000.00	0.00	0.00	0.00	1490	0.00
1465	1,000.00	0.00	0.00	0.00	0.00 ACCT	
0	0.00	0.00	0.00	0.00	1492	0.00
0	0.00	0.00	0.00	0.00	0.00 ACCT	
0	0.00	0.00	0.00	0.00	1495	0.00
0	0.00	0.00	0.00	0.00	0.00 ACCT	
0	0.00	0.00	0.00	0.00	1499	0.00
0	0.00	0.00	0.00	0.00	0.00 ACCT	
#VALUE!	0.00	0.00	Federal FY 0	0.00	1501	430,000.00
#VALUE!	PA38PO265(	0.00	2007	0.00	0.00 ACCT	



































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**Attachment C**

<b>Capital Fund Program Five-Year Action Plan</b>					
<b>Part I: Summary</b>					
PHA Name Lackawanna Housing				<b>X 5-Year Plan</b> <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1 2007	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
HA - Wide Debt Service	Annual Statement	430,000	430,000	430,000	430,000
HA Wide		755,500	755,500	701,500	701,500
PA38-01, Taylor		668,700	792,800		
PA38-02, Dunmore		1,089,250			
PA38-03, Moosic		207,000			
PA38-04, Olyphant, Kimberly				734,500	
PA38-05, Fell Twp.				85,500	
PA38-06, Archbald					1,331,500
PA38-07, Olyphant, Grant			877,000		
PA38-08, Old Forge		4,082,000			
PA38-09, Jessup			4,680,000		
PA38-10, Dickson City			1,261,500		
PA38-12, Taylor, Kennedy			3,485,000		
PA38-13, Blakely					1,149,000
PA38-14, Cole Village			55,000		
PA38-15, Jermyn				531,600	
PA38-16, Dickson City, Grier			538,000		
PA38-17, Throop		1,400,250			
PA38-18, Olyphant, Walsh		1,459,500			
PA38-22, Dunmore High Rise		377,200			
PA38-24, Archbald, Main St.					177,000
				27,000	
CFP Funds Listed for 5-year planning		10,469,400	12,874,800	2,510,100	3,789,000
Replacement Housing Factor Funds					

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages—Work Activities**

Activities for Year 1	Activities for Year 2008 FFY Grant: 2008 PHA FY: 2008			Activities for Year: 2009 FFY Grant: 2009 PHA FY: 2009		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<b>See</b>						
<b>Annual</b>	AMP 2-Wide	Management Improvements:		AMP 3- Wide	Management Improvements:	
<b>Statement</b>		1. Computer Software& Training	10,000		1. Computer Hardware	10,000
		2. Drug & Crime Prevention	60,000		2. Drug & Crime Prevention	60,000
		3. Automated Rent collections	25,000		3. Automated Rent Collections	25,000
		4. Resident Activities	20,000		4. Resident Activities	20,000
		5. Computer Hardware	10,000		5. Computer Hardware	10,000
		Operations	150,000		Operations	150,000
		Program Administration	200,000		Program Administration	200,000
		Design Fees	125,000		Design Fees	125,000
		Contingencies	72,000		Contingencies	37,000
		Upgrade Key System	500.		Upgrade Key System	500
	<b>AMP 2</b>			<b>AMP 3</b>		
		Subsidized Bond Debt Service (Annual Payment)	430,000	Debt Service	Subsidized Bond Debt Service (Annual Payment)	430,000
	AMP 2 Wide	Physical Improvements:		AMP 3 Wide	Physical Improvements:	
		a. Appliance Replacement	12,000		a. Appliance Replacement	12,000
		b. Trim Trees/ Landscape	10,000		b. Trim Trees/ Landscape	10,000
		c. ADA/504 Accommodations	10,000		c. ADA 504 Accommodations	10,000
		d. On-demand Modernization	20,000		d. On Demand Modernization	20,000
		e. Termite Remediation	15,000		e. Termite Remediation	15,000
		f. Ongoing Replacement of Maintenance Equipment	15,000		f. Ongoing Replacement of Maintenance Equipment	15,000
		e. Upgrade Key Sys.	1,000		e. Upgrade Key Sys.	1,000

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages—Work Activities**

Activities for Year : 2008 – (Continued) FFY Grant: 2008 PHA FY: 2008			Activities for Year: 2009– (Continued) FFY Grant: 2009 PHA FY: 2009		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<b>PA38-02 Dunmore</b>	Admin, Upgrade Ext. Door	\$3,000	<b>PA38-09 Jessup</b>		
	Landscp, Bit Pave	2,000			
	Upgrade Heat/Cool	5,000		Upgrade Electric	360,000
	Upgrade Windows	285,000		Upgrade Bathrooms	375,000
	Upgrade Heating	550,000		Upgrade Kitchens	263,000
	Upgrade Sidewalks – ADA	10,000		Upgrade Siding & Windows	800,000
	Improve Drainage	3,000		Upgrade Roofs	1,030,000
	Upgrade Exterior Lighting	50,000		Entry Porch Roofs	225,000
	Upgrade/Test Utilities	50,000		Upgrade Walks -ADA	800,000
	Upgrade Bituminous Parking	14,000		Upgrade/Test Utilities	200,000
	Install Carbon Monoxide Detect.	5,250		Upgrade Bituminous Parking	180,000
	Upgrade Appliances	60,000		Upgrade Heating	342,000
	Gasoline Storage Facility	1,000		Upgrade Fencing	5,000
	Maintenance Equip Storage	15,000		Upgrade interior Finishes/Doors	100,000
	Upgrade Site Fencing	5,000			
	Demo Units 46 thru 54.	20,000			
	Maint, Upgrade Bit. Pave/ Drain.	3,000			
	Maint, Equip Storage Area,	4,000			
	Maint. Upgrade Heat/Cool	4,000	<b>PA38-7 Olyphant, Grant</b>		
				Upgrade Electrical	40,000
				Upgrade Bathrooms	240,000
<b>PA38-22 Dunmore HR</b>				Upgrade Siding / Windows	290,000
	Upgrade Caulking	5,000		Upgrade Heating	60,000
	Upgrade Bathrooms	100,000		Upgrade/Test Utilities	10,000
	Upgrade Kitchens	150,000		Gasoline Storage Facility	1,000
	Upgrade Floor Finishes	75,000		Upgrade Bituminous Pave	20,000
	Upgrade Walks & Bitum. Pave	15,000		Upgrade Appliances	36,000
	Install Carbon Monoxide Detec.	200		Upgrade Roofs	100,000
	Upgrade appliances	30,000		Upgrade Site Drainage	50,000
	Upgrade/Test Utilities	2,000		Upgrade Int. Doors	30,000

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages—Work Activities**

Activities for Year : 2008– (Continued) FFY Grant: 2008 PHA FY: 2008			Activities for Year: 2009– (Continued) FFY Grant: 2009 PHA FY: 2009		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
			<b>PA38-10 Veterans Dr.</b>		
<b>PA38-17 Throop</b>				Exterior Site Lighting	165,000
	Upgrade Electric Distribution	100,000		Upgrade Electric	200,000
	Upgrade Bathrooms	150,000		Upgrade Bathrooms	310,500
	Upgrade Kitchens	150,000		Upgrade Kitchens	276,000
	Upgrade Heating Sys.	200,000		Upgrade Appliances	41,000
	Upgrade/ Test Utilities	175,000		Upgrade Siding/ Windows	135,000
	Upgrade Windows	118,750		Upgrade Heating	25,000
	Upgrade Walks / Steps – ADA	50,000		Upgrade/Test Utilities	20,000
	Upgrade Drainage	5,000		Roofs at Entries	50,000
	Upgrade Exterior Lighting	20,000		Gasoline Storage Facility	1,000
	Upgrade Bitum. Pave Parking	10,000		Upgrade Site Fence	3,000
	Upgrade Siding / Porch Roofs	267,000		Upgrade interior Doors	30,000
	Upgrade Int. Finish / Doors	150,000		Trim Trees	5,000
	Upgrade Comm. Bldg.Heat/Cool	4,500			
			<b>PA38-16 Grier St.</b>		
<b>PA38-01, Roosevelt</b>	Upgrade Electric Distribution	24,000		Upgrade Electric	75,000
	Upgrade Bathrooms	120,000		Upgrade Bathrooms	110,000
	Upgrade Kitchens	144,000		Upgrade Kitchens	124,000
	Upgrade Utilities	24,000		Upgrade Siding / Windows	115,000
	Upgrade Bituminous Pave	15,000		Upgrade Heating	65,000
	Upgrade Heating Systems	72,000		Upgrade/Test Utilities	15,000
	Upgrade Appliances	7,200		Upgrade Walks – ADA	10,000
	Upgrade Roofs	144,000		Upgrade Bituminous Parking	16,000
	Upgrade Siding – Addresses	96,000		Gasoline Storage Facility	1,000
	Upgrade Interior Doors	22,500		Trim Trees	2,000
				Upgrade Site Drainage	5,000

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages—Work Activities**

Activities for Year 1	Activities for Year : 2008– (Continued) FFY Grant: 2008 PHA FY: 2008			Activities for Year: 2009– (Continued) FFY Grant: 2009 PHA FY: 2009		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<b>See</b>						
<b>Annual Statement</b>	<b>PA38-18 Walsh Plaza</b>			<b>PA38-14 Cole Village</b>		
		Upgrade Electric Distribution	120,000		Upgrade/Test Utilities	8,000
		Upgrade Bathrooms	215,000		Upgrade Site Drainage	2,000
		Upgrade Kitchens	235,000		Upgrade Exterior Lighting	4,000
		Upgrade Windows	135,000		Gasoline Storage Facility	1,000
		Upgrade Heating Sys.	150,000		Upgrade Bituminous Parking	6,000
		Upgrade/Test Utilities	10,000		Add Parking	15,000
		Upgrade Walks	10,000		Address Numbers Upgrade	4,000
		Upgrade Drainage	8,500		Trim /Remove Trees	5,000
		Upgrade Exterior Lighting	11,000		Demo Pump House / Well	10,000
		Upgrade Appliances	30,000			
		Upgrade Siding / Address	200,000	<b>PA38-01, Little League</b>	Upgrade Electrical Distribution	36,000
		Gasoline Storage Facility	1,000		Upgrade Bathrooms	108,000
		Entry Roofs	270,000		Upgrade Kitchens	180,000
		Upgrade Site Fence	9,000		Upgrade Windows	108,000
		Upgrade Interior Doors	50,000		Upgrade Utilities	18,000
		Conc. Pads for Containers	5,000		Upgrade Walks/ Ramps, ADA	150,000
					Upgrade Ext. Lighting	50,000
	<b>Moosic, PA38-03</b>	Upgrade Bathrooms	150,000		Upgrade Bituminous	16,000
		Upgrade Electrical	30,000		Upgrade Heating Units	108,000
		Upgrade Walks / ADA	8,000		Upgrade Appliances	10,800
		Upgrade Bituminous	5,000		Upgrade Address Numbers	1,000
		Upgrade Heating	4,000		Upgrade Gasoline Storage	1,000
		Upgrade Address Numbers	3,000		Trim Trees/ Landscape	5,000
		Upgrade Utilities	6,000		Upgrade Siding	10,000
		Upgrade Gasoline Storage	1,000		Upgrade Interior Doors	36,000
					Comm. Bldg. Ramp, ADA	5,000



