

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

PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009

Annual Plan for Fiscal Year 2008

**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: Kankakee County Housing Authority **PHA Number:**
IL039

PHA Fiscal Year Beginning: (mm/yyyy) 07/2008

PHA Programs Administered:

Public Housing and Section 8 **Section 8 Only** **Public Housing Only**
 Number of public housing units: 224 Number of S8 units: Number of public housing units:
 Number of S8 units: 541

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

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

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

- Main business office of the PHA
- PHA development management offices

Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2005 - 2009
[24 CFR Part 903.5]

A. Mission

- 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:

MISSION:

The KCHA is committed to providing and ensuring quality affordable housing by being a leader in the industry by setting standards.

The KCHA is committed to establishing creative partnerships and sound economic practices to benefit the community as a whole.

VISION:

The KCHA's vision is to:

- Expand housing choices and options for our community.
- Promote understanding about what our products and services are by educating the public through the use of public relations and marketing activities.
- Be recognized as a leader and role model in the housing industry.
- Make a significant and positive contribution in the community by creating partnerships with the various community services such as law enforcement, schools, other service associates and the private sector.

VALUES:

The KCHA is committed and dedicated to becoming the recognized leader in the housing industry by:

- Being accountable to our customers, the community, and all of those with whom we partner and interact with.
- Striving for excellence through active communication, cooperation and integrity.
- Using our creativity to grow so all of our customers, partners, our community and our Agency will benefit and prosper.

B. Goals

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: Expand S8 Homeownership vouchers
 - Reduce public housing vacancies: Improve vacancy turnaround. Look at PBV opportunities for new and rehab affordable housing.
 - Leverage private or other public funds to create additional housing opportunities: CFFP, Tax Credits, other public or private funds/grants
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score) 2008 = 92
 - Improve voucher management: (SEMAP score) 2008 = 130
 - Increase customer satisfaction: By continued identification of residents needs.
 - Concentrate on efforts to improve specific management functions: Through staff recruitment and training, KCHA intends to increase general staff skills in Maintenance, Finance, Modernization, Housing and Operations functions.
 - Renovate or modernize public housing units: Through the use of capital funds;
Complete Tax Credit Program to renovate Azzarelli Towers; Look at other grants and funding for renovation of other developments.
 - Demolish or dispose of obsolete public housing: Through Tax Credit programs build new and/or HOPE VI funds if available.
 - Provide replacement public housing: Through RHF funds, tax credits, and other public and or private financing.
 - Provide replacement vouchers:
 - Other: (list below)
- PHA Goal: Increase assisted housing choices
Objectives:
- Provide voucher mobility counseling:
 - Conduct outreach efforts to potential voucher landlords: Continue meetings with local landlords association: Ongoing
 - Increase voucher payment standards: flexible payment standards up to 110% FMR
 - Implement voucher homeownership program: In progress

- Implement public housing or other homeownership programs: Through tax credits; through Section 8 Homeownership program
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers: Azzarelli Towers project (PBV): Look into options of voluntary conversion and/or relocation 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: by promoting KCHA working preferences.
 - 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: Continue cooperation agreements with City Police and further surveillance devices at highrises/family sites
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other: Identify more vouchers under HCV program to enable persons with disabilities (elderly and non elderly) to access affordable housing.

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: through S8 FSS program; look at grants for ROSS for PH
 - Provide or attract supportive services to improve assistance recipients' employability: ongoing thru FSS program and Housing Continuum
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities. Ongoing thru FSS program and through Options Center for Independent Living
 - 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: Promote equal opportunity application processes
 - 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: Improve quality of maintenance work and use CFP funds to modernize units in Public Housing
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: With the use of CFP, provide additional accessible units (various types) for persons with various disabilities – Identify more vouchers under HCV program for persons with disabilities (elderly and non-elderly) to access affordable housing.
 - Other: (list below)

Other PHA Goals and Objectives: (list below)

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

i. Annual Plan Type:

- Standard Plan**
- 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.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

Table of Contents

	<u>Page #</u>
Annual Plan	
i. Executive Summary	
ii. Table of Contents	
1. Housing Needs	6
2. Financial Resources	12
3. Policies on Eligibility, Selection and Admissions	13
4. Rent Determination Policies	21
5. Operations and Management Policies	26
6. Grievance Procedures	27
7. Capital Improvement Needs	28
8. Demolition and Disposition	32
9. Designation of Housing	33
10. Conversions of Public Housing	34
11. Homeownership	35
12. Community Service Programs	36
13. Crime and Safety	39
14. Pets (Inactive for January 1 PHAs)	41
15. Civil Rights Certifications (included with PHA Plan Certifications)	41
16. Audit	41
17. Asset Management	41
18. Other Information	42

Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration **ATTACHMENT A**
- FY 2008 Capital Fund Program Annual Statement **(Page 29 and 30)**
- Most recent board-approved operating budget
(Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- List of Resident Advisory Board Members **ATTACHMENT B**
- List of Resident Board Member: **(Commissioner Milton Jones, Azzarelli Building)**
- Community Service Description of Implementation **ATTACHMENT C**
- Information on Pet Policy **ATTACHMENT D**
- Section 8 Homeownership Capacity Statement, if applicable
- Description of Homeownership Programs, if applicable **ATTACHMENT E**

Optional Attachments:

- PHA Management Organizational Chart **ATTACHMENT F**
- FY 2008 Capital Fund Program **ATTACHMENT G**
5 Year Action Plan / Progress Report
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards **ATTACHMENT H**
(must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
 - Administrative Plan Amendment -- Preferences IL039a02
 - Carbon Monoxide Detector Act Amendment Resolution IL039b02
 - Project Based Voucher Assistance IL039c02
 - Smoking Policy IL039d02
 - FY 2006 CFP Replacement Housing Report IL06R039501-06 IL039e02
 - FY 2007 CFP Annual Statement IL06P039501-07 IL039f02
 - FY 2007 CFP Replacement Housing Report IL06R039501-07 IL039g02
 - FY 2007 CFP Replacement Housing Report IL06R039502-07 IL039h02
 - FY 2008 CFP Annual Statement IL06P039501-08 IL039i02
 - FY 2008 CFP Replacement Housing Report IL06R039501-08 IL039j02
 - FY 2008 CFP Replacement Housing Report IL06R039502-08 IL039k02

Supporting Documents Available for Review

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 checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies	Annual Plan: Rent

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
	<input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
N/A	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
N/A	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 under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.	Annual Plan: Annual Audit

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
	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
N/A	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

In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	2,556	5	4	3	3	N/A	N/A
Income >30% but <=50% of AMI	2,749	5	4	3	3	N/A	N/A
Income >50% but <80% of AMI	5,934	4	4	3	3	N/A	N/A
Elderly	17,608	5	4	3	5	N/A	N/A
Families with Disabilities	5,456	5	4	3	5	N/A	N/A
Race/Ethnicity White	80,829	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity Black	16,065	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity Hispanic	4,959	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity Other	1,980	N/A	N/A	N/A	N/A	N/A	N/A

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: State of Illinois Year 2007 Consolidated Plan Performance Report;
County 2005 – 2010 Consolidated Plan
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)
2000 Census data for Kankakee County, Illinois

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

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	1157	100%	50
Extremely low income <=30% AMI	1138	98.1%	
Very low income (>30% but <=50% AMI)	19	1.9%	
Low income (>50% but <80% AMI)	---	zero	
Families with children	949	82%	
Elderly families	38	3.3%	
Families with Disabilities	170	14.7%	
Race/ethnicity White	183	15.9%	
Race/ethnicity Black	925	79.9%	
Race/ethnicity Hispanic	13	1.1%	
Race/ethnicity Other	36	3.1%	
Characteristics by Bedroom Size (PH Only)			
	As of 1/29/08		
1BR	253	21.8%	
2 BR	474	41.0%	
3 BR	342	29.6%	
4 BR	74	6.4%	
5 BR	14	1.2%	
5+ BR	---		

Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)? No Yes 2, 3, 4, 5 bedroom lists

If yes:

How long has it been closed (# of months)? Since 11/2007

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

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

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

Section 8 tenant-based assistance

Public Housing

Combined Section 8 and Public Housing

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

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	1143	100%	N/A
Extremely low income <=30% AMI	409	35.8%	N/A
Very low income (>30% but <=50% AMI)	544	47.6%	N/A
Low income (>50% but <80% AMI)	190	16.6%	N/A
Families with children	1002	87.7%	N/A
Elderly families	22	1.9%	N/A
Families with Disabilities	119	10.4%	N/A
Race/ethnicity White	257	22.5%	N/A
Race/ethnicity Black	856	74.9%	N/A
Race/ethnicity Hispanic	14	1.2%	N/A
Race/ethnicity Other	5	0.4%	N/A
Race/American Indian	11	1.0%	N/A

Housing Needs of Families on the Waiting List

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

If yes:

How long has it been closed (# of months)? Since 12/2007

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

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

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

- Apply for additional section 8 units should they become available

- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: Applying to State of Illinois Rental Housing Support Program for moneys to assist in housing rental payments; Looking to apply for USDA Rural Housing Programs.

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: Identify additional vouchers for persons with disabilities (elderly and non elderly) to access affordable housing.

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 (Major issues)
- 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)]

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2008 grants)		
a) Public Housing Operating Fund	690,396	Operations
b) Public Housing Capital Fund	343,360	Capital Improvements
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	2,260,000	HAP
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
FSS Coordinator Grant	42,484	FSS Program Admin
2. Prior Year Federal Grants (unobligated funds only-list below)		
IL06P039-50107	230,466	Capital Improvements
IL06R039-50107	542	RHF Improvements
IL06R039-50207	542	RHF Improvements
3. Public Housing Dwelling Rental Income	268,579	Operations
4. Other income (list below)		
5. Non-federal sources (list below)		
State of IL Rental Housing Support Program (RHS)	273,121	Housing Asst. Payments (Estimated)
Total resources	4,109,490	

1a. Operating fund projected at 84% funding level based on 2008 congressional appropriations and also reduced due to conversion of 75 ACC units (Azzarelli) to PBV.

