OMB Approval No: 2577-0226
(exp. 06/30/2006)

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: The Housing Authority of the County of Williamson

PHA Number: IL-050

PHA Fiscal Year Beginning: 01/2008

Public Access to Information

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

☒ Main administrative office of the PHA
☐ PHA development management offices
☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

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

A. Mission

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

☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

☒ The PHA's mission is: (state mission here)

To provide affordable housing to the community;
To maintain safe, quality housing for our residents;
To provide rental assistance and other related services;
To promote self-sufficiency;
To operate in a non-discriminatory, economically responsible, and professional manner; and
To create and/or maintain partnerships with our residents and appropriate community agencies in order to accomplish this mission.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS**. (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

☒ PHA Goal: Expand the supply of assisted housing
Objectives:
- ☐ Apply for additional rental vouchers:
- ☒ Reduce public housing vacancies:
- ☐ Leverage private or other public funds to create additional housing opportunities:
- ☐ Acquire or build units or developments
- ☒ Other (list below)

The WCHA continues to refrain from applying for additional rental vouchers due to the declining numbers on our waiting list. The WCHA continues to be able to rent vacant units quickly thus keeping vacancies to a minimum.

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

The WCHA continues to strive to improve all aspects of management and finance. The WCHA continues to improve employee training, via the internet and seminars, for better job performance and continues to strive for a more open communication with the residents to improve customer service and continuation of modernization through the Capital Fund.

☒ PHA Goal: Increase assisted housing choices
Objectives:
- ☒ Provide voucher mobility counseling:
- ☒ Conduct outreach efforts to potential voucher landlords
- ☒ Increase voucher payment standards
- ☐ Implement voucher homeownership program:
- ☐ Implement public housing or other homeownership programs:
- ☐ Implement public housing site-based waiting lists:
- ☐ Convert public housing to vouchers:
- ☐ Other: (list below)

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

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

The WCHA has the policies in place for deconcentration, but the evaluation of income mixes in the developments continue to indicate that there is not a need to implement these strategies at this time. The WCHA continues to lease apartments based on date and time and does not attempt to steer any family for whatever reason toward any certain development, unless the development is designated as elderly and/or disabled only. The WCHA is continuously striving to assure improved security by working with law enforcement, residents, WCHA Social Service Coordinator and through communication and action.

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

☒ PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
- ☒ Increase the number and percentage of employed persons in assisted families:
- ☒ Provide or attract supportive services to improve assistance recipients' employability:
- ☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☐ Other: (list below)

The WCHA FSS Coordinator and the Section 8 Coordinator work together in an attempt to better promote self-sufficiency. Resident participation continues to be a major goal of the WCHA. The staff continues to work with a local junior college, providing facilities to its staff in order to assist the WCHA with this goal.

The WCHA has both a Resident Services Coordinator and a Social Service Coordinator to promote services and various programs throughout the year. Both staff members continue to work as liaisons between our elderly and family residents and local agencies as well.

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
- ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

☐ Other: (list below)

The WCHA continues to undertake the affirmative measures listed above. There has been no problem in this area.

Other PHA Goals and Objectives: (list below)

PHA Goal: Manage the WCHA's existing public housing program in a professional, efficient and effective manner and full compliance with all applicable State and local statutes and regulations as defined by HUD.

Objectives:

1. The WCHA shall work to maintain its marketability as evidenced by increasing its waiting list by the end of the fiscal year 2008.
2. The WCHA shall work to obtain an increase in the percentage of rents collected at the end of each fiscal year.
3. The WCHA shall promote a positive work environment with a dedicated team of employees to operate as a customer-friendly and fiscally responsible agency.

The WCHA continues to increase its waiting list. At times the list becomes exhausted. Although there have been no major problems with excessive vacancies, the waiting list is still comparable to previous years. The WCHA continuously strives to increase the percentage of rents collected. The WCHA continues a more pro-active approach in collecting rents and has dedicated more staff hours to accomplish this. The WCHA has seen a reduction in tenant's accounts receivables but they continue to be too high.