**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages—Work Activities**

Activities for Year : 2010 FFY Grant: 2010 PHA FY: 2010			Activities for Year: 2011 FFY Grant: 2011 PHA FY: 2011		
<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
AMP 4 Wide	Management Improvements:		AMP 4 Wide	Management Improvements:	
	1. Computer Software	10,000		1. Computer Software	10,000
	2. Drug & Crime Prevention	60,000		2. Drug & Crime Prevention	60,000
	3. Automated Rent Collections	25,000		3. Automated Rent Collections	25,000
	4. Resident Activities	20,000		4. Resident Activities	20,000
AMP4 Wide	Operations	150,000	AMP 4 Wide	Operations	150,000
“	Program Administration	200,000	“	Program Administration	200,000
“	Design Fees	100,000	“	Design Fees	100,000
“	Contingencies	72,000	“	Contingencies	72,000
“	Upgrade Key System	500	“	Upgrade Key System	500
“	Upgrade/Test Utilities	4,000	“	Upgrade/Test Utilities	4,000
	Physical Improvements:			Physical Improvements:	
	a. Appliance Replacement	5,000		a. Appliance Replacement	5,000
	b. Trim Trees/Landscape	5,000		b. Trim Trees/Landscape	5,000
	c. ADA/504	4,000		c. ADA/504	4,000
	d. On-Demand Mod.	10,000		d. On-Demand Mod.	10,000
	e. Termite/ Mold	20,000		e. Termite/ Mold	20,000
	f. Maint. Equip. Replace	15,000		f. Maint. Equip. Replace	15,000
	g. Upgrade Key Sys.	1,000		g. Upgrade Key Sys.	1,000
		\$701,500			\$701,500

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages—Work Activities**

Activities for Year :2010– (Continued) FFY Grant: 2010 PHA FY: 2010			Activities for Year:2011– (Continued) FFY Grant: 2011 PHA FY: 2011		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<b>AMP Group 4</b>			<b>AMP Group 4</b>		
HA Wide Debt Service	Subsidized Bond Debt Service (Annual Payment)	430,000	HA Wide Debt Service	Subsidized Bond Debt Service (Annual Payment)	430,000
<b>PA38-05, Fell Twp.</b>			<b>PA38-24, Archbald, 524&amp;554 Main St.</b>		
				Upgrade Electric	40,000
				Upgrade Bathrooms	32,000
				Upgrade Kitchens	28,000
	Upgrade Roofs	60,000		Upgrade Parking Lot	6,000
	Upgrade Walks – ADA	6,000		Upgrade Heating	20,000
	Upgrade Site Drainage	2,000		Upgrade Interior Doors	3,000
	Upgrade Exterior Lighting	3,000		Upgrade Appliances	6,000
	Address Numbers	2,000		Upgrade walks –ADA	6,000
	Gasoline Storage Cabinet	1,000		Upgrade Roofs	16,000
	Trim Trees	3,000		Upgrade Siding / Windows	20,000
	Mitigate Maint. Garage	8,500			
			<b>PA38-06, Archbald,</b>		
<b>PA38-15, Jermyn</b>				Upgrade Electric	125,000
	Upgrade Electric	140,000		Upgrade Bathrooms	280,000
	Upgrade Interior Doors	24,000		Upgrade Kitchens	200,000
	Upgrade Insulation	5,000		Upgrade Appliances	48,000
	Upgrade Caulking	3,000		Upgrade Heating	150,000
	Upgrade Community Room	5,000			
	Replace Comm. Fire Alarm Sys.	10,000		Upgrade Utilities	5,000
	Upgrade Bathrooms	23,000		Upgrade Siding	75,000
	Upgrade Kitchens	26,000		Re-Point Brick	8,000
	Upgrade Appliances	45,600		Gasoline Storage Cabinet	1,000
	Upgrade Heating	17,000		Upgrade Roofs	150,000

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages—Work Activities**

Activities for Year : 2010– (Continued) FFY Grant: 2010 PHA FY: 2010			Activities for Year: 2011– (Continued) FFY Grant: 2011 PHA FY: 2011		
<b>PA38-15, Jermyn</b>	Upgrade Walks – ADA	10,000	<b>PA38-06, Archbald,</b>	House Numbers	1,000
(Continued)	Upgrade Bituminous Parking	5,000	(Continued)	Upgrade Interior Doors	30,000
	Upgrade Utilities	57,000		Trim Trees	2,500
	Upgrade Exterior Lighting	6,000		Upgrade Bituminous Parking	3,000
	Upgrade Roofs	30,000		Upgrade Community Building Heating System / AC	3,000
	Upgrade Siding / House Numbers	5,000		Upgrade Sidewalks, Site Drain'g	250,000
	Roofs at Entries	120,000			
			<b>PA38-13, Blakely</b>		
				Upgrade Electric	100,000
<b>PA38-04, Olyphant</b>	Upgrade Electrical Systems	60,000		Upgrade Bathrooms	120,000
	Upgrade Bathrooms	120,000		Upgrade Kitchens	120,000
	Upgrade Kitchens	120,000		Upgrade Siding /Windows	150,000
	Upgrade Appliances	30,000		Upgrade Heating	100,000
	Upgrade Heating Systems	45,000		Upgrade Walks – ADA	5,000
	Upgrade / Test Utilities	5,000		Upgrade Bituminous Parking	3,000
	Upgrade Walks / ADA	15,000		Upgrade Utilities	5,000
	Upgrade Site Drainage	10,000		Upgrade Appliances	80,000
	Restore Green Areas	15,000		Upgrade Roofs	80,000
	Upgrade Bituminous Parking	5,000		Gasoline Storage Cabinet	1,000
	Upgrade Roofs	96,000		Maintenance Equip. Bldg.	15,000
	Upgrade Siding & Windows	170,000		Upgrade Utilities	5,000
	Upgrade Interiors	6,000		Entry Roofs	120,000
	Upgrade Interior Doors	13,500		Upgrade Heating	120,000
	Maintenance Equip. Bldg.	20,000		Upgrade Interior Doors	30,000
	Gasoline Storage Cabinet	1,000		Upgrd Heat/Cool @CommBldg	5,000
	Trim Trees	3,000		Upgrade HR Hallway Finishes	40,000
				Upgrade HR Ext. Comm. Area	15,000
<b>PA038009999P</b>				Upgrade HR Entrances	35,000
Administration Bldg.	Upgrade Heating/ Cooling	5,000			
	Landscaping/ Bitum Pave	2,000			
	Upgrade Entry Doors	3,000			
Maint Admin Bldg	Upgrade Bit Pave / Drainage	5,000			
	Upgrade Heat/ AC	4,000			
	Upgrade Doors	3,000			

Maint Warehouse	Upgrade Bituminous	1,000			
	Equipment Storage Area	4,000			
Total CFP Estimated Cost		\$ 2,450,100			\$ 3,729,000

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

PHA Name:  <b>Housing Authority of the County of Lackawanna</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: <span style="float: right;"><b>PA26P03850106</b></span> Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b>  <b>2006</b>
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Original Annual Statement     
  Reserve for Disasters/Emergencies     
  Revised Annual Statement (revision no. )

Performance and Evaluation Report for Program Year Ending **12/31/2006**     
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	185,000.00	185,000.00	185,000.00	185,000.00
3	1408 Management Improvements	130,000.00	107,000.00	107,000.00	999.00
4	1410 Administration	165,000.00	165,000.00	165,000.00	98,219.78
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	200,000.00	200,000.00	200,000.00	53,160.50
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	209,048.00	39,000.00	39,000.00	18,245.00
10	1460 Dwelling Structures	283,326.00	846,604.00	846,604.00	390,305.13
11	1465.1 Dwelling Equipment - Nonexpendable	50,000.00	50,000.00	50,000.00	4,308.00
12	1470 Nondwelling Structures	1,500.00	-	-	-
13	1475 Nondwelling Equipment	10,000.00	10,000.00	10,000.00	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	308,730.00	-	-	-
20	1502 Contingency	60,000.00	-	-	-
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 1,602,604.00	\$ 1,602,604.00	\$ 1,602,604.00	\$ 750,237.41
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 Compliance	30,000.00	67,000.00	67,000.00	18,988.06
24	Amount of line 21 Related to Security - Soft Costs	60,000.00	25,000.00	25,000.00	999.00
25	Amount of line 21 Related to Security - Hard Costs	-	-	-	-
26	Amount of line 21 Related to Energy Conversation Measures	62,600.00	190,000.00	190,000.00	39,681.05

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

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

PHA Name:		Grant Type and Number				Federal FY of Grant:		
<b>Housing Authority of the County of Lackawanna</b>		Capital Fund Program Grant No: <b>PA26P03850106</b> Replacement Housing Factor Grant				<b>2006</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-WIDE	Operations	1406.00	NA	185,000.00	185,000.00	185,000.00	185,000.00	
HA-WIDE	MGMT Improvements							
	Computer Software	1408.00	NA	10,000.00	12,000.00	12,000.00		
	Automated Rent Collection	1408.00	NA	25,000.00	35,000.00	35,000.00		
	Resident Activities	1408.00	NA	20,000.00				
	Drug and Crime Prevention	1408.00	NA	60,000.00	25,000.00	25,000.00	999.00	
	Computer Hardware Upgrade	1408.00	NA	15,000.00	35,000.00	35,000.00		
HA-WIDE	Program Administration	1410.00	NA	165,000.00	165,000.00	165,000.00	98,219.78	
HA-WIDE	Design Fees	1430.00	NA	200,000.00	200,000.00	200,000.00	53,160.50	
HA-WIDE	Contingency	1502.00	NA	60,000.00				
HA-WIDE	Bond Payments	1501.00		308,730.00				Trans to Other
HA-WIDE	Physical Improvements							
	Appliance Replacements	1465.10	126	50,000.00	50,000.00	50,000.00	4,308.00	
	Trim Trees & Landscaping	1450.00	LS	15,000.00	17,000.00	17,000.00	3,700.00	
	ADA/504 Accomidations	1460.00	LS	30,000.00	67,000.00	67,000.00	18,988.06	
	On Demand Modernization	1460.00	LS	20,000.00	67,604.00	67,604.00		
	Termite Remediation	1460.00	LS	15,000.00	25,000.00	25,000.00	21,970.27	
	Ongoing Replacement of Maint Equip	1475.00	LS	10,000.00	10,000.00	10,000.00		
	Develop 2 Family Accessible Home	1460.00	1	Bond Issue				
	Enviornmental Hazard Abatement	1460.00			75,000.00	75,000.00	3,000.00	

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

PHA Name:		Grant Type and Number			Federal FY of Grant:			
<b>Housing Authority of the County of Lackawanna</b>		Capital Fund Program Grant No: <b>PA26P03850106</b> Replacement Housing Factor Grant			<b>2006</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>PA38-03</b>								
<b>Moosic</b>	Upgrade Bathrooms	1460.00	30	100000				
	Upgrade Power / GFI	1460.00	30	12600				
	Roof Framing, Insulation, Attic Fan, Soffit & Facia	1460.00	30	25000				
	Upgrade Walks and Site	1450.00	30	60000				
	Gutters and Downspouts	1460.00	30	10000				
<b>PA38-04</b>								
<b>Olyphant</b>	Install Lighting in Utility Rooms	1470.00	15	1500				
	Upgrade Bathrooms	1460.00	30	70726				
	Upgrade Sidewalks	1450.00	30	75000				
	Landscaping/Fencing	1450.00	30	59048				
	Maintenance Equip Storage Bldg	1470.00	1	Bond Issue				
	Upgrade Siding	1460.00	30	Bond Issue				
	Upgrade Windows	1460.00	30	Bond Issue				
	Replace Floor Tiles	1460.00	30	Bond Issue				
	Upgrade Water Service	1460.00	30	Bond Issue				
	Upgrade Roofs	1460.00	30	Bond Issue				
	Upgrade Heating to HWBB	1460.00	30	Bond Issue				
	Upgrade Kitchens	1460.00	30	Bond Issue				
	Replace Valves	1450.00	30	Bond Issue				
<b>PA38-15</b>	Upgrade Electrical System	1460.00	52	Bond Issue				
<b>Jermyn</b>								
<b>PA38-09</b>								
<b>Jessup</b>	Repair Foundations & Sidewalks	1460.00			240,000.00	240,000.00	212,710.00	
	Upgrade Electrical System	1460.00	17 units		50,000.00	50,000.00	19,006.74	
	Porch Roof Repairs	1460.00	3650 SoFt		63,000.00	63,000.00		