1b. CFP fund projected at 89% funding level based on congressional appropriations and also reduced due to Azzarelli project.

3. Dwelling rental figured on 224 ACC units after Azzarelli project.

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

(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: Upon availability within 30 days.
- Other: (describe)

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

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

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

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

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

(2)Waiting List Organization

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

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

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

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

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

1. How many site-based waiting lists will the PHA operate in the coming year? one
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? One – Azzarelli Tower (tax credit project – outside main PH waiting list)
3. Yes No: May families be on more than one list simultaneously
If yes, how many lists? No Limit
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
 - PHA main administrative office
 - All PHA development management offices
 - Management offices at developments with site-based waiting lists
 - At the development to which they would like to apply
 - Other (list below)

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
 - One
 - Two
 - Three or More
- b. Yes No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

- a. Income targeting:
 - Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
In what circumstances will transfers take precedence over new admissions? (list below)

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

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

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

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

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

Adoption of site based waiting lists If selected, list targeted developments below:

Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments If selected, list targeted developments below:

Employing new admission preferences at targeted developments
If selected, list targeted developments below: IL039-003 / 006 / 007

Other (list policies and developments targeted below)

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

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

Additional affirmative marketing

Actions to improve the marketability of certain developments

Adoption or adjustment of ceiling rents for certain developments

Adoption of rent incentives to encourage deconcentration of poverty and income-mixing

Other (list below)

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

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

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

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

B. Section 8

(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)

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)

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

- PHA main administrative office
- Other (list below)

(3) Search Time

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

If yes, state circumstances below:

- *Extenuating circumstances, such as hospitalization or family emergency, which has affected the family's ability to find a unit within the 60 day period. Verification is required.*
- *KCHA is satisfied that the family has made a reasonable effort to locate a unit, including seeking the assistance of the KCHA, throughout the initial 60 day period. A completed search record is required.*
- *The family was prevented from finding a unit due to disability accessibility requirements or large size bedroom unit requirement. The record search is part of the required verification.*
- *If the vacancy rate for rental housing in the jurisdiction is less than 5%. Two extensions will be granted automatically on request up to a total of 60 days.*

(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.

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- 2 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
- 1 Households that contribute to meeting income goals (broad range of incomes)
- 1 Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

(1) Income Based Rent Policies

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

The family has lost eligibility for or is applying for an eligibility determination for a Federal, State or local assistance program;

The family would be evicted as result of the imposition of the minimum rent requirements;

The income of the family has decreased because of changed circumstances, including loss of employment;

A death in the family has occurred; or

Other circumstances as determined by KCHA

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

f. Rent re-determinations:

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

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

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

(1) Payment Standards

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)

The family has lost eligibility or is awaiting an eligibility determination for Federal, State or local assistance.

The family would be evicted as a result of the imposition of the minimum rent requirements

The income of the family has decreased because of changed circumstances including loss of employment, death in the family or other circumstances as determined by the PHA or HUD.

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

A. PHA Management Structure

(select one)

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

B. HUD Programs Under PHA Management

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	297	50
Section 8 Vouchers	499	50
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs (list individually)	N/A	N/A

C. Management and Maintenance Policies

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

- *Admissions and Continued Occupancy Policy*
- *Capitalization and Depreciation Policy*
- *Collection Loss Charge Off Policy*
- *Community Service Policy*
- *Disaster Recovery Plan*
- *Disposition Policy*
- *Dress Code Policy*
- *Emergency Management Plan*
- *Fraud Control*
- *Grievance Procedure*
- *Investment Policy*
- *Limited Access and Barring Policy (No Trespass)*
- *Maintenance Plan*

- *Personnel Policy*
- *Pet Policy*
- *Petty Cash Policy*
- *Procurement Policy*
- *Rent Collection Policy*
- *Resident Fire Prevention Policy*
- *Return to Work Policy*
- *Rules of Conduct Policy*
- *Security of Confidential Information Policy*
- *Smoking Policy*
- *Travel Policy*
- *Vehicle Operation & Risk Management Policy*
- *Voicemail/E-mail/Internet Policy*

(2) Section 8 Management: (list below)

- *Administrative Plan*
- *Dress Code Policy*
- *EIV Use*
- *EIV Security*
- *Emergency Management Plan*
- *Fraud Control*
- *FSS Action Plan*
- *Personnel Policy*
- *Return to Work Policy*
- *Rules of Conduct Policy*
- *Section 8 Homeownership Program*
- *Security of Confidential Information Policy*
- *Smoking Policy*
- *Travel Policy*
- *Vehicle Operation and Risk Management Policy*
- *Voicemail/E-mail/Internet Policy*

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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)]

A. Capital Fund Activities

(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

-or-

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

**PHA Plan
Table Library**

**Component 7
Capital Fund Program Annual Statement
Parts I, II, and III**

**Annual Statement
Capital Fund Program (CFP) Part I: Summary**

Capital Fund Grant Number IL06P039501-08 FFY of Grant Approval: 05/2008

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	68,672
3	1408 Management Improvements	68,672
4	1410 Administration	34,336
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	15,000
8	1440 Site Acquisition	
9	1450 Site Improvement	20,000
10	1460 Dwelling Structures	124,680
11	1465.1 Dwelling Equipment-Nonexpendable	10,000
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	2,000
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	343,360
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	5,000
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

NOTE: May allocate monies to HUD approved CFFP.

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
IL039-003, 006, 007	Operations (contribution to operating budget)	1406	68,672
IL039-003, 006, 007	Management Improvements (AMP's)	1408	68,672
COCC	Administration (contract)	1410	34,336
IL039-003, 006, 007	Fees and Costs (AMP's)	1430	15,000
IL039-003, 006, 007	Site Improvement	1450	20,000
IL039-003, 006, 007	Dwelling Structures	1460	124,680
IL039-003, 006, 007	Dwelling Equipment-Nonexpendable	1465.1	10,000
IL039-003, 006, 007	Nondwelling Equipment	1475	2,000

NOTE: May allocate monies to HUD approved CFFP.

Annual Statement
Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
COCC	6/10	6/10
IL039-003, 006, 007	6/10	6/12

(2) Optional 5-Year Action Plan

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

b. If yes to question a, select one:

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

-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)**

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: PHA WIDE

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: PHA WIDE

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: Project 3, if possible, thru

Tax

Credits and/or Hope VII, demolish and rebuilt property

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

2. Activity Description

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

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

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)]

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

2. Activity Description

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

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

Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> 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

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

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <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:

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)]

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- Yes No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)? *If yes, what was the date that agreement was signed? DD/MM/YY*

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

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

Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

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

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2008 Estimate)	Actual Number of Participants (As of: DD/MM/YY 01/04/08)
Public Housing	N/A	N/A
Section 8	36	36

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

C. Welfare Benefit Reductions

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

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

All of KCHA's developments are affected: IL039-003, IL039-004, IL039-006, and IL039-007.

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)

All of KCHA's developments are affected: IL039-003, IL039-004, IL039-006, IL039-007

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)

All of KCHA's developments are affected: IL039-003, IL039-004, IL039-006, IL039-007.

D. Additional information as required by PHDEP/PHDEP Plan

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2005 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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 G

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: Self-nomination to Kankakee County Board – The County Board interviews prospective candidates and elects them to position.

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: State of Illinois

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

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

Other: (list below)

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

- Planning and Coordination Activities

- For the last five years, the Consolidated Plan-Action Plan and the Annual Performance Report, documents have been sent in a special mailing to all PHAs in Illinois. PHAs are now part of the regular distribution process for Consolidated Plan documents.
- PHAs are specifically sent a mailing inviting them to attend the public hearings on the 2008 Consolidated Plan.
- IHDA Office of Housing and Coordination Services also provided Consolidated Plan /CHAS data to approximately 40 PHAs from its 1995 Consolidated-Regional Data Supplement. The latter provided some 18 tables of housing/income/population data by

county (mostly 1990 Census) which allowed PHAs to access such market and needs data for their jurisdictions for their Agency Plans.

- IHDA took on an additional role of certifying the Consistency of PHA Agency Plans with the State Consolidated Plan (for all PHAs service non-Entitlement areas which are not covered by a local Consolidated Plan) in 1999. To facilitate for better communications, a September 2, 1999 memo was sent out to all PHAs to explain the State's process, and even included IHDA's internal review forms. A similar, updated memo was sent out to all PHAs in 2001 and 2003. IHDA also kept the Illinois Association of Housing Authorities (IAHA) and the Illinois Chapter of the National Association of Housing and Redevelopment Officials (NAHRO) informed of these new procedures by attending targeted meetings of these organizations to make presentations and answer questions about the process to/from PHA officials.
 - IHDA will benefit from reviewing the Agency Plans by obtaining information on PHA waiting lists (for both public housing and Section 8 rental assistance) and planned redevelopment activities (e.g. HOPE VI, mixed-income developments, or otherwise). These hopefully will assist IHDA in both its future site and market studies and in future program planning.
 - IHDA has provided HUD and PHAs with needed information on its programs regarding proposed PHA purchases/assumptions of mortgages on UDSA-Rural Development – Section 511 Rural Rental Housing Properties located in these PHA jurisdictions.
 - Due to increased emphasis on further meeting the housing needs of identified underserved populations, the State (primarily through IHDA) plans to continue expansion of its funding activities with public housing authorities and their non-profit subsidiaries. Besides HOPE VI redevelopments and mixed-finance opportunities (e.g., Trust Fund, LIHTC, HOME funding), IHDA anticipates working with PHAs in the near future on Capital Fund projects including but not limited to bond-financing by using future anticipated grant funding to securitize them, thereby allowing public PHAs to accelerate their Capital Fund redevelopment and rehabilitation, and new construction activities.
- Technical Assistance – IHDA will continue to work with PHAs on an as needed basis to help address their needs for accessing housing technical and financial assistance resources. Recent examples have included the following: a planned PHA workshop on the formation and development of housing non-profits, assistance in referrals for obtaining local PHA market studies, supportive housing workshops, referrals to other funding sources for operations (e.g. Illinois Facilities Fund), State letters of support for HOPE VI applications and similar efforts.
 - Related Roles – PHAs are regularly contacted by IHDA or its independent contractors when conducting site and market studies to seek their input on local market conditions and PHA inventory/waiting list vacancies. IHDA also hopes to further involve qualified, interested PHAs in property management roles with IHDA-assisted properties, and sees this as a largely untapped resources for many areas of the state.