PHA Goal: Promote a safe and secure environment in the WCHA's public housing developments.

Objectives:

1. The WCHA shall provide resident with safety awareness programs.
2. The WCHA shall attempt to reduce crime rates in public housing developments and the surrounding areas and reduce its evictions due to violations of criminal laws through aggressive screening procedures, cooperation with local law enforcement agencies and the enforcement of HUD's "One Strike and Your Out Policy."
3. The WCHA has provided more additional lighting in developments and continues to do so, to both its elderly and family developments.

The WCHA is always striving to increase communication with law enforcement agencies and residents in order to provide safety awareness programs. The WCHA has improved participation between residents by providing a Social Service Coordinator liaison. The WCHA screen applicants as aggressively with a more through background check being conducted in occupancy prior to lease-up and continues to strictly enforce the lease.

PHA Goal: Ensure full compliance with all applicable standards and HUD regulations, including the Generally Accepted Accounting Principles.

Objectives:

1. The WCHA shall work to maintain its current level of operating reserves between now and the end of the fiscal year 2008.
2. The WCHA continues to review its fraud policy.

The WCHA is in full compliance with applicable standards, including GAAP.

PHA Goal: Improve access of public housing residents to services that support economic opportunity and quality of life.

Objectives:

1. The WCHA shall insure that all of its school age children are regularly attending school. The Social Service Coordinator continues working with the school systems as a liaison between the residents and the school systems.
2. The WCHA will assist its resident organizations in strengthening their organizations and help develop their own mission statements, goals and objectives.
3. The WCHA shall aggressively search and apply to appropriate foundations for future grant funding pertaining to opportunities for resident support services.

The WCHA has continuously attempted to increase communication with local school districts in order to decrease truancy and the schools have become more receptive. The WCHA has increased communication with its resident councils and has been supportive of their ideas and plans. The WCHA has searched for and requested information on grant opportunities and will attempt to apply for funding if available.

PHA GOAL: Maintain the WCHA's real estate in a decent condition and delivery timely and high quality maintenance service to its residents.

Objectives:

1. The WCHA shall implement a preventive maintenance plan.
2. The WCHA shall continue to create an appealing up-to-date environment in its developments.
3. The WCHA continues to make assessments/improvements for additional lighting, sidewalks and tree removal.

The WCHA has implemented a preventive maintenance plan and through the Capital Fund, it is striving to reach the goal of an appealing up-to-date environment in its developments.

The WCHA will increase communication with its residents by developing resident survey to indicate residents' needs. Once completed the WCHA will evaluate the indicators and determine

the overall needs of the residents. The WCHA shall increase the number of Resident Advisory Board meetings per year. The WCHA shall continue to publish its quarterly newsletter.

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

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

Streamlined Plan:

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

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

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

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

The WCHA adopted the mission statement and goals and objectives stated above. The annual Plan is based on the premise that accomplishing the goals and objectives is important to work towards our mission.

The WCHA believes that it already has achieved this mission but needs to maintain its high level of performance. The plans, statements, budget summary, policies, etc. set forth all lead toward the accomplishment of our goals and objectives and are consistent with the State's Consolidated Plan.

The WCHA believes that the housing needs of Williamson County are being met. One sign of this is the relatively short waiting list for public housing.

As projected by the analysis of the WCHA waiting lists, the targeted amounts for extremely low income families should be exceeded in both public housing and Section 8 housing. Also, the analysis shows a fairly low amount of elderly or disabled on the waiting list, which indicates that the housing needs of these groups appear to be met in Williamson County. The statement of financial resources indicates that the WCHA has a strong operating fund and a fair amount of financial resources. The WCHA's eligibility, selection, admissions and rent policies are outlined for public housing and Section 8. The WCHA has included its Capital Fund Program Annual Statement and the 5-Year Action Plan.