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

PHA Name:		Grant Type and Number			Federal FY of Grant:			
<b>Housing Authority of the County of Lackawanna</b>		Capital Fund Program Grant No: <b>PA26P03850106</b> Replacement Housing Factor Grant			<b>2006</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Gutters and Downspouts	1460.00	2700 LF		64,000.00	64,000.00		
	Floor Finish	1460.00	9800 SF		30,000.00	30,000.00		
	Interior & Closet Doors	1460.00	77 doors		28,000.00	28,000.00		
PA38-17								
Throop	Water Line Replacement	1460.00			20,000.00	20,000.00	11,006.31	
PA38-08								
Old Forge	Water line Emergency	1460.00			7,000.00	7,000.00	5,360.00	
PA38-06								
Archbald	Concrete Slabs	1450.00			15,000.00	15,000.00	10,670.00	
PA38-18								
Walsh Plaza	Paving	1450.00			7,000.00	7,000.00	3,875.00	
PA38-01								
Taylor Little Lea	Roofing	1460.00			110,000.00	110,000.00	98,263.75	From CFP 05



**Actual Comprehensive Grant  
Cost Certificate**  
Comprehensive Grant Program (CGP)

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

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

PHA/IHA Name  <b>Housing Authority of the County of Lackawanna</b>	Comprehensive Grant Number <b>PA26P03850106</b>
	FFY of Grant Approval <b>2006</b>

The PHA/IHA hereby certifies to the Department of Housing and Urban Development as follows:

1. That the total amount of Modernization Cost (herein called the "Actual Modernization Cost") of the Comprehensive Grant, is as shown below:

A. Original Funds Approved	<b>\$ 1,602,604.00</b>
B. Revised Funds Approved	<b>1,602,604.00</b>
C. Funds Advanced	<b>1,591,027.00</b>
D. Funds Expended (Actual Modernization Cost)	<b>750,237.41</b>
E. Amount to be Recaptured (A-D)	<b>852,366.59</b>
F. Excess of Funds Advanced (C-D)	<b>\$ 840,789.59</b>

2. That all modernization work in connection with the Comprehensive Grant has been completed;
3. That the entire Actual Modernization Cost or liabilities therefor incurred by the PHA/IHA have been fully paid;
4. That there are no undischarged mechanics', laborers', contractors', or material-men's liens against such modernization work on public office where the same should be filed in order to be valid against such modernization work; and
5. That the time in which such liens could be filed has expired.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729)

Signature  <b>X</b>	Date  <b>04/16/2007</b>
---------------------------	-------------------------------

**For HUD Use Only**

The Cost Certificate is approved for audit.

Approved for Audit (Director, Public Housing Division)  <b>X</b>	Date
--	------

The audited costs agree with the costs shown above.

Verified (Director, Public Housing Division)  <b>X</b>	Date
--	------

Approved (Field Office Manager)  <b>X</b>	Date
---	------

**Actual Modernization  
Cost Certificate**

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

OMB Approval No. 2577-0044 (exp. 12/31/99)  
OMB Approval No. 2577-0157 (exp. 12/31/99)

**Comprehensive Improvement Assistance Program (CIAP)  
Comprehensive Grant Program (CGP)**

Public reporting burden for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Paperwork Reduction Project (2577-0044 and 0157), Office of Information Technology, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

**Do not send this form to the above address.**

This collection of information requires that each Housing Authority (HA) submit information to enable HUD to initiate the fiscal closeout process. The information will be used by HUD to determine whether the modernization grant is ready to be audited and closed out. The information is essential for audit verification and fiscal close out. Responses to the collection are required by regulation. The information requested does not lend itself to confidentiality.

HA Name: <b>Housing Authority of the County of Lackawanna</b>	Modernization Project Number: <b>PA26P03850106</b>
--	---

The HA hereby certifies to the Department of Housing and Urban Development as follows:

1. That the total amount of Modernization Cost (herein called the "Actual Modernization Cost") of the Modernization Grant, is as shown below:

A. Original Funds Approved	\$	<b>1,602,604.00</b>
B. Funds Disbursed	\$	<b>750,237.41</b>
C. Funds Expended (Actual Modernization Cost)	\$	<b>750,237.41</b>
D. Amount to be Recaptured (A - C)	\$	<b>852,366.59</b>
E. Excess of Funds Disbursed (B - C)	\$	<b>-</b>

2. That all modernization work in connection with the Modernization Grant has been completed;

3. That the entire Actual Modernization Cost or liabilities therefore incurred by the HA have been fully paid;

4. That there are no undischarged mechanics', laborers', contractors', or material-men's liens against such modernization work on file in any public office where the same should be filed in order to be valid against such modernization work; and

5. That the time in which such liens could be filed has expired.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Signature of Executive Director & Date:

X

**4/16/2007**

**For HUD Use Only**

**The Cost Certificate is approved for audit:**

Approved for Audit (Director, Office of Public Housing / ONAP Administrator)

Date:

X

**The audited costs agree with the costs shown above:**

Verified: (Designated HUD Official)

Date:

X

Approved: (Director, Office of Public Housing / ONAP Administrator)

Date:

X

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Input Range						
Acct	Original	Revised	Obligated	Expended	Acct	Original
0	0.00		0.00	0.00	1406	185,000.00
1406	185,000.00	185,000.00	185,000.00	185,000.00	ACCT	
0	0.00	0.00	0.00	0.00	1408	130,000.00
0	0.00	0.00	0.00	0.00	ACCT	
1408	10,000.00	12,000.00	12,000.00	0.00	1410	165,000.00
1408	25,000.00	35,000.00	35,000.00	0.00	ACCT	
1408	20,000.00	0.00	0.00	0.00	1411	0.00
1408	60,000.00	25,000.00	25,000.00	999.00	ACCT	
1408	15,000.00	35,000.00	35,000.00	0.00	1415	0.00
0	0.00	0.00	0.00	0.00	ACCT	
1410	165,000.00	165,000.00	165,000.00	98,219.78	1430	200,000.00
0	0.00	0.00	0.00	0.00	ACCT	
1430	200,000.00	200,000.00	200,000.00	53,160.50	1440	0.00
0	0.00	0.00	0.00	0.00	ACCT	
1502	60,000.00	0.00	0.00	0.00	1450	209,048.00
0	0.00	0.00	0.00	0.00	ACCT	
0	0.00	0.00	0.00	0.00	1460	283,326.00
1501	308,730.00	0.00	0.00	0.00	ACCT	
0	0.00	0.00	0.00	0.00	1465	50,000.00
0	0.00	0.00	0.00	0.00	ACCT	
1465	50,000.00	50,000.00	50,000.00	4,308.00	1470	1,500.00
1450	15,000.00	17,000.00	17,000.00	3,700.00	ACCT	
1460	30,000.00	67,000.00	67,000.00	18,988.06	1475	10,000.00
1460	20,000.00	67,604.00	67,604.00	0.00	ACCT	
1460	15,000.00	25,000.00	25,000.00	21,970.27	1485	0.00
1475	10,000.00	10,000.00	10,000.00	0.00	ACCT	
1460	Bond Issue	0.00	0.00	0.00	1490	0.00
1460	0.00	75,000.00	75,000.00	3,000.00	ACCT	
0	0.00	0.00	0.00	0.00	1492	0.00
0	0.00	0.00	0.00	0.00	ACCT	
0	0.00	0.00	0.00	0.00	1495	0.00
0	0.00	0.00	0.00	0.00	ACCT	
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#VALUE!		0.00	0.00	0.00	1502	60,000.00
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#VALUE!	Original	Revised	Funds	Funds		
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1460	100,000.00	0.00	0.00	0.00	0.00	
1460	12,600.00	0.00	0.00	0.00	0.00	
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1460	25,000.00	0.00	0.00	0.00	0.00	
1450	60,000.00	0.00	0.00	0.00	0.00	
1460	10,000.00	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	0.00	
1470	1,500.00	0.00	0.00	0.00	0.00	
1460	70,726.00	0.00	0.00	0.00	0.00	
1450	75,000.00	0.00	0.00	0.00	0.00	
1450	59,048.00	0.00	0.00	0.00	0.00	
1470	Bond Issue	0.00	0.00	0.00	0.00	
1460	Bond Issue	0.00	0.00	0.00	0.00	
1460	Bond Issue	0.00	0.00	0.00	0.00	
1460	Bond Issue	0.00	0.00	0.00	0.00	
1460	Bond Issue	0.00	0.00	0.00	0.00	
1460	Bond Issue	0.00	0.00	0.00	0.00	
1460	Bond Issue	0.00	0.00	0.00	0.00	
1460	Bond Issue	0.00	0.00	0.00	0.00	
1450	Bond Issue	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	0.00	
1460	Bond Issue	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	0.00	
1460	0.00	240,000.00	240,000.00	212,710.00		
1460	0.00	50,000.00	50,000.00	19,006.74		
1460	0.00	63,000.00	63,000.00	0.00		
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#VALUE!	Total Estim	0.00	Total Actual	0.00		
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Expended

185,000.00

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53,160.50

0.00

18,245.00

390,305.13

4,308.00

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

PHA Name: <b>Housing Authority of the County of Lackawanna</b>	Grant Type and Number Capital Fund Program Grant No: <b>PA26P038501-05</b> Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2005</b>
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Original Annual Statement     
 Reserve for Disasters/Emergencies     
 Revised Annual Statement (revision no. )

Performance and Evaluation Report for Program Year Ending **12/31/2006**     
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	150,000.00	150,000.00	150,000.00	150,000.00
3	1408 Management Improvements	115,000.00	65,122.80	65,122.80	65,122.80
4	1410 Administration	166,000.00	87,405.69	87,405.69	87,405.69
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	150,000.00	110,865.69	110,865.69	110,865.69
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	178,190.00	34,205.34	34,205.34	34,205.34
10	1460 Dwelling Structures	682,270.00	1,157,975.40	1,157,975.40	1,157,975.40
11	1465.1 Dwelling Equipment - Nonexpendable	100,000.00	31,222.00	31,222.00	31,222.00
12	1470 Nondwelling Structures	17,500.00	-	-	-
13	1475 Nondwelling Equipment	30,000.00	32,773.08	32,773.08	32,773.08
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	-	-	-	-
20	1502 Contingency	80,610.00	-	-	-
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 1,669,570.00	\$ 1,669,570.00	\$ 1,669,570.00	\$ 1,669,570.00
22	Amount of line 21 Related to LBP Activities	-	-	-	-
23	Amount of line 21 Related to Section 504 Compliance	15,000.00	189.75	189.75	189.75
24	Amount of line 21 Related to Security - Soft Costs	60,000.00	2,727.00	2,727.00	2,727.00
25	Amount of line 21 Related to Security - Hard Costs	-	-	-	-
26	Amount of line 21 Related to Energy Conversation Measures	384,810.00	733,832.26	733,832.26	733,832.26