D. Other Information Required by HUD

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

Public Housing Agency Plan Provision – Annual Plan Kankakee County Housing Authority

Domestic Violence, Dating Violence, Sexual Assault, Stalking:

The Kankakee County Housing Authority (KCHA) has adopted a policy (the KCHA VAWA Policy”) to implement applicable provisions of the Violence Against Women and Department of Justice Reauthorization Act of 2005 (Pub. L. 109-162) (VAWA). KCHA’s goals, objectives and policies to enable KCHA to serve the needs of child and adult victims of domestic violence, dating violence and stalking, as defined in VAWA, are stated in the KCHA VAWA Policy. In addition:

- A. The following activities, services, or programs are provided by KCHA, directly or in partnership with other service providers, to child and adult victims of domestic violence, dating violence, sexual assault or stalking:
 - Referrals to Kankakee County Victims Assistant Program
 - Referrals to Aunt Martha’s Domestic Victims Program

- B. The following activities, services, or programs are provided by KCHA to help child and adult victims of domestic violence, dating violence, sexual assault, or stalking maintain housing: ***NONE***

- C. The following activities, services or programs are provided by KCHA to prevent domestic violence, dating violence, sexual assault and stalking, or to enhance victim safety in assisted families: ***NONE***

ATTACHMENTS



**Attachment A –
Admissions Policy for Deconcentration**

DECONCENTRATION ANALYSIS AND ADMISSIONS POLICY

In accordance with the requirements of the Public Housing Reform Act and 24 CFR 903, the Kankakee County Housing Authority (KCHA) performed an analysis of the income levels of its two (2) general occupancy developments to determine if income disparities exist between the sites. The analysis of available public housing occupancy data as of December 2006, indicates that the average income at all covered developments is \$9,977 and the average incomes at KCHA developments are as follows:

Development No.	Development Name	No. of Units	Average Income	Established Income Range (85% - 115%)
IL039-003	Wild Wood	76	\$11,147	112%
IL039-007	Evergreen	20	\$8,620	86%

As this analysis indicates, none of KCHA's covered developments fall outside of the Established Income Range of 85% to 115% of the PHA-wide average income for all covered developments.

It is the policy of the KCHA to provide for the deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments should there exist a large disparity in average incomes in the future. Toward this end, and to meet future deconcentration goals, KCHA revised its current Admissions and Continued Occupancy Policy to provide for skipping particular families on its waiting list (s) and/or offering one or more incentives to encourage applicant families and resident families seeking voluntary transfers to consider occupancy in developments which the Authority is attempting to deconcentrate.

Various activities may be used at different times or under different conditions; however, these actions will always be offered in a consistent and nondiscriminatory manner. In no way does KCHA's deconcentration policy establish quotas by development nor does it impose requirements on families to live in a property to which they are not interested.

KCHA will continue to monitor HUD deconcentration regulations and make any necessary adjustments to this Policy as may be determined necessary.

**Attachment B –
List of Resident Advisory Board Members**

Kankakee County Housing Authority

Resident Advisory Board Members

Annual Plan 2008

Public Housing:

Midtown – Mr. Ted Chandler
Family Sites – Ms. Teva Brooks (Harbor)
Family Sites – Ms. Ranetti Woods (Evergreen)

Section 8:

Ms. Deborah Hopkins, Kankakee, IL 60901

**Attachment C –
Community Service Description of Implementation**

June 10, 2004

TO ALL RESIDENTS

EFFECTIVE JULY 10, 2004

COMMUNITY SERVICE POLICY

This policy will become effective upon lease execution or your next re-examination. If you have any questions you can contact your perspective Housing Manager.

(As approved in KCHA ACOP, Section VI. Lease, B. Eight Hour Service Requirement)

COMMUNITY SERVICE AND SELF-SUFFICIENCY POLICY

A. Background

The Quality Housing and Work Responsibility Act of 1998 requires that all non-exempt (see definitions) public housing adult residents (18 or older) contribute eight (8) hours per month of community service (volunteer work) or participate in eight (8) hours of training, counseling, classes or other activities that help an individual toward self-sufficiency and economic independence. This is a requirement of the Public Housing Lease.

B. Definitions

Community Service – volunteer work which includes, but is not limited to:

- * Work at a local institution including but not limited to: school, child care center, hospital, hospice, recreation center, senior center, adult day care center, homeless shelter, indigent feeding program, cooperative food bank, etc.;
- * Work with a non-profit organization that serves PHA residents or their children such as: Boy Scouts, Girl Scouts, Boys or Girls clubs, 4-H program, PAL, Garden Center, Community clean-up programs, other youth or senior organizations;
- * Work at the Authority to help improve physical conditions;
- * Work at the Authority to help with children's programs;
- * Work at the Authority to help with senior programs;
- * Helping neighborhood groups with special projects;
- * Working through resident organization to help other residents with problems, serving as an officer in a Resident organization, serving on the Resident Advisory Board; and
- * Caring for the children of other residents so they may volunteer.

NOTE: Political activity is excluded.

Self-Sufficiency Activities – activities that include, but are not limited to:

- * Job readiness programs;
- * Job training programs;
- * GED classes;
- * Substance abuse or mental health counseling;
- * English proficiency or literacy (reading) classes;
- * Apprenticeships;
- * Budgeting and credit counseling;
- * Any kind of class that helps a person toward economic independence; and
- * Full time student status at any school, college or vocational school.

Exempt Adult – an adult member of the family who

- * Is 62 years of age or older;
- * Has a disability that prevents him/her from being gainfully employed;
- * Is the caretaker of a disabled person;
- * Is working at least 20 hours per week; or
- * Is participating in a welfare to work program.

Requirements of the Program

1. The eight (8) hours per month may be either volunteer work or self-sufficiency program activity, or a combination of the two.
2. At least eight (8) hours of activity must be performed each month. An individual may not skip a month and then double up the following month, unless special circumstances warrant special consideration. The Authority will make the determination of whether to allow or disallow a deviation from the schedule.
3. Activities must be performed within the community and not outside the jurisdictional areas of the Authority.
4. Family obligations. At lease execution or re-examination after February 1, 2000, all adult members (18 or older) of a public housing resident family must provide documentation that they are exempt from Community Service requirement if they qualify for an exemption, and sign a certification that they have received and read this policy and understand that if they are not exempt, failure to comply with the Community Service requirement will result in non-renewal of their lease.

At each annual re-examination, non-exempt family members must present a completed documentation form (to be provided by the Authority) of activities performed over the previous twelve (12) months. This form will include places for signatures of supervisors, instructors, or counselors certifying to the number of hours contributed.

If a family member is found to be non-compliant at re-examination, he/she and the Head of Household will sign an agreement with the Authority to make up the deficient hours over the next twelve (12) month period.

5. Change in exempt status:

If, during the twelve (12) month period, a non-exempt person becomes exempt, it is his/her responsibility to report this to the Authority and provide documentation of such.

If, during the twelve (12) month period, an exempt person becomes non-exempt, it is his/her responsibility to report this to the Authority. The Authority will provide the person with the Recording/Certification documentation form and a list of agencies in the community that provide volunteer and/or training opportunities.

D. Authority obligations

1. To the greatest extent possible and practicable, the Authority will provide names and contacts at agencies that can provide opportunities for residents, including disabled, to fulfill their Community Service obligations. (*According to the Quality Housing and Work Responsibility Act, a disabled person who is otherwise able to be gainfully employed is not necessarily exempt from the Community Service requirement*); and provide in house opportunities for volunteer work or self-sufficiency programs.
2. The Authority will provide the family with exemption verification forms and Recording/Certification documentation forms and a copy of this policy at initial application and at lease execution.
3. The Authority will make the final determination as to whether or not a family member is exempt from the Community Service requirement. Residents may use the Authority's Grievance Procedure if they disagree with the Authority's determination.
4. Non-compliance of family member:

At least thirty (30) days prior to annual re-examination and/or lease expiration, the Authority will begin reviewing the exempt or non-exempt status and compliance of family members:

If the Authority finds a family member to be non-compliant, the Authority will enter into an agreement with the non-compliant member and the Head of Household to make up the deficient hours over the next twelve (12) month period;

If, at the next annual re-examination, the family member still is not complaint, the lease will not be renewed and the entire family will have to vacate, unless the non-compliant member agrees to move out of the unit;

The family may use the Authority's Grievance Procedure to protest the lease termination.

Attachment 1
Community Service Exemption Certification

I certify that I am eligible for an exemption from the Community Service requirement for the following reason:

_____ I am 62 or older

_____ I have a disability which prevents me from working
(Certification of Disability Form will serve as documentation)

_____ I am working
(Employment Verification form will serve as documentation)

_____ I am participating in Welfare to work Program
(Must provide verification letter from agency)

_____ I am receiving TANF and am participating in a required economic self-sufficiency program or work activity.
(Must provide verification from the funding agency that you are complying with job training or work requirements)

_____ I am a full time student
(Must provide verification letter from school attended)

Resident

Date

Community Service Compliance Certification

I/We have received a copy of, have read and understand the contents of the Authority's Community Service/Self-Sufficiency Policy.