The WCHA will continue to evolve as needed to continue to meet the housing needs of Williamson County. The WCHA will continue to evaluate its policies and strategies and make the needed changes to continue to meet its mission.

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

	Page #
Annual Plan	
i. Executive Summary	
ii. Table of Contents	
1. Housing Needs	05
2. Financial Resources	12
3. Policies on Eligibility, Selection and Admissions	13
4. Rent Determination Policies	22
5. Operations and Management Policies	26
6. Grievance Procedures	28
7. Capital Improvement Needs	29
8. Demolition and Disposition	31
9. Designation of Housing	32
10. Conversions of Public Housing	33
11. Homeownership	34
12. Community Service Programs	36
13. Crime and Safety	43
14. Pets (Inactive for January 1 PHAs)	45
15. Civil Rights Certifications (included with PHA Plan Certifications)	46
16. Audit	46
17. Asset Management	46
18. Other Information	47
19. Attachments List	49
20. Resident Survey	50
21. VAWA Compliance	50
22. Carbon Monoxide Compliance	50
23. Community Service Requirements	50 - 51
24. Organizational Chart	52
25. Capital Fund Tables	53 - 74

Attachments

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

Required Attachments:

☒ Admissions Policy for Deconcentration
☒ FY 2008 Capital Fund Program Annual Statement

☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

☒ PHA Management Organizational Chart
☐ FY 2008 Capital Fund Program 5 Year Action Plan
☐ Public Housing Drug Elimination Program (PHDEP) Plan
☐ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
☐ Other (List below, providing each attachment name)

Supporting Documents Available for Review

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

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

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
	Quality Housing and Work Responsibility Act Initial Guidance; Notice and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	
X	Public housing rent determination policies, including the methodology for setting public housing flat rents ☐ 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 ☐ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies ☐ check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures ☐ check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures ☐ check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program ☐ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	1859	5	5	3	1	2	4
Income >30% but <=50% of AMI	1024	5	5	4	1	2	4
Income >50% but <80% of AMI	1125	5	5	4	1	2	4
Elderly	1186	5	5	4	4	1	4
Families with Disabilities	N/A	5	5	4	5	2	4
African American	135	5	5	4	1	2	4
Hispanic	48	5	5	4	1	2	4
Race/Ethnicity							
Race/Ethnicity							

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

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

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) ☐ 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	144		205
Extremely low income <=30% AMI	121	84.02%	
Very low income (>30% but <=50% AMI)	16	11.12%	
Low income (>50% but <80% AMI)	7	04.86%	
Families with children	43	29.86%	
Elderly families	26	18.05%	
Families with Disabilities	28	19.44%	
Caucasian	128	88.88%	
African American	16	11.12%	
Am. Indian/Alaskan Native	0	0	

Housing Needs of Families on the Waiting List			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	67		
2 BR	55		
3 BR	19		
4 BR	3		
5 BR			
5+ BR			

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

If yes:

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

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	122		32
Extremely low income <=30% AMI	112	91.81%	
Very low income (>30% but <=50% AMI)	10	08.19%	
Low income (>50% but <80% AMI)	0	0.00%	
Families with children	76	63.0%	
Elderly families	16	2.0%	
Families with Disabilities	9	9.0%	

Housing Needs of Families on the Waiting List			
Caucasian	87	71.32%	
African American	35	28.68%	
American Indian/ Alaskan Native	0	0	
Asian	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1 BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

Is the waiting list closed (select one)? ☐ No ☒ Yes
If yes:
How long has it been closed (# of months)? **6 months**
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 ☒ **The WCHA does take recommendations from DCFS from the Family Unification Program Vouchers. We also work with local law enforcement and the Witness Protection Program.**

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
☒ Reduce turnover time for vacated public housing units
☒ Reduce time to renovate public housing units
☐ Seek replacement of public housing units lost to the inventory through mixed finance development
☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources

☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
☐ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:
Select all that apply

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

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

Strategy 1: Target available assistance to families at or below 30 % of AMI
Select all that apply

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

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

Strategy 1: Target available assistance to families at or below 50% of AMI
Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:
Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:
Select all that apply

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

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

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

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

Strategy 2: Conduct activities to affirmatively further fair housing
Select all that apply

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

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

(2) Reasons for Selecting Strategies
Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

☒ Funding constraints
☒ Staffing constraints

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
1. **Federal Grants (FY 2007 grants)**		
a) Public Housing Operating Fund	1,125,258	
b) Public Housing Capital Fund	1,094,183	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	580,343	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	N/A	
g) Resident Opportunity and Self-Sufficiency Grants	N/A	
h) Community Development Block Grant	N/A	
i) HOME	N/A	
Other Federal Grants (list below)	N/A	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
501-06	90,000	

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
3. Public Housing Dwelling Rental Income	1,341,662	PHA Operations
January 07- June 07		
4. Other income (list below)	72,840	PHA Operations
Laundry and Scrap 7,310		
Work Orders 65,530		
4. Non-federal sources (list below)		
		PHA Operations
Total resources	4,304,286	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

☐ When families are within a certain number of being offered a unit: (state number)
☐ When families are within a certain time of being offered a unit: (state time)
☒ Other: (describe) **After a family has had its interview.**

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?

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists?

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

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

(3) Assignment

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

☐ One
☐ Two
☒ Three or More

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

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

(4) Admissions Preferences

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

b. Transfer policies:
In what circumstances will transfers take precedence over new admissions? (list below)
☒ Emergencies
☐ Overhoused
☒ Underhoused
☒ Medical justification
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
☐ Resident choice: (state circumstances below)
☐ Other: (list below)

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

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

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

Other preferences: (select below)
☐ Working families and those unable to work because of age or disability
☐ Veterans and veterans' families
☐ Residents who live and/or work in the jurisdiction
☐ Those enrolled currently in educational, training, or upward mobility programs
☐ Households that contribute to meeting income goals (broad range of incomes)
☐ Households that contribute to meeting income requirements (targeting)

☐ Those previously enrolled in educational, training, or upward mobility programs
☐ Victims of reprisals or hate crimes
☐ Other preference(s) (list below)

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

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: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b. ☐ Yes ☐ No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(l)((iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(l)(v)]

The WCHA did adopt a deconcentration policy. Our analysis did not indicate the need to promote deconcentration at this time. The policy was adopted so the WCHA is prepared if the need does arise in the future. The WCHA Deconcentration Policy reads as follows:

It is the policy of the Williamson County Housing Authority to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this enc, families may be skipped on the waiting list in order to reach other families with a lower or higher income as needed. This will be accomplished in a uniform and non-discriminating manner.

Prior to the beginning of the fiscal year, an analysis of income levels of families residing in the WCHA's developments, the income level of census tracts in which our developments are located and the income levels of families of the waiting list will be performed. Based on this analysis, the level of marketing strategies and deconcentration incentives to implement will be determined.

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

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

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

☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:

☐ Other (list policies and developments targeted below)

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

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

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

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)
☐ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)
☐ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:

B. Section 8

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

(1) Eligibility

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

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

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

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

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

☐ Criminal or drug-related activity
☒ Other (describe below)

The WCHA does not share any information with landlords. If an applicant is approved for the program, the landlord is responsible for background checks, if desired.

(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:

Extensions are permissible at the discretion of the WCHA up to a maximum of 120 days, primarily for these reasons:

1. Extenuating circumstances such as hospitalization of a family emergency for an extended period of time which has affected the family's ability to find a unit within the initial sixty-day period. Verification is required.

2. The WCHA is satisfied that the family has made a reasonable effort to locate a unit, including seeking the assistance of the WCHA, throughout the initial sixty-day period. A complete search required is required.