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

PHA Name: <b>Housing Authority of the County of Lackawanna</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA26P038501-05</b> Replacement Housing Factor Grant No: <b>PA26P038501-05</b>			Federal FY of Grant: <b>2005</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-WIDE	Operations	1406.00		150,000.00	150,000.00	150,000.00	150,000.00	Completed
HA-WIDE	MGMT. IMPROVEMENTS							
	Computer Software	1408.00	NA	10,000.00	1,323.06	1,323.06	1,323.06	Completed
	Automated Rent Collection	1408.00	NA	25,000.00	10,815.51	10,815.51	10,815.51	Completed
	Resident Activities	1408.00	NA	20,000.00	45,250.00	45,250.00	45,250.00	Completed
	Drug and Crime Prevention	1408.00	NA	60,000.00	2,727.00	2,727.00	2,727.00	Completed
	Technical Assistance & Agency P	1408.00	NA		5,007.23	5,007.23	5,007.23	Completed
HA-WIDE	PROGRAM ADMINISTRATION	1410.00	NA	166,000.00	87,405.69	87,405.69	87,405.69	Completed
HA-WIDE	Design Fees	1430.00	NA	150,000.00	110,865.69	110,865.69	110,865.69	Completed
HA-WIDE	CONTINGENCY	1502.00	NA	80,610.00	-	-	-	Trf to Other Line Items
HA-WIDE	CFP Subsidized Bond Service	1501.00	NA	-				
HA-WIDE	PHYSICAL IMPROVEMENTS							
	Appliance replacement 10 ref 15 r	1465.10	18	20,000.00	31,222.00	31,222.00	31,222.00	Completed
	Upgrade Water, Sanitary systems	1450.00	300 LF	30,000.00				Trf to Other Line Items
	Vehicle for Landscaping Equipmer	1475.00	1	30,000.00				Trf to Other Line Items
	Misc Dwelling Construction							
	1. Upgrade Interior Lighting	1460.00	10 units	9,000.00				Trf to Other Line Items
	Upgrade Roofing systems	1460.00	9000 Sq Ft	12,500.00	15,557.16	15,557.16	15,557.16	Completed
	Upgrade heating systems (furnace	1460.00	10 units	9,000.00				Trf to Other Line Items
	On Demand Modernization	1460.00			8,177.82	8,177.82	8,177.82	Completed

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

**Part II: Supporting Pages**

PHA Name: <b>Housing Authority of the County of Lackawanna</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA26P038501-05</b> Replacement Housing Factor Grant I			Federal FY of Grant: <b>2005</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-WIDE	ADA Accomidations	1460.00	LS	15,000.00	189.75	189.75	189.75	Completed
	Sidewalks & Curbs	1450.00	1000 SqFt	7,500.00				Trf to Other Line Items
	Enviornmental Hazard Abate.	1460.00	LS	5,000.00	4673	4673	4673	Planning
	Remove Trees from Powerlines	1450.00			8250	8250	8250	
	Termites	1460.00			345.73	345.73	345.73	Carried into CFP2006
PA38-22	Upgrade Exterior of Bldg	1460.00	LS	27,900.00	44,916.26	44,916.26	44,916.26	Completed
Dunmore HR	Rebuild/ Replace retaining Wall	1450.00	650 LF	37,690.00	3,973.16	3,973.16	3,973.16	Completed
	Upgrade front Entry/ Access	1460.00	1	47,196.00	163,692.94	163,692.94	163,692.94	Completed
	Replace Roof and Metal Edging	1460.00	14000sq ft	122,968.00	113,043.94	113,043.94	113,043.94	Completed
	Replace Windows	1460.00	100 units	181,510.00	397,415.75	397,415.75	397,415.75	Completed
	HVAC Replacement	1460.00			171,255.07	171,255.07	171,255.07	Completed
	Upgrade Bathrooms	1460.00	50 Units	-	47,940.72	47,940.72	47,940.72	Completed
	Upgrade Common Areas and Hallv	1460.00	5 Floors	-	28,803.17	28,803.17	28,803.17	Completed
	Air Condition Building	1460.00	LS		36,000.00	36,000.00	36,000.00	Completed
	Install new closet doors	1460.00	260 doors					
	Elevator (Grindel)	1460.00			6,812.40	6,812.40	6,812.40	Completed
	Furniture Community Rooms	1475.00			32,773.08	32,773.08	32,773.08	Completed
PA38-02								
Dunmore	Heating Boilers Baseboard	1460.00			8,443.44	8,443.44	8,443.44	Completed
	Porches & Stoops	1460.00			8,820.00	8,820.00	8,820.00	Completed
PA38-01	Repair Replace deteriorating Walk	1450.00	10 sets	15,000.00				Trf to Other Line Items
Taylor Roosevelt								
	Install area drains to alleviate Site	1450.00	1845 SQ F	18,000.00				Trf to Other Line Items
	Roofing	1460.00						
PHA Wide	Address REAC Physical Inspection Defects							
	1. Sidewalks/Concrete	1450.00	6 sites	12,000.00				Trf to CFP 2006
	2. Repair/Replace Damaged Block	1450.00	1875 SQ F	15,000.00	14,232.18	14,232.18	14,232.18	Completed
	3. Repair Replace Gutters/Downsp	1460.00	6 sites	3,000.00				Trf to CFP 2006
	4. Address Mildew/Mold in Utility R	1460.00	3 sites	3,000.00	1,762.25	1,762.25	1,762.25	Completed
PA38-16								
Dickson City	Upgrade Sidewalks & Drainage	1450.00	7500 SQ F	43,000.00	7,750.00	7,750.00	7,750.00	Completed
PA38-14								
Cole Village	Water Main Emergency	1460.00			3,980.00	3,980.00	3,980.00	Completed

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

PHA Name: <b>Housing Authority of the County of Lackawanna</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA26P038501-05</b> Replacement Housing Factor Grant No:			Federal FY of Grant: <b>2005</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA38-12	Replace Windows	1460.00	26	7,800.00				Trf to Other Line Items
Taylor Housing	Replace Concrete Porches	1460.00	20	27,100.00				Trf to Other Line Items
Phase 1	Replace Concrete Pads @ Mecha Ro	1460.00	13	3,900.00				Trf to Other Line Items
	Replace Water Main Shutoffs	1460.00	15 units	3,400.00				Trf to Other Line Items
	Replace Siding	1460.00	20 units	61,200.00				Trf to Other Line Items
	Replace GFI's	1460.00	20 units	2,100.00				Trf to Other Line Items
	Upgrade heat to HWBBH	1460.00	20 units	60,000.00				Trf to Other Line Items
	Upgrade Elderly Bathrooms	1460.00	24 Units	50,696.00				Trf to Other Line Items
	Range Hoods	1460.00	20 units	30,000.00				Trf to Other Line Items
	Appliances	1465.00	20 units	80,000.00				Trf to Other Line Items
	Community Bldg Floor	1470.00	80 sq ft	2,500.00				Trf to Other Line Items
	Communitiy Bldg Roof	1470.00	10000sq ft	15,000.00				Trf to Other Line Items
PA38-17								
Throop	Remove & Replace Waterlines	1460.00			89,496.00	89,496.00	89,496.00	Completed
	Chronic Leaks & High Consumption							
PA38-09								
Jessup	Emergency Repairs Circle 100 Fou	1460.00			6,650.00	6,650.00	6,650.00	On Going into CFP 2006
	Porch Roof Repairs	1460.00	3650 SqFt			-		Trf to CFP 2006
	Gutters & Downspouts	1460.00	2700 LF			-		Trf to CFP 2006
	Floor Finish	1460.00	9800 sq ft			-		Trf to CFP 2006
	Interior & Closet Doors	1460.00	77 doors			-		Trf to CFP 2006
	Electricial Panel Upgrade	1460.00	17 units			-		Trf to CFP 2006



**Actual Comprehensive Grant  
Cost Certificate**  
Comprehensive Grant Program (CGP)

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

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

PHA/IHA Name  <b>Housing Authority of the County of Lackawanna</b>	Comprehensive Grant Number <b>PA26P038501-05</b>
	FFY of Grant Approval <b>2005</b>

The PHA/IHA hereby certifies to the Department of Housing and Urban Development as follows:

1. That the total amount of Modernization Cost (herein called the "Actual Modernization Cost") of the Comprehensive Grant, is as shown below:

A. Original Funds Approved	<b>\$ 1,669,570.00</b>
B. Revised Funds Approved	<b>1,669,570.00</b>
C. Funds Advanced	
D. Funds Expended (Actual Modernization Cost)	<b>1,669,570.00</b>
E. Amount to be Recaptured (A-D)	<b>-</b>
F. Excess of Funds Advanced (C-D)	<b>\$ (1,669,570.00)</b>

2. That all modernization work in connection with the Comprehensive Grant has been completed;  
 3. That the entire Actual Modernization Cost or liabilities therefor incurred by the PHA/IHA have been fully paid;  
 4. That there are no undischarged mechanics', laborers', contractors', or material-men's liens against such modernization work on public office where the same should be filed in order to be valid against such modernization work; and  
 5. That the time in which such liens could be filed has expired.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729)

Signature  <b>X</b>	Date  <b>04/16/2007</b>
---------------------------	-------------------------------

**For HUD Use Only**

The Cost Certificate is approved for audit.

Approved for Audit (Director, Public Housing Division)  <b>X</b>	Date
--	------

The audited costs agree with the costs shown above.

Verified (Director, Public Housing Division)  <b>X</b>	Date
--	------

Approved (Field Office Manager)  <b>X</b>	Date
---	------

**Actual Modernization  
Cost Certificate**

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

OMB Approval No. 2577-0044 (exp. 12/31/99)  
OMB Approval No. 2577-0157 (exp. 12/31/99)

**Comprehensive Improvement Assistance Program (CIAP)  
Comprehensive Grant Program (CGP)**

Public reporting burden for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Paperwork Reduction Project (2577-0044 and 0157), Office of Information Technology, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

**Do not send this form to the above address.**

This collection of information requires that each Housing Authority (HA) submit information to enable HUD to initiate the fiscal closeout process. The information will be used by HUD to determine whether the modernization grant is ready to be audited and closed out. The information is essential for audit verification and fiscal close out. Responses to the collection are required by regulation. The information requested does not lend itself to confidentiality.