I/We understand that this is a requirement of the Quality Housing and Work Responsibility Act of 1998 and that if we do not comply with this requirement, our lease will not be renewed.

Resident _____ Date _____

Resident _____ Date _____

Resident _____ Date _____

Resident _____ Date _____

**Attachment D –
Information on Pet Policy**

KANKAKEE COUNTY HOUSING AUTHORITY
185 N. ST. JOSEPH
KANKAKEE, IL 60901

Pet Policy



*Adopted: 5/17/2004
Resolution # 04-35
Effective: 7/1/2004*

PET POLICY

Overview

This policy details the requirements for a tenant to keep a pet in a Kankakee County (IL) Housing Authority (KCHA) apartment. A tenant will not keep a pet in their apartment without prior written permission from KCHA.

This policy does not apply to animals that are used to assist persons with disabilities provided that the animal has been trained to assist persons with that specific disability and the animal actually assists the person with that specific disability (See Rule 21 below). However, the pet policy does not exempt such a tenant from the requirements of the lease that prohibit any conduct which disturbs other tenants or threatens the physical or social environment.

Requirements

The KCHA will utilize the following procedures in implementing the pet policy.

Obtaining KCHA Permission: If an eligible tenant or prospective tenant wishes to obtain permission to keep a pet, KCHA staff will meet with the prospective pet owner and explain the Authority policy and review the pet rules. If KCHA finds a tenant or prospective tenant eligible to keep a pet, the tenant or prospective tenant must submit to the Authority a completed Pet Permit and Agreement Form, and pay the required security deposit.

KCHA reserves the right to deny permission to house pets which are or may be in the sole judgment of the Authority vicious or dangerous, or which are large in stature exceeding 25 pounds in weight.

Failure to Obtain Written Permission: If a tenant has not obtained written permission to keep a pet but does so anyway, the KCHA will seek to evict the tenant. If KCHA finds any unauthorized pet outside a tenant's apartment, as in their backyard or area in their exclusive control or a common area, KCHA will have the pet removed.

Complaints Against Pet Owners: In the event of complaints against approved pet owners, the KCHA shall work with the pet owner to resolve the complaints informally. If the complaints are not resolved and/or there has been a violation of the pet rules, KCHA shall impose fines in accordance with Rule 20 below.

If there are three violations, KCHA may, at its sole discretion, notify the tenant to remove the pet within ten (10) days (immediately if the animal is deemed "vicious"), terminate the pet owner's tenancy or both. Any unresolved complaints may be the subject of a grievance by the tenant under established grievance procedures, except animals deemed "vicious" by KCHA must be removed from KCHA property pending any grievance.

Amending Pet Rules: The pet policy and rules may be changed at any time by KCHA provided that tenants are given an opportunity to comment and with thirty (30) days advance notice.

Rules

- 1) Any tenant or prospective tenant who wishes to keep a pet shall request permission in writing and meet with KCHA staff and submit a photo of the pet and other required documentation.
- 2) If approved by the Authority, a Pet Permit and Agreement (Amendment of Dwelling Lease) shall be signed immediately by the tenant, with original to the tenant file and a copy in a general pet file and a copy to the tenant. This Dwelling Lease Amendment contains the rights and responsibilities of the tenant and management with respect to pet ownership.
- 3) **Only common household pets are permitted.** Common “household” pets shall be limited to domesticated dogs, cats, fish, birds and turtles that are traditionally kept in the home rather than for commercial or other purposes.
- 4) The number and size of the pet(s) is limited to one type of pet as follows:
 - a) Dogs and cats – limit of one dog or cat per household – Dogs cannot exceed 25 pounds and must be able to fit into a carrier for travel; or
 - b) Birds – limit of two per household, no larger than a parakeet – Birds must be kept in a cage at all times; or
 - c) Fish – limit of one tank per household with a maximum capacity of 20 gallons, and no more than 20 small non-poisonous fish; or
 - d) Turtles – no more than two per household, small in size. Turtles must be kept in a cage or other container at all times.
 - e) Any other pet approved by KCHA that does not threaten the health, safety and welfare of others.
- 5) All dog and cat owners must present proof that their pet is registered with the KCHA and identification tags must be worn at all times.
- 6) The tenant must be able to maintain control over their pets.
- 7) Dogs and cats must remain within the unit and not be allowed outside, unattended, at any time.
- 8) No chaining of unattended dogs permitted at any time.

- 9) Dogs must be walked while on a leash and all droppings must be removed and disposed of by the person walking the animal. Failure to do so is considered a violation of these pet rules and a \$50.00 fine will be assessed. Units, yards and KCHA property must be kept free of odors, insect infestation and pet feces, urine, waste and litter.
- 10) Cat litter boxes are required, and must be maintained in a sanitary manner and be kept free of odors and insect infestation. Used cat litter must be disposed in an appropriately wrapped and sealed heavy-duty bag.
- 11) Dogs and cats must be inoculated, and neutered or spayed with proof of licensing and inoculations according to state and local laws, and the name of the veterinarian provided to KCHA. Owners must provide a certification each year at the time of their annual reexamination that the pet continues to be in good health and has all required vaccinations. These documents will be placed in the tenant file along with a fully executed pet agreement.
- 12) Any animal that is used to threaten either people or other animals or does threaten to attack or attacks will be deemed “vicious” and barred from the development. If the tenant does not immediately remove the animal, the tenant will be in material violation of his/her lease, and may be evicted.
- 13) KCHA, at its sole discretion, may randomly and periodically inspect the units of pet owners with appropriate notice to ensure compliance.
- 14) Pets must be restrained and prevented from digging, gnawing, chewing, scratching or otherwise defacing property including doors, walls, windows, screens, floors and window coverings, other units, common areas, buildings, landscaping or shrubs.
- 15) No pet is allowed at any time in community/recreation rooms, laundry rooms or other interior or exterior sitting areas.
- 16) Pet owners shall be liable for damage caused by their pets. KCHA shall require a pet deposit of \$200.00 per pet category as defined in # 4 above.

If the tenant’s pet deposit does not cover the damages, management and the tenant will agree on a payment plan to pay for the damage as well as replacement of the pet deposit. Existing KCHA residents can pay their pet deposit in two installments.

The pet deposit is separate from, and in addition to, any security deposit held on behalf of the tenant by KCHA. The pet deposit will be returned to the pet owner within 30 days of the day the pet is removed or within 30 days of the day the tenant vacates the unit, whichever comes first, less deductions detailed in writing and reasonably related to the regulation of pets.

- 17) Tenants must board their pets (except for fish) away from the development or make other arrangements for the care of their pets when they intend to leave their unit for 24 hours or more. The Pet Permit and Agreement requires tenants to provide KCHA with the name and phone number of a relative or friend who has agreed to assume responsibility for the pet in the event of sudden illness or death of the tenant. The KCHA reserves the right to consider the presence of an unattended pet an emergency, and will enter the unit to remove the pet.
- 18) KCHA staff, including maintenance personnel, reserve the right to refuse to enter a unit to perform work where there is an unattached animal. If KCHA is unable to perform necessary work in the unit due to an unattached animal, the tenant may be terminated and evicted for failure to allow KCHA access to the unit.
- 19) Pet owners are expected to exercise responsible and courteous behavior so that the presence of their pet on the property in no way violates the rights of others to peaceful enjoyment of the premises. A tenant will be fully responsible for any disturbance or injury to other tenants or KCHA staff caused by its pet. Any disturbance or injury will be a violation of the pet policy and rules and the tenant's lease, and KCHA may at its sole discretion require the tenant to remove the pet immediately or within ten (10) days, terminate the pet owner's tenancy or both.
- 20) The KCHA may impose fines upon tenants for the violation of any pet rule contained herein. At the time a pet owner first violates any rule, the KCHA will send the owner a written warning and a \$50.00 fine will be assessed. This fine is in addition to any necessary costs of repair. The KCHA may assess additional \$50.00 fines for subsequent violations, and may request the tenant to remove the pet or be subject to eviction after three violations.
- 21) Tenants or prospective tenants who claim that a particular animal is used to assist persons with disabilities and who want to be exempt from the provisions of these Pet Rules must provide KCHA with:
 - a) A certification that the tenant or prospective tenant or a member of his or her family is a person with a disability; and
 - b) Documentation that the animal has been trained to assist persons with that specific disability and actually assists the person with that disability.
- 22) No visiting pets are allowed.

These Pet Rules are posted in the KCHA management office and are incorporated by reference into the Lease.

Kankakee County (IL) Housing Authority

PET PERMIT AND AGREEMENT
AMENDMENT OF THE DWELLING LEASE

I acknowledge that I have read, understand and agree to comply with all aspects of KCHA's Pet Policy.

I also understand that I must give to KCHA the name of an individual or Authority who will be contacted should I become incapable of caring for my pet(s) because of illness, incapacitation or death. That person or Authority is:

NAME

ADDRESS

PHONE NO.