3. The family was prevented from finding a unit due to disability accessibility requirements or large size bedroom unit requirement. The search record is part of the required verification.

The WCHA extends in one or more increments. Unless approved by the Executive Director or Designee no more than one (1) extension of thirty (30) days or less will be granted and never for a total of more than an additional sixty (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)

☐ 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)

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)

The WCHA has 28 vouchers available through the Family Unification Program. The availability of the policies for this program are not listed in any documents or reference materials as the Department of Children and Family Services initiate this program. A reference from this agency must be received before the WCHA starts it s screening process and a voucher can be given to the prospective resident.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

☐ $0
☐ $1-$25
☒ $26-$50

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

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

A hardship exists in the following circumstances:

1. **When the family has list eligibility for or is waiting an eligibility determination for a Federal, State, or local assistance program;**
2. **When the family would be evicted as a result of the imposition of the minimum rent requirement;**
3. **When the income of the family has decreased because of changed circumstances, including loss of employment;**
4. **When the family has an increase in expense because of changed circumstances, for medical costs, childcare, transportation, education, or similar items; or**
5. **When a death has occurred in the family.**

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)

Set based on FMRs established for the jurisdiction.

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)

Set based on FMRs established for the jurisdication.

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies**.**

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

☐ At or above 90% but below100% 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)

Raised payment standard for 2-bedroom to 110% of FMR for reason checked above.

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)

A hardship exists in the following circumstances:

1. **When the family has list eligibility for or is waiting an eligibility determination for a Federal, State, or local assistance program;**
2. **When the family would be evicted as a result of the imposition of the minimum rent requirement;**
3. **When the income of the family has decreased because of changed circumstances, including loss of employment;**
4. **When the family has an increase in expense because of changed circumstances, for medical costs, childcare, transportation, education, or similar items; or**
5. **When a death has occurred in the family.**

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

☒ An organization chart showing the PHA's management structure and organization is attached.

☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

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

Program Name	**Units or Families Served at Year Beginning**	**Expected Turnover**
Public Housing	725	172
Section 8 Vouchers	135	48
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	28	5
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs(list individually)	N/A	

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

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

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

Admission and Continued Occupancy
Access to Files
Accounting
Activity/Community Buildings
Blood Borne Disease

Cable Television Installation
Capitalization
Check Signing
Criminal Records Management
Deconcentration
Disposition
Drug and Alcohol Abuse
Drug Free Workplace
Equal Housing Opportunity
Ethics
Facilities Use
Funds Transfer
Hazardous Materials
Investment
Laundry Money Collection
Lead Base Paint
Maintenance
Natural Disaster
"One Strike and You're Out"
Paint Supply (to residents)
Pest Control
Pets
Procurement
Rent Collection
Relocation
Repayment Agreements
Resident Initiatives
Satellite Dish Installation
Swimming Pools

(2) Section 8 Management: (list below)

Section 8 Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

☒ PHA main administrative office
☐ PHA development management offices
☐ Other (list below)

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

☒ PHA main administrative office
☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

-or-

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

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

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

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

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
   - ☐ Revitalization Plan under development
   - ☐ Revitalization Plan submitted, pending approval
   - ☐ Revitalization Plan approved
   - ☐ Activities pursuant to an approved Revitalization Plan underway

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

☐ Yes ☒ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition ☐ Disposition ☐
3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application ☐
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 6. Coverage of action (select one) ☐ Part of the development ☐ 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)]

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

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

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

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

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: ☐ HOPE I ☐ 5(h) ☐ Turnkey III ☐ Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) ☐ Approved; included in the PHA's Homeownership Plan/Program ☐ Submitted, pending approval ☐ 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)
☐ Part of the development
☐ 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 (l)]
Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:
☐ Yes ☒ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

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)
Family Self-sufficiency Program	3	All Section 8	PHA Main Office	0

		applicants are given the opportunity to participate.		