HA Name: <b>Housing Authority of the County of Lackawanna</b>	Modernization Project Number: <b>PA26P038501-05</b>
--	--

The HA hereby certifies to the Department of Housing and Urban Development as follows:

1. That the total amount of Modernization Cost (herein called the "Actual Modernization Cost") of the Modernization Grant, is as shown below:

A. Original Funds Approved	\$	<b>1,669,570.00</b>
B. Funds Disbursed	\$	<b>1,669,570.00</b>
C. Funds Expended (Actual Modernization Cost)	\$	<b>1,669,570.00</b>
D. Amount to be Recaptured (A - C)	\$	-
E. Excess of Funds Disbursed (B - C)	\$	-

2. That all modernization work in connection with the Modernization Grant has been completed;

3. That the entire Actual Modernization Cost or liabilities therefore incurred by the HA have been fully paid;

4. That there are no undischarged mechanics', laborers', contractors', or material-men's liens against such modernization work on file in any public office where the same should be filed in order to be valid against such modernization work; and

5. That the time in which such liens could be filed has expired.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Signature of Executive Director & Date:

X

**4/16/2007**

**For HUD Use Only**

**The Cost Certificate is approved for audit:**

Approved for Audit (Director, Office of Public Housing / ONAP Administrator)

Date:

X

**The audited costs agree with the costs shown above:**

Verified: (Designated HUD Official)

Date:

X

Approved: (Director, Office of Public Housing / ONAP Administrator)

Date:

X

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PHA Forms

Input Range						
Acct	Original	Revised	Obligated	Expended	Acct	Original
0	0.00	0.00	0.00	0.00	1406	150,000.00
1406	150,000.00	150,000.00	150,000.00	150,000.00	ACCT	
0	0.00	0.00	0.00	0.00	1408	115,000.00
0	0.00	0.00	0.00	0.00	ACCT	
1408	10,000.00	1,323.06	1,323.06	1,323.06	1410	166,000.00
1408	25,000.00	10,815.51	10,815.51	10,815.51	ACCT	
1408	20,000.00	45,250.00	45,250.00	45,250.00	1411	0.00
1408	60,000.00	2,727.00	2,727.00	2,727.00	ACCT	
1408	0.00	5,007.23	5,007.23	5,007.23	1415	0.00
0	0.00	0.00	0.00	0.00	ACCT	
0	0.00	0.00	0.00	0.00	1430	150,000.00
1410	166,000.00	87,405.69	87,405.69	87,405.69	ACCT	
0	0.00	0.00	0.00	0.00	1440	0.00
1430	150,000.00	110,865.69	110,865.69	110,865.69	ACCT	
0	0.00	0.00	0.00	0.00	1450	178,190.00
1502	80,610.00	0.00	0.00	0.00	ACCT	
0	0.00	0.00	0.00	0.00	1460	682,270.00
0	0.00	0.00	0.00	0.00	ACCT	
1501	0.00	0.00	0.00	0.00	1465	100,000.00
0	0.00	0.00	0.00	0.00	ACCT	
0	0.00	0.00	0.00	0.00	1470	17,500.00
1465	20,000.00	31,222.00	31,222.00	31,222.00	ACCT	
1450	30,000.00	0.00	0.00	0.00	1475	30,000.00
1475	30,000.00	0.00	0.00	0.00	ACCT	
0	0.00	0.00	0.00	0.00	1485	0.00
0	0.00	0.00	0.00	0.00	ACCT	
1460	9,000.00	0.00	0.00	0.00	1490	0.00
1460	12,500.00	15,557.16	15,557.16	15,557.16	ACCT	
1460	9,000.00	0.00	0.00	0.00	1492	0.00
1460	0.00	8,177.82	8,177.82	8,177.82	ACCT	
0	0.00	0.00	0.00	0.00	1495	0.00
0	0.00	0.00	0.00	0.00	ACCT	
0	0.00	0.00	0.00	0.00	1499	0.00
0	0.00	0.00	0.00	0.00	ACCT	
#VALUE!	0.00	0.00	Federal FY 0	0.00	1501	0.00
#VALUE!	PA26P03850	0.00	2005	0.00	ACCT	

#VALUE!		0.00	0.00	0.00	1502	80,610.00
#VALUE!	Total Estim	0.00	Total Actual	0.00		
#VALUE!	0.00	0.00	0.00	0.00		
#VALUE!	Original	Revised	Funds	Funds		
	0	0.00	0.00	Obligated	Expended	
1460	15,000.00	189.75	189.75	189.75	189.75	
1450	7,500.00	0.00	0.00	0.00	0.00	
1460	5,000.00	4,673.00	4,673.00	4,673.00	4,673.00	
1450	0.00	8,250.00	8,250.00	8,250.00	8,250.00	
1460	0.00	345.73	345.73	345.73	345.73	
0	0.00	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	0.00	
1460	27,900.00	44,916.26	44,916.26	44,916.26	44,916.26	
1450	37,690.00	3,973.16	3,973.16	3,973.16	3,973.16	
1460	47,196.00	163,692.94	163,692.94	163,692.94	163,692.94	
1460	122,968.00	113,043.94	113,043.94	113,043.94	113,043.94	
1460	181,510.00	397,415.75	397,415.75	397,415.75	397,415.75	
1460	0.00	171,255.07	171,255.07	171,255.07	171,255.07	
1460	0.00	47,940.72	47,940.72	47,940.72	47,940.72	
1460	0.00	28,803.17	28,803.17	28,803.17	28,803.17	
1460	0.00	36,000.00	36,000.00	36,000.00	36,000.00	
1460	0.00	0.00	0.00	0.00	0.00	
1460	0.00	6,812.40	6,812.40	6,812.40	6,812.40	
1475	0.00	32,773.08	32,773.08	32,773.08	32,773.08	
0	0.00	0.00	0.00	0.00	0.00	
1460	0.00	8,443.44	8,443.44	8,443.44	8,443.44	
1460	0.00	8,820.00	8,820.00	8,820.00	8,820.00	
0	0.00	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	0.00	
1450	15,000.00	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	0.00	
1450	18,000.00	0.00	0.00	0.00	0.00	
1460	0.00	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	0.00	
1450	12,000.00	0.00	0.00	0.00	0.00	
1450	15,000.00	14,232.18	14,232.18	14,232.18	14,232.18	
1460	3,000.00	0.00	0.00	0.00	0.00	
1460	3,000.00	1,762.25	1,762.25	1,762.25	1,762.25	
0	0.00	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	0.00	
1450	43,000.00	7,750.00	7,750.00	7,750.00	7,750.00	

0	0.00	0.00	0.00	0.00
0	0.00	0.00	0.00	0.00
0	0.00	0.00	0.00	0.00
1460	0.00	3,980.00	3,980.00	3,980.00
0	0.00	0.00	0.00	0.00
0	0.00	0.00	0.00	0.00
0	0.00	0.00	0.00	0.00
0	0.00	0.00	0.00	0.00
#VALUE!	0.00	0.00	Federal FY 0	0.00
#VALUE!	PA26P03850	0.00	2005	0.00
#VALUE!		0.00	0.00	0.00
#VALUE!	Total Estim	0.00	Total Actual (	0.00
#VALUE!	0.00	0.00	0.00	0.00
#VALUE!	Original	Revised	Funds	Funds
0	0.00	0.00	Obligated	Expended
1460	7,800.00	0.00	0.00	0.00
1460	27,100.00	0.00	0.00	0.00
1460	3,900.00	0.00	0.00	0.00
1460	3,400.00	0.00	0.00	0.00
1460	61,200.00	0.00	0.00	0.00
1460	2,100.00	0.00	0.00	0.00
1460	60,000.00	0.00	0.00	0.00
1460	50,696.00	0.00	0.00	0.00
1460	30,000.00	0.00	0.00	0.00
1465	80,000.00	0.00	0.00	0.00
1470	2,500.00	0.00	0.00	0.00
1470	15,000.00	0.00	0.00	0.00
0	0.00	0.00	0.00	0.00
0	0.00	0.00	0.00	0.00
1460	0.00	89,496.00	89,496.00	89,496.00
0	0.00	0.00	0.00	0.00
0	0.00	0.00	0.00	0.00
0	0.00	0.00	0.00	0.00
1460	0.00	6,650.00	6,650.00	6,650.00
1460	0.00	0.00	0.00	0.00
1460	0.00	0.00	0.00	0.00
1460	0.00	0.00	0.00	0.00
1460	0.00	0.00	0.00	0.00
1460	0.00	0.00	0.00	0.00
0	0.00	0.00	0.00	0.00
0	0.00	0.00	0.00	0.00
0	0.00	0.00	0.00	0.00
0	0.00	0.00	0.00	0.00































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

PHA Name: <b>Housing Authority of the County of Lackawanna</b>	Grant Type and Number Capital Fund Program Grant No: <b>PA26P038501-04</b> Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2004</b>
---	---	-------------------------------------

Original Annual Statement     
 Reserve for Disasters/Emergencies     
 Revised Annual Statement (revision no. )  
 Performance and Evaluation Report for Program Year Ending **12/31/2006**     
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	150,000.00	150,000.00	150,000.00	150,000.00
3	1408 Management Improvements	140,000.00	73,734.35	73,734.35	73,734.35
4	1410 Administration	150,000.00	125,761.21	125,761.21	125,761.21
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	175,000.00	155,224.79	155,224.79	155,224.79
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	89,500.00	131,451.96	131,451.96	131,451.96
10	1460 Dwelling Structures	500,764.00	1,107,500.69	1,107,500.69	1,107,500.69
11	1465.1 Dwelling Equipment - Nonexpendable	10,000.00	12,201.00	12,201.00	12,201.00
12	1470 Nondwelling Structures	-	-	-	-
13	1475 Nondwelling Equipment	30,000.00	-	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	430,000.00	-	-	-
20	1502 Contingency	80,610.00	-	-	-
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 1,755,874.00	\$ 1,755,874.00	\$ 1,755,874.00	\$ 1,755,874.00
22	Amount of line 21 Related to LBP Activities	-	-	-	-
23	Amount of line 21 Related to Section 504 Compliance	15,000.00	-	-	-
24	Amount of line 21 Related to Security - Soft Costs	60,000.00	12,062.12	12,062.12	12,062.12
25	Amount of line 21 Related to Security - Hard Costs	-	-	-	-
26	Amount of line 21 Related to Energy Conversation Measures	98,000.00	491,042.02	491,042.02	491,042.02

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

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

PHA Name:		Grant Type and Number				Federal FY of Grant:		
<b>Housing Authority of the County of Lackawanna</b>		Capital Fund Program Grant No: <b>PA26P038501-04</b>				<b>2004</b>		
		Replacement Housing Factor Grant N						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>HA-WIDE</b>	<b>MGMT. IMPROVEMENTS</b>							
	Computer Software	1408.00	NA	25,000.00	5,627.79	5,627.79	5,627.79	Completed
	Agency Plan	1408.00	NA	-	2,825.00	2,825.00	2,825.00	Completed
	Automated Rent Collection	1408.00	NA	25,000.00	-			
	Resident Activities	1408.00	NA	30,000.00	53,219.44	53,219.44	53,219.44	Completed
	Drug and Crime Prevention	1408.00	NA	60,000.00	12,062.12	12,062.12	12,062.12	Completed
<b>HA-WIDE</b>	<b>Operations</b>	1406.00		150,000.00	150,000.00	150,000.00	150,000.00	Completed
						-	-	
<b>HA-WIDE</b>	<b>PROGRAM ADMINISTRATION</b>	1410.00	NA	150,000.00	125,761.21	125,761.21	125,761.21	On Going
<b>HA-WIDE</b>	<b>DESIGN FEES</b>	1430.00	NA	175,000.00	155,224.79	155,224.79	155,224.79	On Going
<b>HA-WIDE</b>	<b>CONTINGENCY</b>	1502.00	NA	80,610.00	-			Trf to other items
<b>HA-WIDE</b>	<b>CFP Subsidized Bond Service</b>	1501.00	NA	430,000.00	-			Trf to other items
<b>HA-WIDE</b>	<b>PHYSICAL IMPROVEMENTS</b>							
	Appliance replacement	1465.10	150	10,000.00	12,201.00	12,201.00	12,201.00	Complete
	Upgrade Water, Sanitary systems	1450.00	300 LF	30,000.00	91,256.96	91,256.96	91,256.96	On Going
	Vehicle for Landscaping equipment	1475.00	1	30,000.00	-			Trf to other items
	Trim Trees & Landscaping	1450.00			33,395.00	33,395.00	33,395.00	From CFP 2005
	Misc Dwelling Construction							
	1. Upgrade Interior Lighting	1460.00	10 units	9,000.00	-			Trf to other items
	2. Upgrade Roofing systems	1460.00	9000 Sq Ft	22,500.00	-			Trf to other items
	3.Upgrade heating systems (furnace)	1460.00	10	9,000.00	-			Trf to other items