The pet(s) I wish to keep in my dwelling unit is:

(2)

DESCRIPTION

DESCRIPTION

NAME

NAME

DATE

DATE

KCHA REPRESENTATIVE

RESIDENT

RESIDENT

RESIDENT

**Attachment E –
Homeownership Program (HCHOP)**

KANKAKEE COUNTY HOUSING AUTHORITY
185 NORTH ST. JOSEPH STREET
KANKAKEE, IL 60901

Section 8 Housing Choice
Homeownership Program (HCHOP)



Adopted: 11/28/06
Resolution #: 07-19
Effective Date: 12/1/06

TABLE OF CONTENTS

- I. Introduction
- II. Initial Requirements of HCHOP
- III. Family Eligibility Requirements (24 CFR 982.627)
- IV. Determination of Eligible Units (24 CFR 982.628)
- V. Homeownership Counseling (24 CFR 982.630)
- VI. Method of Selection of Participants
- VII. Individual/Family Search & Purchase Requirements (24 CFR 982.629)
- VIII. Contract of Sale Requirements (24 CFR 982.631)
- IX. Inspections (24 CFR 982.631)
- X. Financing Requirements (24 CFR 982.632)
- XI. Family Obligations/Continued Assistance (24 CFR 982.633)
- XII. Term of Homeownership Assistance (24 CFR 982.634)
- XIII. Homeownership Assistance Payments and Expenses (24 CFR 982.635)
- XIV. Portability Under Homeownership Program (24 CFR 982.637)
- XV. Denial or Termination of Assistance (24 CFR 982.638)
- XVI. Applicability of Other Requirements

I. Introduction

In order to expand homeownership possibilities for the low and extremely low income families and the elderly and disabled families of the community, the Kankakee County Housing Authority (KCHA) offers a Homeownership Program (HCHOP) through its' Section 8 Housing Choice Voucher Program. The program is designed to assist eligible participants to purchase a home and become homeowners. Eligible participants in the Housing Choice Voucher Program and who qualify for the HCHOP may purchase a home by using its' Section 8 Housing Assistance Payment (HAP) to pay a portion, or all, of their monthly mortgage payment, to use the HAP as a payment for a second mortgage and to count the HAP as income in determining the amount that can be borrowed. Participation in the program is strictly voluntary.

This program follows the Department of Housing & Urban Development (HUD) final rule establishing the Voucher Homeownership Program (VHO) or sometimes referred to as the Homeownership Voucher Program (HVO).

II. Initial Requirements of HCHOP

Before applicants can become eligible for the HCHOP, the following items must be satisfied:

1. The individual/family is determined to qualify for homeownership assistance (see family eligibility requirements, section III).
2. The unit is determined eligible (see eligible units, section IV).
3. The individual/family has satisfactorily completed the KCHA program of required pre-assistance homeownership counseling (see homeownership counseling, section V).
4. The individual/family must be able to demonstrate that it has been pre-qualified or pre-approved for financing.

III. Family Eligibility Requirements (24 CFR, 982.627)

A. To qualify for the HCHOP the individual/family must:

1. Be a participant in good standing in the Housing Choice Voucher Program for at least one year prior to entry into the HCHOP. (At the inception of the program, all current Section 8 HCV holders and all current FSS clients will have this requirement waived.)
2. Be enrolled or a graduate of the Section 8 Family Self Sufficiency (FSS) Program. (At the inception of the program, all current Section 8 HCV holders and all current FSS clients will have this requirement waived.)
3. Have completed a homeownership education program designated by the KCHA.

4. Be a first time homebuyer. This means that no member of the household has had an ownership interest in any residence during the three years preceding the receipt of assistance through the HCHOP.
5. The family has a minimum of \$3,000 in a Housing Authority Escrow Account, Individual Development Account (IDA) or in a personal savings.
6. Meet minimum income requirements. Eligible individuals/families must demonstrate annual gross income of adult family members who will own the home of not less than the Federal minimum hourly wage multiplied by 2000 hours. In the case of a disabled family, the monthly Federal Supplemental Security Income (SSI) benefit for an individual living alone (or paying his or her share of food and housing) multiplied by 12. Except in the case of elderly or disabled family gross income will not include any welfare assistance payments made to family members. Welfare assistance payments include Temporary Assistance for the Needy Families (TANF), Supplemental Security Income (SSI) that is subject to an income eligibility test, food stamps, general assistance or other welfare assistance as specified by HUD.
7. Have at least one adult member of the household employed full time (at least 30 hours per week) for at least the preceding 12 months. Full time employment, as noted, will be a continuing requirement of the program barring any temporary break or interruption in employment.
8. Pay any debts owed either to the KCHA or to any prior Housing Authority where the individual/family was a resident.
9. Not have defaulted on a mortgage obtained in conjunction with this or any other Housing Choice Voucher Homeownership Program.

B. Exceptions for Elderly and Disabled Families (24 CFR, 982.642):

1. May have been previous homeowners.
2. Will count income such as Supplemental Security Income, Social Security, and general assistance when determining whether the individual/family meets the minimum income requirement.
3. Not be required to meet the employment and escrow savings guidelines as outlined above.
4. Will not have eligibility for the homeownership program invalidated due to default on a Housing Choice Voucher Homeownership Program related mortgage, if the default was due to catastrophic medical reasons or due to the impact of a federally declared major disaster or emergency.

Pursuant to 24 CFR, Section 982, part 629, the KCHA has established a maximum time for a family to locate a home and to purchase the home. It also requires the family to provide periodic family reports as to the family's progress in finding and purchasing a home (Section VII).

IV. Determination of Eligible Units (24 CFR 982.628)

The KCHA will determine if a unit is eligible if:

1. The unit passes both a Housing Quality Standard inspection as well as an independent inspection by a licensed home inspector.
2. The unit is either under construction or already exists at the time the family enters into a HCHOP contract.
3. The unit is either a one-unit (including a manufactured home) or a single dwelling unit in a cooperative or condominium.

In the case where a purchase of a home where a family will not own fee title to the real property, homeownership assistance may be provided for the purchase of a home only if:

1. The home is located on a permanent foundation; and
2. The family has the right to occupy the home site for at least forty- (40) years.

The KCHA may disapprove of a seller if it has been informed (by HUD or otherwise) that the seller of the home is disbarred, suspended or subject to a limited denial of participation under part 24.

The KCHA may provide homeownership assistance for the purchase of a unit that is owned by the PHA that administers the assistance under the consolidated ACC (including a unit owned by an entity substantially controlled by the KCHA) if it meets all criteria as set forth in 24 CFR, Section 982, part d.

V. Homeownership Counseling (24 CFR 982.630)

Eligible individuals/families must attend and successfully complete a homeownership education program that is approved or provided by the KCHA. The KCHA will also require individuals/families to participate in a KCHA approved home purchase and may require a post home purchase-counseling program.

The required counseling will include, at a minimum:

1. Home maintenance (including care of grounds);
2. Budgeting and money management;

3. Credit counseling;
4. How to negotiate the purchase price of a home;
5. How to obtain homeownership financing and loan pre-approvals, including a description of types of financing that may be available, and the pros and cons of different types of financing;
6. How to find a home, including information about homeownership opportunities, schools, and transportation in the area;
7. Advantages of purchasing a home in an area that does not have a high concentration of low-income families and how to locate homes in such areas;
8. Information on fair housing, including fair housing lending and local fair housing enforcement agencies; and
9. Information about the Real Estate Settlement Procedures Act (RESPA), state and Federal Truth in Lending laws, and how to identify and avoid loans with oppressive terms and conditions.

VI. Method of Selection of Participants

All Housing Choice Voucher Participants will be notified by mail about the Homeownership program. Applicants desiring to participate in the program must complete and submit applications to the KCHA. The KCHA will select and process applications based upon the earliest receipt date for applications meeting basic criteria (see section III).

VII. Individual/Family Search & Purchase Requirements (24 CFR 982.629)

The KCHA, after processing the individual's/family's application, will determine a date (start date) that the family is eligible for the homeownership option. Individuals/families must meet the above eligibility requirements prior to being deemed eligible for the homeownership option. Additionally:

1. The individual/family must locate a home to purchase within 120 days from the start date established by the KCHA.
2. The home must be located within Kankakee County. Individuals/families desiring to live outside Kankakee County must exercise the portability option and find a housing authority with a Housing Choice Homeownership Program.
3. The individual/family has up to 90 days after the contract of sale is signed to complete necessary inspections, appraisals, financing, and required repairs and to be in a position to take occupancy of the unit.

4. The Executive Director, or designee, may grant extensions for good cause.
5. The individual/family will work with the KCHA assigned caseworker to provide periodic reports indicating the individual's/family's progress in finding and purchasing a home.
6. If the individual/family is unable to purchase a home within the maximum time established by the KCHA, the KCHA shall continue the individual's/family's participation in the Housing Choice Voucher Program. Individuals/families may reapply for the homeownership program. Their application will be treated as a new application and receive a new application date.

VIII. Contract of Sale Requirements (24 CFR 982.631)

The individual/family must provide a copy of the contract of sale to the assigned case-worker and to have the KCHA approval prior to signing the contract. The contract of sale must:

1. Specify price and other terms of sale;
2. Provide that the purchaser will arrange for a pre-purchase inspection of the unit by an independent inspector selected by the purchaser;
3. Provide that the purchaser is not obligated to purchase the unit unless the inspection is satisfactory;
4. Provide that the purchaser is not obligated to pay for any necessary reports and that the costs of any required repairs will be borne by the seller;
5. Provide that the purchaser is not obligated to buy the unit if the mortgage financing terms are not approved by the KCHA;
6. Include a seller's certification that he/she has not been disbarred, suspended or subject to a limited denial of participation.

IX. Inspections (24 CFR 982.631) The following conditions/requirements apply:

1. The KCHA may not commence homeownership assistance for an individual/family until the KCHA has inspected the unit and determined that the unit passes a HUD Housing Quality Standards (HQS) inspection. The KCHA may continue to conduct HQS inspections for the entire term during which assistance is provided;
2. The individual/family must select and pay for an independent professional home/building inspector. This independent professional must be licensed in accordance with the requirements of the Illinois Home Inspector License Act (225 ILCS 441/). Additionally, the KCHA highly recommends that the inspector be a member of the American Society of Home Inspectors. The inspector must not be a KCHA or City employee or contractor;

3. The inspection must cover the major building systems and components. These systems and components include, but are not limited to:
 - a. Foundation and structure;
 - b. Housing interior and exterior;
 - c. Roofing;
 - d. Plumbing, electrical and heating systems.
4. The individual/family, KCHA and the Case Worker must each receive a copy of the inspection report. The KCHA reserves the right to disapprove the unit for assistance based on adverse information contained in the inspection report.