(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)
Public Housing	n/a	
Section 8	3	0

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

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)

Domestic crimes and petty theft are the major safety issues

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)

50-2 and 50-12

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)

50-2 and 50-12

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)

50-2 and 20-12

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2008 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

☐ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
☐ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2008 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)]

1. Families residing n public housing are allowed to keep common household pets in their apartments as stated in their lease and in accordance with the Code of Federal Regulation. Families may request permission to keep one common household pet.

2. Common household pets include dogs, cats, birds, gerbils, etc. It done not include exotic pets such as snakes, alligators, monkeys, etc.

3. Household may keep only one household pet.

4. Maximum size of pets is 25 pounds.
5. Households must register pets with WCHA before it is brought on premises.

6. Pet registration must be updated each year at reexamination.

7. Registration includes a certification signed by a licensed veterinarian, stating that the common household pet has received all inoculations currently required by State and local laws. Also, veterinarian must state that the pet should not exceed the size limitation.

8. Also required is whatever license is mandatory by local law.

9. A picture of the common household pet must be provided at time of registration.

10. All animals are to be spayed or neutered with proof being brought to WCHA for the tenant file.

11. Pets will be prohibited at developments with no green space.

12. The resident will be responsible for all reasonable expenses directly related to the presence of the pet on the premises, including the costs of repairs or replacements in the apartment.

13. The pet fee will be a non-refundable amount of $200.00.

14. A common household pet must be effectively restrained and under the control of a responsible person when outside of the apartment.

15. Any pet waste deposited anywhere outside or inside the owner's apartment must be removed immediately by the owner.

16. All pets are to be fed inside the apartment. Feeding is not allowed on porches, sidewalks, patios, etc.

17. Tenants will not permit any disturbances by their pets which would interfere with the general enjoyment of other tenants, whether by loud barking, howling, biting, scratching, etc.

18. The authorization for a common household pet may be revoked at any time subject to the WCHA grievance procedure if the pet becomes destructive or a nuisance to others, or of the tenant fails to comply with this policy.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

2. What types of asset management activities will the PHA undertake? (select all that apply)
☐ Not applicable
☐ Private management
☐ Development-based accounting
☐ Comprehensive stock assessment
☐ Other: (list below)

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
☐ Attached at Attachment (File name)
☒ Provided below:

On June 26, 2007 the WCHA held a Resident Advisory Board meeting. Four of the Housing Authority tenants attended the meeting. Comments were submitted by the tenants as follows:

William Anderson: "Improvements are being made, but it takes time. I think things are looking good."

Terry Harris: "Read up date as membered."

Virginia Davis: "Yes the comments and other was explained to me very understandable. Very interesting, happy to attend. Mark was very nice to explain and anxious to hear from us attending. Enjoyed the meeting."

Barbara Holland: "The meeting was very informative it was presented very nice." Was very pleased to know that they are concerned about all of our needs. Also that they will address any issues that might arise. Thank you."

Dorothy Prather: "This meeting has been very informative. Very encouraging to all of us to know how and when things are happening. I am very lucky to have the staff we now have. Thank you very much for caring about us. "

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)

Current Resident Advisory Board:

Grace Aaron 211 W. Adams Herrin, IL 62948	Sue Johnson 3001 N. 14th – Apt. 402 Herrin, IL 62948
William Anderson 206 Stone Street Carterville, IL 62918	Jeff Jones 613 N. 23rd Herrin, IL 62948
Sandra Carpenter 513 N. 23rd Street Herrin, IL 62948	Brandi Payne 602 S 6th Street Herrin, IL 62948
Virginia Davis PO box 371 Hurst, IL 62949	Keith Pike 301 N. 14th - Apt 212 Herrin, IL 62948
Sharon Gude PO Box 484 Herrin, IL 62948	Dorothy Prather 419 N. 17th Herrin, IL 62948
Terry Harris 301 N. 14th - Apt. 503 Herrin, IL 62948	Marie Tucker 203 Stone Carterville, IL 62918

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

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

The WCHA's Resident Board Member is Mrs. Gloria Bonds. Mrs. Bonds is a public housing resident. The Williamson County Board of Commissioners appointed Ms. Bonds to replace Ms. Christel Gossman on the WCHA Board. Mrs. Bonds' term runs though May 1, 2008.