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

PHA Name:		Grant Type and Number				Federal FY of Grant:		
<b>Housing Authority of the County of Lackawanna</b>		Capital Fund Program Grant No: <b>PA26P038501-04</b> Replacement Housing Factor Grant N				<b>2004</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-WIDE	4. ADA Accomidations	1460.00	LS	15,000.00	-			Trf to other items
	5. Sidewalks & Curbs	1450.00	1200 SqFt	9,500.00	6,800.00	6,800.00	6,800.00	On Going
	6. Enviornmental Hazard Abate.	1460.00	LS	5,000.00	10,850.00	10,850.00	10,850.00	On Going
HA-WIDE	Non Dwelling Structures & Equipment	1470.00	LS	-				
PA38-02								
Dunmore	Upgrade Heating Systems (Linco)	1460.00	15		20747.22	20747.22	20747.22	Trans from CFP2003
PA38-03	Replace Fan light in Bathrooms	1460.00	15		1,000.00	1,000.00	1,000.00	Trans from CFP2003
Moosic	Gutters & Downspouts	1460.00	14,600 Lin Ft	-	80,312.10	80,312.10	80,312.10	From CFP 2002 & 2003
	Patch & Repair Units	1460.00	15 units		27,166.11	27,166.11	27,166.11	Trans from CFP2003
	Upgrade Power Distribution System	1460.00	15 units		26,811.30	26,811.30	26,811.30	Trans from CFP2003
	HVAC	1460.00	15 units		18,215.46	18,215.46	18,215.46	Trans from CFP2003
	Porches & Railings	1460.00	15 units		8,743.51	8,743.51	8,743.51	Trans from CFP2003
PA38-09	Upgrade Electricial Systems(13wall packs 12 ligh	1450.00	25 fixtures	25,000.00	-			Trans to CFP 2003
Jessup	Upgrade Water, Sanitary systems	1450.00	150 LF	15,000.00	-			Trans to CFP 2003
	Curb Valves	1450.00	16	10,000.00	-			Trans to CFP 2003
	Shingled, edging, flashing, etc	1460.00	64800 SqF	163,504.00				Trans to CFP 2003
	Porch Roof Repairs	1460.00	3650 SqFt	6,400.00	-			Trf to CFP 2007
	Gutters & Downspouts	1460.00	2700 LF	15,000.00	-			Trf to CFP 2007
	Floor Finish	1460.00	9800 sq ft	89,356.00	-			Trf to CFP 2007
	Interior & Closet Doors	1460.00	77 doors	82,404.00	-			Trf to CFP 2007
	Electricial Panel Upgrade	1460.00	17 units	83,600.00	-			Trf to CFP 2007





**Actual Comprehensive Grant  
Cost Certificate**  
Comprehensive Grant Program (CGP)

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

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

PHA/IHA Name  <b>Housing Authority of the County of Lackawanna</b>	Comprehensive Grant Number <b>PA26P038501-04</b>
	FFY of Grant Approval <b>2004</b>

The PHA/IHA hereby certifies to the Department of Housing and Urban Development as follows:

1. That the total amount of Modernization Cost (herein called the "Actual Modernization Cost") of the Comprehensive Grant, is as shown below:

A. Original Funds Approved	<b>\$ 1,755,874.00</b>
B. Revised Funds Approved	<b>1,755,874.00</b>
C. Funds Advanced	<b>1,591,027.00</b>
D. Funds Expended (Actual Modernization Cost)	<b>1,755,874.00</b>
E. Amount to be Recaptured (A-D)	<b>(0.00)</b>
F. Excess of Funds Advanced (C-D)	<b>\$ (164,847.00)</b>

2. That all modernization work in connection with the Comprehensive Grant has been completed;
3. That the entire Actual Modernization Cost or liabilities therefor incurred by the PHA/IHA have been fully paid;
4. That there are no undischarged mechanics', laborers', contractors', or material-men's liens against such modernization work on public office where the same should be filed in order to be valid against such modernization work; and
5. That the time in which such liens could be filed has expired.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729)

Signature  <b>X</b>	Date  <b>04/16/2007</b>
---------------------------	-------------------------------

**For HUD Use Only**

The Cost Certificate is approved for audit.

Approved for Audit (Director, Public Housing Division)  <b>X</b>	Date
--	------

The audited costs agree with the costs shown above.

Verified (Director, Public Housing Division)  <b>X</b>	Date
--	------

Approved (Field Office Manager)  <b>X</b>	Date
---	------

**Actual Modernization  
Cost Certificate**

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

OMB Approval No. 2577-0044 (exp. 12/31/99)  
OMB Approval No. 2577-0157 (exp. 12/31/99)

**Comprehensive Improvement Assistance Program (CIAP)  
Comprehensive Grant Program (CGP)**

Public reporting burden for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Paperwork Reduction Project (2577-0044 and 0157), Office of Information Technology, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

**Do not send this form to the above address.**

This collection of information requires that each Housing Authority (HA) submit information to enable HUD to initiate the fiscal closeout process. The information will be used by HUD to determine whether the modernization grant is ready to be audited and closed out. The information is essential for audit verification and fiscal close out. Responses to the collection are required by regulation. The information requested does not lend itself to confidentiality.

HA Name: <b>Housing Authority of the County of Lackawanna</b>	Modernization Project Number: <b>PA26P038501-04</b>
--	--

The HA hereby certifies to the Department of Housing and Urban Development as follows:

1. That the total amount of Modernization Cost (herein called the "Actual Modernization Cost") of the Modernization Grant, is as shown below

A. Original Funds Approved	\$	<b>1,755,874.00</b>
B. Funds Disbursed	\$	<b>1,755,874.00</b>
C. Funds Expended (Actual Modernization Cost)	\$	<b>1,755,874.00</b>
D. Amount to be Recaptured (A - C)	\$	-
E. Excess of Funds Disbursed (B - C)	\$	-

2. That all modernization work in connection with the Modernization Grant has been completed;

3. That the entire Actual Modernization Cost or liabilities therefore incurred by the HA have been fully paid;

4. That there are no undischarged mechanics', laborers', contractors', or material-men's liens against such modernization work on file in any public office where the same should be filed in order to be valid against such modernization work; and

5. That the time in which such liens could be filed has expired.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Signature of Executive Director & Date:

**X**

**4/16/2007**

**For HUD Use Only**

**The Cost Certificate is approved for audit:**

Approved for Audit (Director, Office of Public Housing / ONAP Administrator)

Date:

**X**

**The audited costs agree with the costs shown above:**

Verified: (Designated HUD Official)

Date:

**X**

Approved: (Director, Office of Public Housing / ONAP Administrator)

Date:

**X**

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Input Range						
Acct	Original	Revised	Obligated	Expended	Acct	Original
0	0.00	0.00	0.00	0.00	1406	150,000.00
0	0.00	0.00	0.00	0.00	ACCT	
0	0.00	0.00	0.00	0.00	1408	140,000.00
1408	25,000.00	5,627.79	5,627.79	5,627.79	ACCT	
1408	0.00	2,825.00	2,825.00	2,825.00	1410	150,000.00
1408	25,000.00	0.00	0.00	0.00	ACCT	
1408	30,000.00	53,219.44	53,219.44	53,219.44	1411	0.00
1408	60,000.00	12,062.12	12,062.12	12,062.12	ACCT	
0	0.00	0.00	0.00	0.00	1415	0.00
1406	150,000.00	150,000.00	150,000.00	150,000.00	ACCT	
0	0.00	0.00	0.00	0.00	1430	175,000.00
0	0.00	0.00	0.00	0.00	ACCT	
1410	150,000.00	125,761.21	125,761.21	125,761.21	1440	0.00
0	0.00	0.00	0.00	0.00	ACCT	
1430	175,000.00	155,224.79	155,224.79	155,224.79	1450	89,500.00
0	0.00	0.00	0.00	0.00	ACCT	
1502	80,610.00	0.00	0.00	0.00	1460	500,764.00
0	0.00	0.00	0.00	0.00	ACCT	
0	0.00	0.00	0.00	0.00	1465	10,000.00
1501	430,000.00	0.00	0.00	0.00	ACCT	
0	0.00	0.00	0.00	0.00	1470	0.00
0	0.00	0.00	0.00	0.00	ACCT	
1465	10,000.00	12,201.00	12,201.00	12,201.00	1475	30,000.00
1450	30,000.00	91,256.96	91,256.96	91,256.96	ACCT	
1475	30,000.00	0.00	0.00	0.00	1485	0.00
1450	0.00	33,395.00	33,395.00	33,395.00	ACCT	
0	0.00	0.00	0.00	0.00	1490	0.00
1460	9,000.00	0.00	0.00	0.00	ACCT	
1460	22,500.00	0.00	0.00	0.00	1492	0.00
1460	9,000.00	0.00	0.00	0.00	ACCT	
0	0.00	0.00	0.00	0.00	1495	0.00
0	0.00	0.00	0.00	0.00	ACCT	
0	0.00	0.00	0.00	0.00	1499	0.00
#VALUE!	0.00	0.00	Federal FY o	0.00	ACCT	
#VALUE!	PA26P03850	0.00	2004	0.00	1501	430,000.00
#VALUE!		0.00	0.00	0.00	ACCT	

#VALUE!	Total Estim	0.00	Total Actual (	0.00	1502	80,610.00
#VALUE!	0.00	0.00	0.00	0.00		
#VALUE!	Original	Revised	Funds	Funds		
0	0.00	0.00	Obligated	Expended		
1460	15,000.00	0.00	0.00	0.00		
1450	9,500.00	6,800.00	6,800.00	6,800.00		
1460	5,000.00	10,850.00	10,850.00	10,850.00		
1470	0.00	0.00	0.00	0.00		
0	0.00	0.00	0.00	0.00		
0	0.00	0.00	0.00	0.00		
1460	0.00	20,747.22	20,747.22	20,747.22		
0	0.00	0.00	0.00	0.00		
0	0.00	0.00	0.00	0.00		
1460	0.00	1,000.00	1,000.00	1,000.00		
1460	0.00	80,312.10	80,312.10	80,312.10		
1460	0.00	27,166.11	27,166.11	27,166.11		
1460	0.00	26,811.30	26,811.30	26,811.30		
1460	0.00	18,215.46	18,215.46	18,215.46		
1460	0.00	8,743.51	8,743.51	8,743.51		
0	0.00	0.00	0.00	0.00		
0	0.00	0.00	0.00	0.00		
0	0.00	0.00	0.00	0.00		
0	0.00	0.00	0.00	0.00		
0	0.00	0.00	0.00	0.00		
0	0.00	0.00	0.00	0.00		
1450	25,000.00	0.00	0.00	0.00		
1450	15,000.00	0.00	0.00	0.00		
1450	10,000.00	0.00	0.00	0.00		
1460	163,504.00	0.00	0.00	0.00		
1460	6,400.00	0.00	0.00	0.00		
1460	15,000.00	0.00	0.00	0.00		
1460	89,356.00	0.00	0.00	0.00		
1460	82,404.00	0.00	0.00	0.00		
1460	83,600.00	0.00	0.00	0.00		
0	0.00	0.00	0.00	0.00		
0	0.00	0.00	0.00	0.00		
0	0.00	0.00	0.00	0.00		
#VALUE!	0.00	0.00	Federal FY o	0.00		
#VALUE!	PA26P03850	0.00	2004	0.00		
#VALUE!		0.00	0.00	0.00		
#VALUE!	Total Estim	0.00	Total Actual (	0.00		
#VALUE!	0.00	0.00	0.00	0.00		
#VALUE!	Original	Revised	Funds	Funds		

