X. Financing Requirements (24 CFR 982.632)

The individual/family is responsible for securing financing. The proposed financing terms must be submitted to and approved by the KCHA prior to the close of escrow. The KCHA shall disapprove financing if a determination is made that the mortgage debt is unaffordable in view of the other individual/family expenses. In making this determination, the KCHA shall consider other individual/family expenses including but not limited to childcare, un-reimbursed medical expenses, homeowner expenses and other individual/family expenses. The following requirements also apply:

1. No bond or contract for deed, or seller financed transactions;
2. No mortgage contracts with balloon payments;
3. No loans in excess of 97% of the purchase price;
4. Minimum homeowner down payment is at least three percent of the purchase price, with at least one percent of the purchase price to come from the individual's/family's personal resources;
5. For mortgages, which are not FHA insured, the KCHA will require the lender to comply with generally accepted mortgage underwriting standards.

XI. Family Obligations/Continued Assistance (24 CFR 982.633)

- A. Occupancy of the home – Homeownership assistance may only be paid while the family is residing in the home. If the family moves out of the home, the KCHA may not continue homeownership assistance after the month when the family moves out. The family or lender is not required to refund to the KCHA the homeownership assistance for the month when the family moves out.

B. The family must comply with the following obligations:

- i. Ongoing counseling to the extent required by the KCHA.
- ii. The family must comply with the terms of any mortgage securing debt incurred to purchase the home (or any refinancing of such debt).
- iii. Prohibition against conveyance or transfer of home:
 1. So long as the family is receiving homeownership assistance, use and occupancy of the home is subject to Section 982-551 (h) and (i).
 2. The family may grant a mortgage on the home for debt incurred to finance the purchase of the home or any refinancing of such debt.
 3. Upon death of a family member who holds, in whole or part, title to the home or ownership of cooperative membership shares for the home, homeownership assistance may continue pending a settlement of the decedent's estate, notwithstanding transfer of title by operation of law to the decedent's executor or legal representative, so long as the home is solely occupied by the remaining family members in accordance with Section 982.551 (h).

C. Supplying required information:

- i. The family must supply required information to the KCHA in accordance with Section 982.551 (b).
- ii. In addition to other required information, the family must supply any information as required by the KCHA or HUD concerning:

Any mortgage or other debt incurred to purchase the home, and any refinancing of such debt (including information needed to determine whether the family has defaulted on the debt, and the nature of any such default), and information on any satisfaction or payment of the mortgage debt;

- iii. Any sale or other transfer of any interest in the home; or
- iv. The family's homeownership expenses.

D. The family must notify the KCHA before the family moves out of the home.

E. The family must notify the KCHA if the family defaults on a mortgage securing any debt incurred to purchase the home.

F. During the time the family receives homeownership assistance under this subpart, no family member may have any ownership interest in any other residential property.

- G. The KCHA may establish additional requirements for continuation of homeownership assistance for the family during the period the family receives homeownership assistance and the family must comply with any such requirement.
- H. The family must comply with the obligations of a participant family as described in Section 982.551. However, the following provisions do not apply to assistance under the homeownership program: Section 982.551 (c), (d), (e), (f), (g) and (j).

Before commencement of homeownership assistance, the family must execute a statement of family obligations in the form prescribed by HUD. In the statement, the family agrees to comply with all family obligations under the homeownership program.

XII. Term of Homeownership Assistance (24 CFR 982.634)

- A. Except in the case of a family that qualifies as an elderly or disabled family, the family members shall not receive homeownership assistance for more than:
 - i. Fifteen years, if the initial mortgage incurred to finance purchase of the home has a term of 20 years or longer; or
 - ii. Ten years, in all other cases.
- B. The maximum term described in paragraph A of this section applies to any member of the family who:
 - i. Has an ownership interest in the unit during the time that the homeownership payments are made; or
 - ii. Is the spouse of any member of the household who has an ownership interest in the unit during the time homeownership payments are made.
- C. Exception for elderly and disabled families:
 - i. The maximum term as noted in paragraph A does not apply to elderly or disabled families.
 - ii. In the case of an elderly family, the exception only applies if the family qualifies as an elderly family at the start of the homeownership assistance. In the case of a disabled family, the exception applies if at any time during receipt of the homeownership assistance the family qualifies as a disabled family.
- D. If, during the course of homeownership assistance, the family ceases to qualify as a disabled or elderly family, the maximum term becomes applicable from the date homeownership assistance commenced. However, such a family must be provided at

least six months of homeownership assistance after the maximum term becomes applicable (provided the family is otherwise eligible to receive homeownership assistance in accordance with this part).

- E. If the family has received such assistance for different homes, or from different PHA's, the total of such assistance terms is subject to the maximum term described in paragraph A of this part.

XIII. Homeownership Assistance Payments and Expenses (24 CFR 982.635)

The monthly homeownership assistance payment is the lower of the Voucher Payment Standard minus the Total Tenant Payment, or the Monthly Homeowner Expenses minus the Total Tenant Payment:

- A. Concerning the size of the family or unit the Voucher Standard is the lesser of:
 - i. The Voucher Payment Standard for the family unit size; or
 - ii. The Voucher Payment Standard for the size of the home.
- B. Concerning participation of the individual/family over the time the Voucher Payment Standard is the greater of:
 - i. The Voucher Payment Standard at the commencement of homeownership assistance; or
 - ii. The Voucher Payment Standard at the most recent regular reexamination since the commencement of homeownership assistance.

The KCHA will use the same Voucher Payment Standard schedule, payment standard amounts and subsidy standards as in this plan for the Housing Choice Voucher Program. Homeownership expenses are allowances or standards determined by the KCHA in accordance with HUD regulations. These allowances are used in determining expenses for all homeownership individuals/families and are not based on the condition of the home. Homeownership expenses include:

- A. Principle and interest on initial mortgage debt and any refinancing of such debt;
- B. Real Estate taxes;
- C. Home insurance premiums;
- D. Mortgage insurance premiums;
- E. The KCHA calculated utility allowance used for the Housing Choice Voucher program;

- F. The KCHA calculated allowance for routine maintenance costs (see attachment);
- G. Principle and interest on debt incurred to finance costs for major repairs, replacements or improvements for the home. If a individual/family is a person with disabilities, such debt may include debt incurred by the individual/family to make the home accessible;
- H. Condominium operating charges or maintenance fees assessed by the condominium homeowner association.

The KCHA will pay the homeownership assistance payment directly to the lender on behalf of the family unless otherwise required by the lender.

XIV. Portability Under Homeownership Program (24 CFR 982.637)

An individual/family receiving homeownership assistance may move to a new unit within or outside the KCHA jurisdiction with either continued HCHOP assistance or with Housing Choice Voucher rental assistance subject to the following requirements:

- A. Individual/family will no longer participate in the Housing Choice Voucher program if funding for the program is unavailable;
- B. Individual/family must no longer own any title or interest in the prior home;
- C. Individual/family may not move out of and into a new home more than one time per year (usually at its' annual recertification date), although the Executive Director or designee may grant exceptions to this rule based upon good cause;
- D. Individual/family must complete additional homeownership counseling and must work with a KCHA designated Case Worker during the sale/disposition of the old property and purchase of a new home.

To move or purchase a home outside the jurisdiction of the KCHA for purchasing a home, the individual/family must move into another PHA's jurisdiction that administers a Voucher Homeownership Program and is accepting new homeownership families.

XV. Denial or Termination of Assistance (24 CFR 982.638)

The KCHA may deny or terminate assistance under its HCHOP if the individual/family fails to comply with the requirements as set forth in Chapter 15 (Termination of Assistance) of the KCHA Section 8 Administrative Plan. The KCHA will terminate homeownership assistance if the individual/family is dispossessed from the home due to a judgment or order of foreclosure on any mortgage securing debt incurred to purchase the home. The KCHA, after reviewing the circumstances of the judgment/foreclosure may allow the individual/family to continue on its Housing Choice Voucher program subject to the following exceptions:

- A. The individual/family defaulted on an FHA insured mortgage; and
- B. The individual/family fails to demonstrate that:
 - a. They have conveyed title to the home, as required by HUD; and
 - b. They moved from the home within the period established by HUD; and
 - c. They left the home in good condition under Housing Quality Standards.
- C. The individual/family defaulted on a non-FHA insured mortgage; and
- D. The individual/family fails to demonstrate that:
 - a. They have conveyed title to the home, to the first mortgage lender and notified their homeownership Case Worker and the KCHA of the action; and
 - b. They moved from the home within the period established by the first mortgage holder; and
 - c. They left the home in good condition under Housing Quality Standards.