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Expended

150,000.00

73,734.35

125,761.21

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131,451.96

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## **Attachment G**

### **Housing Authority of the County of Lackawanna**

#### **Annual Plan**

**Fiscal Year 07/01/2007 – 06/30/2008**

### **Implementation of Public Housing Resident Community Service Requirements**

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

- 1. Development of Written Description of Community Service Requirement:**  
Lackawanna Housing has a written developed policy of Community Service Requirements and has completed the required Resident Advisory Board review and public comment period.
- 2. Scheduled Changes in Leases:**  
Lackawanna Housing has made the necessary changes to the lease and has completed the required Resident Advisory Board review and public comment period.
- 3. Written Notification to Residents of Exempt Status to each Adult Family Member:**  
Lackawanna Housing has reinstated the public housing community service requirement and self-sufficiency requirement as outlined in PIH 2003-17. Written notice to all residents was sent on July 28, 2003 about the reinstatement of the community service and self-sufficiency requirement.
- 4. Cooperative Agreements with TANF Agencies**  
Lackawanna Housing has secured a Cooperative Agreement with a TANF Agency.
- 5. Programmatic Aspects**  
Community service includes performing work or duties in the public benefit that serve to improve the quality of life and/or enhance resident self-sufficiency, and/or increase the self-responsibility of the resident within the community.

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

## Attachment H

### Housing Authority of the County of Lackawanna

#### Annual Plan Fiscal Year 07/01/2007 – 06/30/2008

#### Statement of Pet Policy

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

Lackawanna Housing 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 Lackawanna Housing 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. Lackawanna Housing must have a current picture of the pet so it can be identified if it is running loose.
6. A Pet Fee and Pet Deposit is required for each pet as follows:

Type of Pet	Pet Fee	Pet Deposit
Dog	\$10/ month	\$75
Cat	\$10/month	\$75
Fish Aquarium	\$0	\$0
Fish Bowl (requires no power and no larger than 2 gallons)	\$0	\$0
Caged Pets	\$0	\$0

This fee does not apply to residents of sites and/or buildings that are designated elderly only. Also it does not apply to persons with disabilities who have a trained service animal.

The pet deposit does not apply to persons with disabilities who have a trained service animal.

7. Lackawanna Housing will allow only common household pets. This means only domesticated animals such as a dog, cat, bird, gerbil, hamster, guinea pig and fish (reasonable number commensurate to aquarium size).

All dogs and cats must be spayed or neutered before they become six months old and cats must be declawed by the age of three months. A licensed veterinarian and/or staff of the Pennsylvania Humane Society must verify this fact.

Each Head of Household may own up to two pets. If one of the pets is a dog or a cat, the second pet must be contained in a cage, or an aquarium for fish. Each bird or other animals, other than fish, shall be counted as one pet.

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

The full Pet Policy is available for review. Dogs must not exceed 24 inches at the shoulder at full growth. Cats should be of a size and weight at full growth that would be considered normal for a domestic cat.

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 and/or the staff of the Humane Society shall be annually filed with Lackawanna Housing to attest to the inoculations.
9. Lackawanna Housing, 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 I

## Housing Authority of the County of Lackawanna

### 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:**

<b>GOAL ONE: EXPAND THE SUPPLY OF ASSISTED HOUSING</b>	
<b>Objective</b>	<b>Progress</b>
1. Reduce public housing vacancies by 10%	The Housing Authority utilized the total number of vacancies of 263 in fiscal year 2004 as their baseline number. FY 2005 – 245 vacancies = reduction of 7% since 2004 May 2006 – 187 vacancies = reduction of 29% since 2004 March 2007 – 96 vacancies = reduction of 63% since 2004

<b>GOAL TWO: IMPROVE THE QUALITY OF ASSISTED HOUSING</b>	
<b>Objective</b>	<b>Progress</b>
1. Increase customer satisfaction: By being responsive to the needs identified in the Resident Assessment Survey System.	The Housing Authority's RASS score exceeded the threshold in all five components, and in fact exceeded the national average scores.
2. Renovate or modernize public housing units, as outlined in our Capital Fund Plan	The Housing Authority continues to use available Capital Funds for modernization of the public housing inventory, and has met all obligation and expenditure deadlines.

<b>GOAL THREE: INCREASE ASSISTED HOUSING CHOICES</b>	
<b>Objective</b>	<b>Progress</b>
1. Provide voucher mobility counseling	Lackawanna Housing provides brochures and program information to potential new landlords describing how the program works and potential benefits to the landlord with participation. In addition, Lackawanna Housing has developed "The Apartment Locator" as a tool to link families to affordable housing options throughout Lackawanna County. It is intended to be an aid for families who are searching for affordable apartments and for owners who wish to market their affordable vacant apartments. The locator offers information about apartment locations, rental prices, accessibility features and amenities.
2. Conduct outreach efforts to potential voucher landlords	The Housing Authority briefs potential landlords on the benefits of the program

<b>GOAL FOUR: PROVIDE AN IMPROVED LIVING ENVIRONMENT</b>	
<b>Objective</b>	<b>Progress</b>
1. Implement public housing security improvements: install security cameras at the Agency's elderly high-rise sites as we modernize	The Housing Authority has installed a security system at the Dunmore high-rise. As other high-rises are modernized, additional security cameras will be installed using available CFP funds.

<b>GOAL FIVE: PROMOTE SELF-SUFFICIENCY AND ASSET DEVELOPMENT OF ASSISTED HOUSEHOLDS</b>	
<b>Objective</b>	<b>Progress</b>
1. Increase the number and percentage of employed persons in assisted families: by offering flat rents and encouraging participation in our self-sufficiency program.	Lackawanna Housing offers flat rents at each development. For purposes of determining an increase in the percentage of employed persons Lackawanna Housing will use the increase in the number of households on a flat rent from 2/17/06.  2/17/2006 – 244 families on a flat rent (baseline) 2/1/2007 – 268 families on a flat rent = 10% increase

<b>GOAL SIX: ENSURE EQUAL OPPORTUNITY AND AFFIRMATIVELY FURTHER FAIR HOUSING</b>	
<b>Objective</b>	<b>Progress</b>
1. Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability	It is the policy of the Housing Authority to fully comply with all Federal, State and local nondiscrimination laws; the Americans with Disabilities Act; and the HUD regulations governing Fair Housing and Equal Opportunity. The Housing Authority affirmatively furthers fair housing in the administration of its public housing program.

**Attachment J**

**Housing Authority of the County of Lackawanna**

**Annual Plan**

**Fiscal Year 07/01/2007 – 06/30/2008**

**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: **Dave Bisignani**

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

- Elected
- Appointed

C. The term of appointment is (include the date term expires): **04/30/2009**

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

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

B. Date of next term expiration of a governing board member: **04/30/2007**

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

**Board of Lackawanna County Commissioners**

## **Attachment K**

### **Housing Authority of the County of Lackawanna**

#### **Annual Plan**

**Fiscal Year 07/01/2007 – 06/30/2008**

#### **Membership of the Resident Advisory Board or Boards**

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.)

**Lillian Jones**

**Joan Dietz**

**Irma Sleboda**

**Andrea VanLouvender**

**Charlotte Patrick**

**Sister Gertrude Grimes**

**Marion Bushko**

**Frank Frick**

## **Attachment L**

### **Housing Authority of the County of Lackawanna**

#### **Annual Plan**

**Fiscal Year 07/01/2007 – 06/30/2008**

### **Assessment of Site-Based Waiting List Development Demographic Changes**

The Housing Authority of the County of Lackawanna implemented site-based waiting lists in 2001. On the following pages you will find tables that provide the changes in racial, ethnic and disability-related resident composition at each of Lackawanna Housing developments. This assessment is based on Multifamily Tenant Characteristic (MTCS) occupancy data.

# Taylor Development

Project Number: 38-01

Total Number of Units: 60

<b>Disabled Residents</b>	
<b>2001</b>	17%
<b>12/31/2006</b>	18%
<b>Percentage Change</b>	+1%

<b>Race</b>			
	<b>White</b>	<b>Black</b>	<b>American Indian/Asian Pacific</b>
<b>2001</b>	95%	2%	3%
<b>12/31/2006</b>	98%	2%	0%
<b>Percentage Change</b>	+3%	0%	-3%

<b>Hispanic/Non-Hispanic</b>		
	<b>Hispanic</b>	<b>Non-Hispanic</b>
<b>2001</b>	5%	95%
<b>12/31/2006</b>	13%	87%
<b>Percentage Change</b>	+8%	-8%

## Dunmore Development

Project Number: 38-02

Total Number of Units: 100

Disabled Residents	
<b>2001</b>	25%
<b>12/31/2006</b>	25%
<b>Percentage Change</b>	0%

Race			
	White	Black	American Indian/Asian Pacific
<b>2001</b>	99%	1%	0%
<b>12/31/2006</b>	90%	10%	0%
<b>Percentage Change</b>	-9%	+9%	0%

Hispanic/Non-Hispanic		
	Hispanic	Non-Hispanic
<b>2001</b>	4%	96%
<b>12/31/2006</b>	9%	91%
<b>Percentage Change</b>	+5%	-5%

# Moosic Development

Project Number: 38-03

Total Number of Units: 30

Disabled Residents	
<b>2001</b>	19%
<b>12/31/2006</b>	6%
<b>Percentage Change</b>	13%

Race			
	White	Black	American Indian/Asian Pacific
<b>2001</b>	96%	4%	0%
<b>12/31/2006</b>	96%	4%	0%
<b>Percentage Change</b>	0%	0%	0%

Hispanic/Non-Hispanic		
	Hispanic	Non-Hispanic
<b>2001</b>	0%	100%
<b>12/31/2006</b>	4%	96%
<b>Percentage Change</b>	+4%	-4%

# Olyphant Development

Project Number: 38-04

Total Number of Units: 30

<b>Disabled Residents</b>	
<b>2001</b>	13%
<b>12/31/2006</b>	6%
<b>Percentage Change</b>	-7%

<b>Race</b>			
	<b>White</b>	<b>Black</b>	<b>American Indian/Asian Pacific</b>
<b>2001</b>	96%	4%	0%
<b>12/31/2006</b>	92%	8%	0%
<b>Percentage Change</b>	-4%	+4%	0%

<b>Hispanic/Non-Hispanic</b>		
	<b>Hispanic</b>	<b>Non-Hispanic</b>
<b>2001</b>	4%	96%
<b>12/31/2006</b>	16%	84%
<b>Percentage Change</b>	+8%	-8%

# Fell Township Development

Project Number: 38-05

Total Number of Units: 25

<b>Disabled Residents</b>	
<b>2001</b>	17%
<b>12/31/2006</b>	6%
<b>Percentage Change</b>	-11%

<b>Race</b>			
	<b>White</b>	<b>Black</b>	<b>American Indian/Asian Pacific</b>
<b>2001</b>	100%	0%	0%
<b>12/31/2006</b>	96%	4%	0%
<b>Percentage Change</b>	-4%	+4%	0%

<b>Hispanic/Non-Hispanic</b>		
	<b>Hispanic</b>	<b>Non-Hispanic</b>
<b>2001</b>	4%	96%
<b>12/31/2006</b>	4%	96%
<b>Percentage Change</b>	0%	0%

# Archbald Development

Project Number: 38-06  
 Total Number of Units: 60

Disabled Residents	
<b>2001</b>	38%
<b>12/31/2006</b>	20%
<b>Percentage Change</b>	-18%

Race			
	White	Black	American Indian/Asian Pacific
<b>2001</b>	98%	2%	0%
<b>12/31/2006</b>	88%	12%	0%
<b>Percentage Change</b>	-10%	+10%	0%

Hispanic/Non-Hispanic		
	Hispanic	Non-Hispanic
<b>2001</b>	2%	98%
<b>12/31/2006</b>	2%	98%
<b>Percentage Change</b>	0%	0%

# Olyphant Development

Project Number: 38-07

Total Number of Units: 60

<b>Disabled Residents</b>	
<b>2001</b>	4%
<b>12/31/2006</b>	7%
<b>Percentage Change</b>	+3%

<b>Race</b>			
	<b>White</b>	<b>Black</b>	<b>American Indian/Asian Pacific</b>
<b>2001</b>	100%	0%	0%
<b>12/31/2006</b>	98%	2%	0%
<b>Percentage Change</b>	-2%	+2%	0%

<b>Hispanic/Non-Hispanic</b>		
	<b>Hispanic</b>	<b>Non-Hispanic</b>
<b>2001</b>	0%	100%
<b>12/31/2006</b>	0%	100%
<b>Percentage Change</b>	0%	0%

# Old Forge Development

Project Number: 38-08

Total Number of Units: 124

Disabled Residents	
<b>2001</b>	13%
<b>12/31/2006</b>	29%
<b>Percentage Change</b>	+16%

Race			
	White	Black	American Indian/Asian Pacific
<b>2001</b>	100%	0%	0%
<b>12/31/2006</b>	97%	3%	0%
<b>Percentage Change</b>	-3%	+3%	0%

Hispanic/Non-Hispanic		
	Hispanic	Non-Hispanic
<b>2001</b>	2%	98%
<b>12/31/2006</b>	4%	96%
<b>Percentage Change</b>	+2%	-2%

## Jessup Development

Project Number: 38-09

Total Number of Units: 76

<b>Disabled Residents</b>	
<b>2001</b>	31%
<b>12/31/2006</b>	26%
<b>Percentage Change</b>	-5%

<b>Race</b>			
	<b>White</b>	<b>Black</b>	<b>American Indian/Asian Pacific</b>
<b>2001</b>	98%	2%	0%
<b>12/31/2006</b>	93%	7%	0%
<b>Percentage Change</b>	-5%	+5%	0%

<b>Hispanic/Non-Hispanic</b>		
	<b>Hispanic</b>	<b>Non-Hispanic</b>
<b>2001</b>	0%	100%
<b>12/31/2006</b>	8%	92%
<b>Percentage Change</b>	+8%	-8%

## Dickson City Development

Project Number: 38-10

Total Number of Units: 69

Disabled Residents	
2001	18%
12/31/2006	21%
Percentage Change	+3%

Race			
	White	Black	American Indian/Asian Pacific
2001	100%	0%	0%
12/31/2006	95%	5%	0%
Percentage Change	-5%	+5%	0%

Hispanic/Non-Hispanic		
	Hispanic	Non-Hispanic
2001	4%	96%
12/31/2006	11%	89%
Percentage Change	+7%	-7%

# Taylor Development

Project Number: 38-12

Total Number of Units: 100

<b>Disabled Residents</b>	
<b>2001</b>	26%
<b>12/31/2006</b>	25%
<b>Percentage Change</b>	-1%

<b>Race</b>			
	<b>White</b>	<b>Black</b>	<b>American Indian/Asian Pacific</b>
<b>2001</b>	98%	2%	0%
<b>12/31/2006</b>	97%	3%	0%
<b>Percentage Change</b>	-1%	+1%	0%

<b>Hispanic/Non-Hispanic</b>		
	<b>Hispanic</b>	<b>Non-Hispanic</b>
<b>2001</b>	3%	97%
<b>12/31/2006</b>	25%	75%
<b>Percentage Change</b>	+22%	-22%

## Blakely Development

Project Number: 38-13

Total Number of Units: 101

Disabled Residents	
2001	7%
12/31/2006	12%
Percentage Change	+5%

Race			
	White	Black	American Indian/Asian Pacific
2001	94%	6%	0%
12/31/2006	91%	7%	0%
Percentage Change	-3%	+3%	0%

Hispanic/Non-Hispanic		
	Hispanic	Non-Hispanic
2001	6%	94%
12/31/2006	9%	91%
Percentage Change	+3%	-3%

## South Abington Township Development

Project Number: 38-14  
Total Number of Units: 60

Disabled Residents	
<b>2001</b>	18%
<b>12/31/2006</b>	8%
<b>Percentage Change</b>	-10%

Race			
	White	Black	American Indian/Asian Pacific
<b>2001</b>	100%	0%	0%
<b>12/31/2006</b>	100%	0%	0%
<b>Percentage Change</b>	0%	0%	0%

Hispanic/Non-Hispanic		
	Hispanic	Non-Hispanic
<b>2001</b>	0%	100%
<b>12/31/2006</b>	2%	98%
<b>Percentage Change</b>	+2%	-2%

## Jermyn Development

Project Number: 38-15  
 Total Number of Units: 52

Disabled Residents	
<b>2001</b>	40%
<b>12/31/2006</b>	18%
<b>Percentage Change</b>	-22%

Race			
	White	Black	American Indian/Asian Pacific
<b>2001</b>	100%	0%	0%
<b>12/31/2006</b>	93%	7%	0%
<b>Percentage Change</b>	-7%	+7%	0%

Hispanic/Non-Hispanic		
	Hispanic	Non-Hispanic
<b>2001</b>	2%	98%
<b>12/31/2006</b>	5%	95%
<b>Percentage Change</b>	+3%	-3%

# Dickson City Development

Project Number: 38-16

Total Number of Units: 31

Disabled Residents	
<b>2001</b>	6%
<b>12/31/2006</b>	1%
<b>Percentage Change</b>	-5%

Race			
	White	Black	American Indian/Asian Pacific
<b>2001</b>	100%	0%	0%
<b>12/31/2006</b>	100%	0%	0%
<b>Percentage Change</b>	0%	0%	0%

Hispanic/Non-Hispanic		
	Hispanic	Non-Hispanic
<b>2001</b>	0%	100%
<b>12/31/2006</b>	0%	100%
<b>Percentage Change</b>	0%	0%

# Throop Development

Project Number: 38-17

Total Number of Units: 50

Disabled Residents	
<b>2001</b>	8%
<b>12/31/2006</b>	4%
<b>Percentage Change</b>	-4%

Race			
	White	Black	American Indian/Asian Pacific
<b>2001</b>	96%	4%	0%
<b>12/31/2006</b>	88%	6%	6%
<b>Percentage Change</b>	-8%	+2%	+6%

Hispanic/Non-Hispanic		
	Hispanic	Non-Hispanic
<b>2001</b>	0%	100%
<b>12/31/2006</b>	19%	81%
<b>Percentage Change</b>	+19%	-19%

# Olyphant Development

Project Number: 38-18

Total Number of Units: 50

<b>Disabled Residents</b>	
<b>2001</b>	15%
<b>12/31/2006</b>	7%
<b>Percentage Change</b>	-8%

<b>Race</b>			
	<b>White</b>	<b>Black</b>	<b>American Indian/Asian Pacific</b>
<b>2001</b>	90%	10%	0%
<b>12/31/2006</b>	89%	11%	0%
<b>Percentage Change</b>	-1%	+1%	0%

<b>Hispanic/Non-Hispanic</b>		
	<b>Hispanic</b>	<b>Non-Hispanic</b>
<b>2001</b>	7%	93%
<b>12/31/2006</b>	41%	59%
<b>Percentage Change</b>	+34%	-34%

## Dunmore Development

Project Number: 38-22  
Total Number of Units: 50

Disabled Residents	
<b>2001</b>	4%
<b>12/31/2006</b>	1%
<b>Percentage Change</b>	-3%

Race			
	White	Black	American Indian/Asian Pacific
<b>2001</b>	98%	2%	0%
<b>12/31/2006</b>	100%	0%	0%
<b>Percentage Change</b>	+2%	-2%	0%

Hispanic/Non-Hispanic		
	Hispanic	Non-Hispanic
<b>2001</b>	2%	98%
<b>12/31/2006</b>	0%	100%
<b>Percentage Change</b>	-2%	+2%

## Archbald Development

Project Number: 38-24  
Total Number of Units: 8

Disabled Residents	
<b>2001</b>	*
<b>12/31/2006</b>	1%
<b>Percentage Change</b>	*

\* MTCS did not tally due to insufficient data

Race			
	White	Black	American Indian/Asian Pacific
<b>2001</b>	*	*	*
<b>12/31/2006</b>	100%	0%	0%
<b>Percentage Change</b>	*	*	*

\* MTCS did not tally due to insufficient data

Hispanic/Non-Hispanic		
	Hispanic	Non-Hispanic
<b>2001</b>	*	*
<b>12/31/2006</b>	0%	100%
<b>Percentage Change</b>	*	*

\* MTCS did not tally due to insufficient data

## **Attachment M**

### **Housing Authority of the County of Lackawanna**

#### **Annual Plan**

**Fiscal Year 07/01/2007 – 06/30/2008**

#### **Violence Against Women Act (VAWA) Report**

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

**Through cooperation with the local domestic violence agencies and borough police departments, any cases of violence as described are referred for assistance. The local domestic violence agency is the Women's Resource Center**

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

**Program staff at the Women's Resource Center is aware of our housing programs and make client referrals to our office. Apparently eligible clients are placed on our waiting list. The Housing Authority has a local preference for victims of domestic violence for admissions to its public housing program. This preference is also being added to our Housing Choice Voucher Program, effective upon HUD approval of our 07/01/2007 Annual Agency Plan.**

**For persons already living in a public housing or Housing Choice Voucher unit who become victims as described, and/or those who cannot be immediately assisted, these are referred to the Women's Resource Center and local police departments.**

**An applicant or participant 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.**

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

**The same methods as described herein are used, making referrals to the Women's Resource Center for counseling and support services, and attempting to enforce orders of protection with the cooperation of Police Department personnel.**

**Attachment N**

**Housing Authority of the County of Lackawanna**

**Annual Plan**

**Fiscal Year 07/01/2007 – 06/30/2008**

**Section 8 Homeownership Capacity Statement**

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- a.  Establishing a minimum homeowner down payment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.

**The Housing Authority of the County of Lackawanna Section 8 Homeownership Policy (Section 22.9 of the Administrative Plan) requires that:**

**A purchasing family must invest at least three percent of the purchase price of the home they are buying in the property. This can take the form of a down payment, closing costs, or a combination of the two. Of this sum, at least one percent of the purchase price must come from the family's personal resources**

- b.  Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.

- c.  Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below).

**The Housing Authority of the County of Lackawanna has partnered with the following agencies:**

**Neighborhood Housing Services of Lackawanna County – 25 years experience**

**Lackawanna County Office of Economic & Community Development – 25 years experience**

- d.  Demonstrating that it has other relevant experience (list experience below).