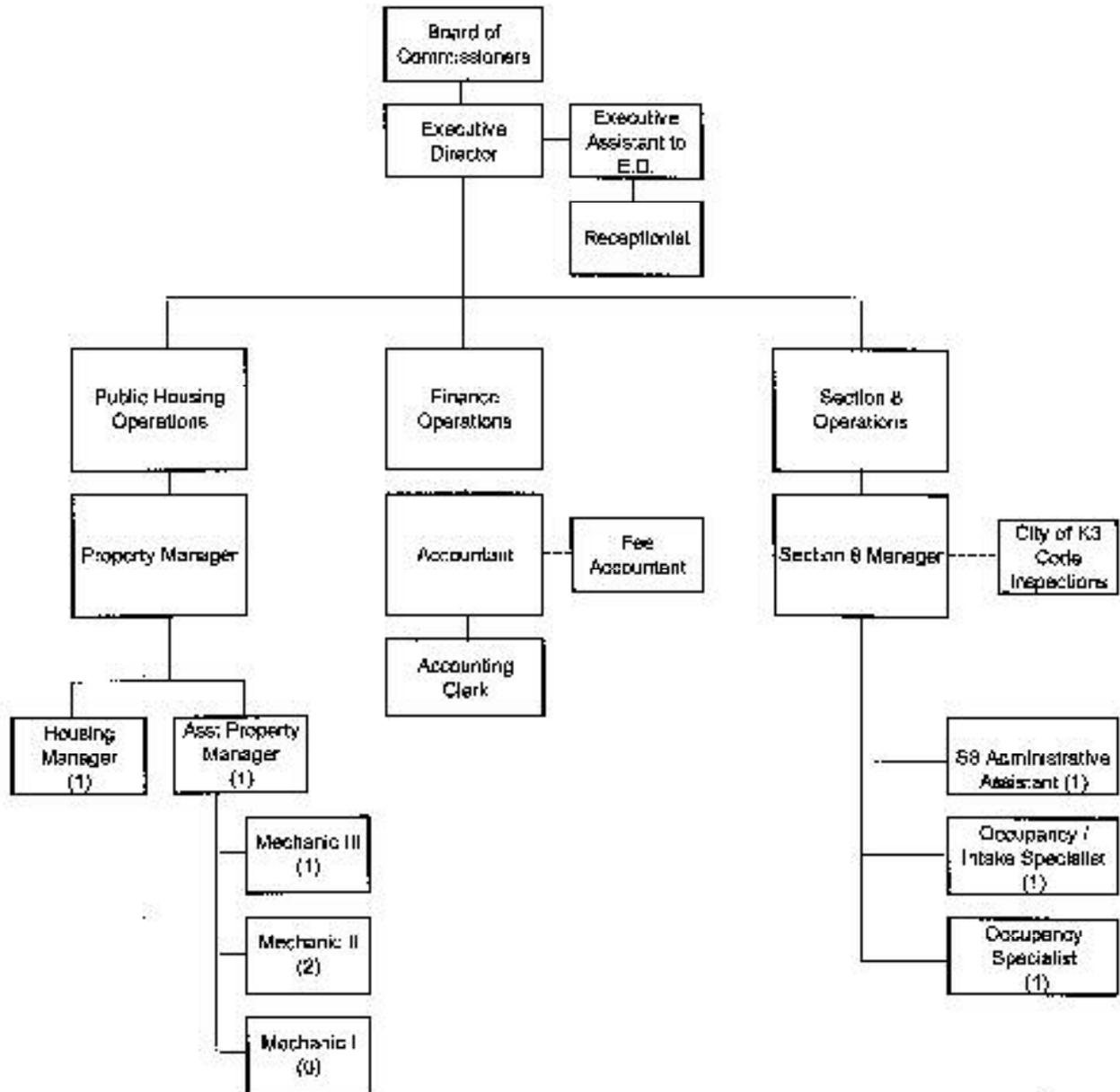
XVI. Applicability of Other Requirements

Refer to Section 982.641 (a-h) as to types of provisions, which do not apply to assistance under the HCHOP.

**Attachment F –
PHA Management Organizational Chart**

Kankakee County Housing Authority
Organization Chart

As of 12/18/07



**Attachment G –
FY 2008 Capital Fund Program 5 Year Action Plan /
Progress Report**

KANKAKEE COUNTY HOUSING AUTHORITY
P.O. Box 965, 185 N. St. Joseph Avenue, Kankakee, Illinois 60901
(815) 939-7125 Phone (815) 939-7069 Fax

Progress Report on Meeting 5 Year Plan and Capital Fund Goals

The Kankakee County Housing Authority submits its annual plan for FY 2008. In some areas of the plan, changes were made based on what occurred from previous years. Details of these changes are as follows:

The KCHA is investigating the opportunities of “acquiring or building additional units” in order to increase its public housing units. In “leveraging private or public funds”, this statement has also been added and acted upon in its 5-year plans. The KCHA received HUD approval for a Tax Credit Program to renovate its Azzarelli Towers and the KCHA closed on this program in December 2007. It will look at adding housing through the development of Tax Credit mixed income properties and replacing older Public Housing units once these are fully on-line. The KCHA also changed its statements in “providing replacement housing and replacement housing vouchers” in the homeownership programs. The KCHA implemented a Section 8 Homeownership Program to further assist families in the community to further their self-sufficiency and has begun qualifying existing tenants for the program. It has been re-awarded an FSS coordinator grant and is revising its’ Section 8 FSS program to be more effective.

In 2007, the KCHA sold one of three units in its Turnkey III program to existing tenants under that program, and two are under contract to be sold to the tenants residing in them in early 2008. Two other units are being disposed of in 2008 due to renovation costs and no other tenants interested in this program.

The KCHA continues to improve its PHAS and SEMAP scoring.

In FY 2007 the KCHA further revised and implemented many policies and procedures to ensure its status as a “Standard Performer” and will continue to be a Standard Performer and moved towards being a High Performer under the PHAS scoring system. These policies and procedures, which govern the operation of the Agency, continue to be reviewed and updated with changes from both current legislation as well as identifying operation needs and adjustments for improved performance.

In the area of the Capital Fund Programs, the KCHA has based its current and future moneys allocation on a current Physical Needs Assessment. As noted in the current plans, the disbursement of and use of CFP funds is based on a very strategic plan for physical needs improvements. The KCHA made significant improvements in FY’s 2004, 2005, 2006 and 2007. It utilized all open funding and has closed several CFP programs. The KCHA will continue this progress with current and future funds. It has brought all available units are on-line (rehab of off-line units). The KCHA has developed future plan goals utilizing all funds available as well as estimated. (See attached P & E Reports for all open CFP’s.)

End 1/2008

**Attachment H –
Resident Advisory Board Meeting Minutes**

Kankakee County Housing Authority
Minutes of the Resident Advisory Board Meeting
2008 Annual Plan
March 4, 2008

Committee Members:

Public Housing:

Midtown – Mr. Ted Chandler
Family Sites – Ms. Teva Brooks (Harbor)
Family Sites – Ranetti Woods (Evergreen)

Section 8:

Ms. Deborah Hopkins, Kankakee, IL 60901

KCHA

Mr. Randy McGill, KCHA Executive Director
Ms. Brenda Pombert, KCHA Executive Assistant

Meeting was called to order at 4:30 pm with the following individuals in attendance: Mr. Ted Chandler, Ms. Deborah Hopkins, Ms. Ranetti Woods, Mr. Randy McGill and Ms. Brenda Pombert. Ms. Teva Brooks was provided a copy of the annual plan but did not attend the meeting and did not provide any comments.

Randy McGill began the meeting by explaining the process of the annual and 5-year Agency Plans. The Annual Plan is prepared each year for the current year describing what the agency plans on doing with Capital Funds, operation and budgets, dwellings, etc. The plan is open for public comment with a Public Hearing on March 25, 2008, followed by Board approval. He explained that the Resident Advisory Board (RAB) is a cross section of residents from the various KCHA properties to advise the KCHA on various Housing Authority matters, most importantly the Annual and Five Year Plans of the Authority. He stated that the input from the Resident Advisory Board would become part of the plan. From the input from the Resident Advisory Board (RAB) and the public, the KCHA Board of Commissioners will deliberate and make decisions as whether to incorporate changes or to approve it as presented.

At this time, Randy McGill walked through the 2008 annual plan, reviewing the mission statement, explaining the various sections and what each contained and meant. Highlights were as follows:

The KCHA is focused on providing affordable housing. Due to lack of funding from HUD, the KCHA is looking to expand its housing through Tax Credits and other programs that might be funded through the State of Illinois.

Currently the 2, 3, 4, and 5 bedroom Public Housing family site waiting lists and the Section 8 Waiting List are closed due to the large number of applicants. The KCHA does not anticipate reopening these lists any time soon due to the number of units available and the current turnover rate. The one bedroom waiting list designated for elderly/disabled is still open.

Randy reviewed the financial reports and commented that the funds are focused on Midtown Towers and the Family Sites. He also stated that Azzarelli Tower is considered its own project now that it is part of the Tax Credit Program and will no longer be included in Public Housing, but under the new program with HUD, Azzarelli is still low income housing, for senior disabled persons and will receive subsidy for 25 units since these are still considered Public Housing.

The KCHA applied to the Illinois Rental Housing Support Program and has been granted an award in the amount of \$273,121 which will add 10 more units to the program and will be managed by the Section 8 department.

The KCHA will focus on promoting its Section 8 Homeownership Program and actively pursue increasing the number of participants in its Family Self Sufficiency Program.

The KCHA is focused on increasing its PHAS and SEMAP scores as well. Randy noted that there are benefits available to "High Performer" housing authorities.

Due to the age of its current housing stock, it is the intention and goal of the KCHA to focus on building new units instead of costly renovations to its buildings. Currently, the KCHA has performed an audit utilizing a third party vendor to determine what is needed for better energy efficiency for its existing units (ie. replacing toilets, furnaces, etc.)

At the conclusion of the discussion, all members indicated they were in agreement with all they read, had no changes to recommend and looked forward to continued improvement of the Agency.

Mr. Chandler stated that he has seen drastic improvement and many positive changes and wishes that the KCHA "keep going!"

Ms. Hopkins stated that the KCHA is doing great and can see it has a vision. She also commended KCHA's efforts.

Ms. Ranetti Woods stated that this is the first time she has been a part of this committee and noted that this meeting provided a better understanding of KCHA's operations.

The meeting was adjourned approximately 5:30 p.m.

KANKAKEE COUNTY HOUSING AUTHORITY
185 NORTH ST. JOSEPH
KANKAKEE, IL 60901

HOUSING CHOICE VOUCHER PROGRAM
ADMINISTRATIVE PLAN
AMENDMENT -- PREFERENCES



*Adopted: 8/28/07
Resolution # 08 - 04
Effective Date: 9/1/07*

**Section 8 Housing Choice Voucher Program
Administrative Plan Amendment
Effective September 1, 2007**

The addition of preferences have been added to the Administrative Plan (dated April 2, 2007) and are as follows:

1. The KCHA will adhere to all program admission guidelines established by the funding source where those admission guidelines, by contract, supersede local guidelines.

2. The KCHA will cause the establishment of local preference points to show preference to the following populations in order of points:
 - a. Working individuals/families who live and/or work in the jurisdiction of the KCHA.

 - b. Other individuals/families who live within the jurisdiction of the KCHA (disabled persons to have same preference weight as working individuals).

 - c. Working individuals/families who live outside the jurisdiction of the KCHA.

 - d. Other individuals/families who live outside the jurisdiction of the KCHA (disabled persons to have same preference weight as working individuals).

End

RESOLUTION NO. 07 - 16

RESOLUTION APPROVING THE CARBON MONOXIDE ALARM DETECTOR ACT AMENDMENT

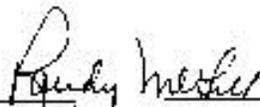
WHEREAS, the Illinois General Assembly on May 8, 2006, passed the "Carbon Monoxide Alarm Detector Act", public act # 094-0741 incorporated in this Resolution by reference, and

WHEREAS, the Kankakee County Housing Authority will follow the guidelines as stated in Public Act # 094-0741 effective January 1, 2007; and

WHEREAS, the Kankakee County Housing Authority has determined the need to update the Admissions and Continued Occupancy Policy (ACOP), effective date July 1, 2006 and the Section 8 Housing Choice Voucher Program Administrative Plan, effective date July 1, 2006 by incorporating the Carbon Monoxide Alarm Detector Act as an addendum to these policies;

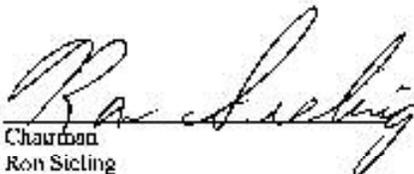
NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Kankakee County Housing Authority this 24th day of October 2006 that the Carbon Monoxide Alarm Detector Act incorporated herein by reference be approved.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Commissioners of the Kankakee County Housing Authority this 24th day of October 2006 that the Carbon Monoxide Alarm Detector Act be incorporated to the Admissions and Continued Occupancy Policy, effective date July 1, 2006 and the Section 8 Housing Choice Voucher Program Administrative Plan, effective date July 1, 2006 as an Amendment be approved.

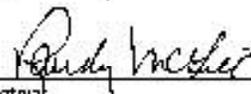

Executive Director
Randy McGill

10/24/06
Date

10/24/06
Date Approved


Chairman
Ron Siegel

10/24/06
Date


Secretary
Randy McGill

KANKAKEE COUNTY HOUSING AUTHORITY
P.O. Box 965, 185 N. St. Joseph Avenue, Kankakee, Illinois 60901
(815) 939-7125 Phone (815) 939-7069 Fax

KCHA 2008 Annual Plan – Project Based Voucher Assistance

Use of the Project-Based Voucher Program

Intent to Use Project-Based Assistance

Yes No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If the answer is “no,” go to the next component. If yes, answer the following questions.

1. Yes No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:

- low utilization rate for vouchers due to lack of suitable rental units
- access to neighborhoods outside of high poverty areas
- other (describe below:)

2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

At this time, the KCHA has no plans to convert more tenant-based Section 8 vouchers to project-base vouchers. Any requests that the KCHA receives in the next fiscal year will be reviewed on a case-by case basis.

End 1/2008

KANKAKEE COUNTY HOUSING AUTHORITY
185 NORTH ST. JOSEPH STREET
KANKAKEE, IL 60901

SMOKING POLICY



Adopted: 1/22/2008
Resolution #: 08 - 27
Effective Date: 1/1/08

Purpose

The General Assembly of the State of Illinois passed the Smoke Free Illinois Act [Public Act 95-0017] effective January 1, 2008. This policy implements the provisions of the Smoke Free Illinois Act in order for the employees and residents of the Housing Authority to enjoy a smoke free environment when working or when residents are on Housing Authority property.

Scope

This policy is in affect for all Kankakee County Housing Authority (KCHA) owned and/or leased facilities and all vehicles owned or leased by the KCHA.

Statement of Policy

It is the policy of the KCHA to fully comply with, and to enforce the provision of the Smoke Free Illinois Act. Under the Act: Smoking means carrying, smoking, burning, inhaling, or exhaling any kind of lighted pipe, cigar, cigarette, hookah, weed, herbs, or any other lighted smoking equipment.

Smoking is prohibited in all public places or place of employment or within 15 feet of an entrance to a public place or place of employment unless exempted by the act. No person may smoke in any vehicle owned, leased, or operated by the KCHA.

Smoking is permitted outside the facility but must be 15 feet from any entrances, exits, windows that can be opened, or intake vents.

Smoking is also prohibited throughout the KCHA including, but not limited to:

- Lobbies, hallways, stairways and other common areas
- Restrooms, kitchens and lounges
- Conference and meeting rooms
- Private offices and residential units

Conclusion

Failure to comply with the KCHA Smoking Policy may result in disciplinary action up to and including termination.

Smoking Policy User Agreement

I have received a copy of the Smoking Policy. As an employee of KCHA, I understand that this policy applies to me. I have read KCHA's Smoking Policy and agree to follow all of its provisions, for the duration of my employment with the KCHA.

I am aware that any violation of this policy may subject me to disciplinary action, up to and including discharge from employment. If I have any questions regarding this policy, I will request clarification from my Supervisor or the Human Resources Administrator.

Employee Signature

Date

Employee Printed Name

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

PHA Name: Kankakee County Housing Authority	Grant Type and Number Capital Fund Program Grant No: IL06P039501-06 Replacement Housing Factor Grant No: IL06R039501-06	Federal FY of Grant: 2006
---	--	-------------------------------------

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
Performance and Evaluation Report for Period Ending: 6/30/08 X Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve	2,234.00		2,234.00	2,234.00
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	2,234.00		2,234.00	2,234.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report

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

PHA Name: Kankakee County Housing Authority	Grant Type and Number Capital Fund Program Grant No: IL06P039501-07 Replacement Housing Factor Grant No:	Federal FY of Grant: 2007
---	---	-------------------------------------

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/31/07
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	93,982.60		93,982.60	93,982.60
3	1408 Management Improvements	93,982.60	21,000.00	3,518.00	2,068.00
4	1410 Administration	46,991.30		46,991.30	19,579.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	20,000.00		9,912.20	9,912.20
8	1440 Site Acquisition				
9	1450 Site Improvement	25,000.00		13,897.37	13,897.37
10	1460 Dwelling Structures	151,956.50	218581.03	35,212.31	35,212.31
11	1465.1 Dwelling Equipment—Nonexpendable	20,000.00	21774.07	8,539.00	8,539.00
12	1470 Nondwelling Structures	10,000.00	4,000.00	0.00	0.00
13	1475 Nondwelling Equipment	8,000.00	18,584.00	2,855.68	2,855.68
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	469,913.00	469,913.00	214,908.46	186,046.16
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Kankakee County Housing Authority	Grant Type and Number Capital Fund Program Grant No: IL06P039501-07 Replacement Housing Factor Grant No: IL06R039501-07	Federal FY of Grant: 2007
---	--	-------------------------------------

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)

Performance and Evaluation Report for Period Ending: 12/31/07
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	572.00		0.00	0.00
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	572.00		0.00	0.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report

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

PHA Name: Kankakee County Housing Authority	Grant Type and Number Capital Fund Program Grant No: IL06P039501-07 Replacement Housing Factor Grant No: IL06R039502-07	Federal FY of Grant: 2007
---	--	-------------------------------------

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)

Performance and Evaluation Report for Period Ending: 12/31/07
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	572.00		0.00	0.00
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	572.00		0.00	0.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

PHA Plans
Streamlined Annual
Version

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

OMB No. 2577-0226
(exp. 05/31/2006)

PHA Name: Kankakee County Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL06P03950108 (Agency Wide) Replacement Housing Factor Grant No:		Federal FY of Grant: 2008	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$89,714			
3	1408 Management Improvements	\$65,600			
4	1410 Administration	\$45,007			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$26,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	\$25,000			
10	1460 Dwelling Structures	\$161,983			
11	1465.1 Dwelling Equipment—Nonexpendable	\$20,000			
12	1470 Nondwelling Structures	\$10,767			
13	1475 Nondwelling Equipment	\$6,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$450,071			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	\$30,000			
24	Amount of line 21 Related to Security – Soft Costs	\$36,000			
25	Amount of Line 21 Related to Security – Hard Costs	\$5,000			
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Kankakee County Housing Authority	Grant Type and Number Capital Fund Program Grant No: IL06P039501-08 Replacement Housing Factor Grant No: IL06R039501-08	Federal FY of Grant: 2008
---	--	-------------------------------------

X Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$13,380			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$13,380			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report

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

PHA Name: Kankakee County Housing Authority	Grant Type and Number Capital Fund Program Grant No: IL06P039501-08 Replacement Housing Factor Grant No: IL06R039502-08	Federal FY of Grant: 2008
---	--	-------------------------------------

X Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures		\$574		
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)		\$574		
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report