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)

The WCHA statement of needs of families in the jurisdiction is based on data from the 2000 census and from the CHAS data book and more specifically Williamson County. The WCHA believes that its agency plans are consistent with the State of Illinois Consolidated Plan in the fact that our waiting lists reflect that we are well into the targeted ranges for housing extremely low-income families. Also, the WCHA has approximately half of its units designated as elderly or families with disabilities, with more units being converted for the possible use of disabled residents, as seen by our Capital Funds Projects. The WCHA also offers a Family Self Sufficiency program and Elderly Services Program. The WCHA also participates in the Family Unification Program.

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

D. Other Information Required by HUD

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

Substantial deviation or significant amendments or modifications are defined as discretionary changes in the plans or policies of the Williamson County Housing Authority that fundamentally change the missions, goals objectives or plans of the agency and which require formal approval of the Williamson County Housing Authority Board of Commissioners.

Attachments

1. Resident Service and Satisfaction Survey
2. VAWA Compliance
3 Carbon Monoxide Detector Compliance
4. Community Service Requirements
5. Organizational Chart
6. Capital Fund Tables

1. Resident Service and Satisfaction Survey

The Williamson County Housing Authority (WCHA) has developed a newspaper that is sent directly to each resident on a quarterly basis. We include in this publication any changes or notices in policies along with various client based services available within the area, that will benefit both elderly and family residents.

During inspections staff continue to be assigned to discuss with the residents their various needs and problems.

The WCHA has implemented a resident survey addressing the departments and services for our residents. Once completed and returned the WCHA will evaluate the indicators and determine the overall needs of the residents. The WCHA shall continue to work with the Resident Advisory Board and continue to publish its quarterly newsletter.

The Executive Director shall continue each month inspecting developments and conducting a general walk through to meet with residents and to get a better review of the actual development and it's existing problems or accomplishments.

As resident complaints arise, the WCHA addresses each complaint on an individual and timely basis.

2. VAWA COMPLIANCE

The Williamson County Housing Authority has instituted the use of the HUD form 50066, Certification of Domestic Violence, Dating Violence or Stalking; and no applicant or resident will be denied admission if they are otherwise qualified, if they are a victim of domestic violence or stalking.

3. CARBON MONOXIDE DETECTOR COMPLIANCE

Prior to January 1, 2007, The Williamson County Housing Authority completed installation of carbon monoxide detectors in all public housing units.

4. COMMUNITY SERVICE REQUIREMENTS

1. The administrative steps being taken to implement the Community Service Requirement are as follows:

a -b. At time of lease-up, each tenant certifies, in writing, of his/her receipt of the following "Community Service Requirements Notice:

"Every household member, 18 years of age or older will be **REQUIRED** to perform eight (8) hours of community service each month. This requirement does not apply to persons sixty-two (62) years of age or older, disabled persons, persons already employed at least twenty (20) hours per week, persons exempted from work requirements un State welfare to work programs, persons receiving assistance under a State program such as TANF, that are in compliance with these programs. You may also be exempt from this program if you are a full time student, or are the caregiver for a household member that is disabled. You must request an exemption form from our office and provide all required documentation in order to qualify for one of these exemptions. If you don not qualify for an exemption you **MUST** perform eight (8) hours of service per month in order to stay in compliance with your lease. A copy of our provider list is available at our office, or at your request, one will be mailed to you."

c. WCHA residents are notified, in writing, monthly, as to the status of their community service requirement and compliance.

d. The WCHA has no cooperative agreements with TANF.

e. The WCHA's Social Services Coordinator administers the Community Service Program.

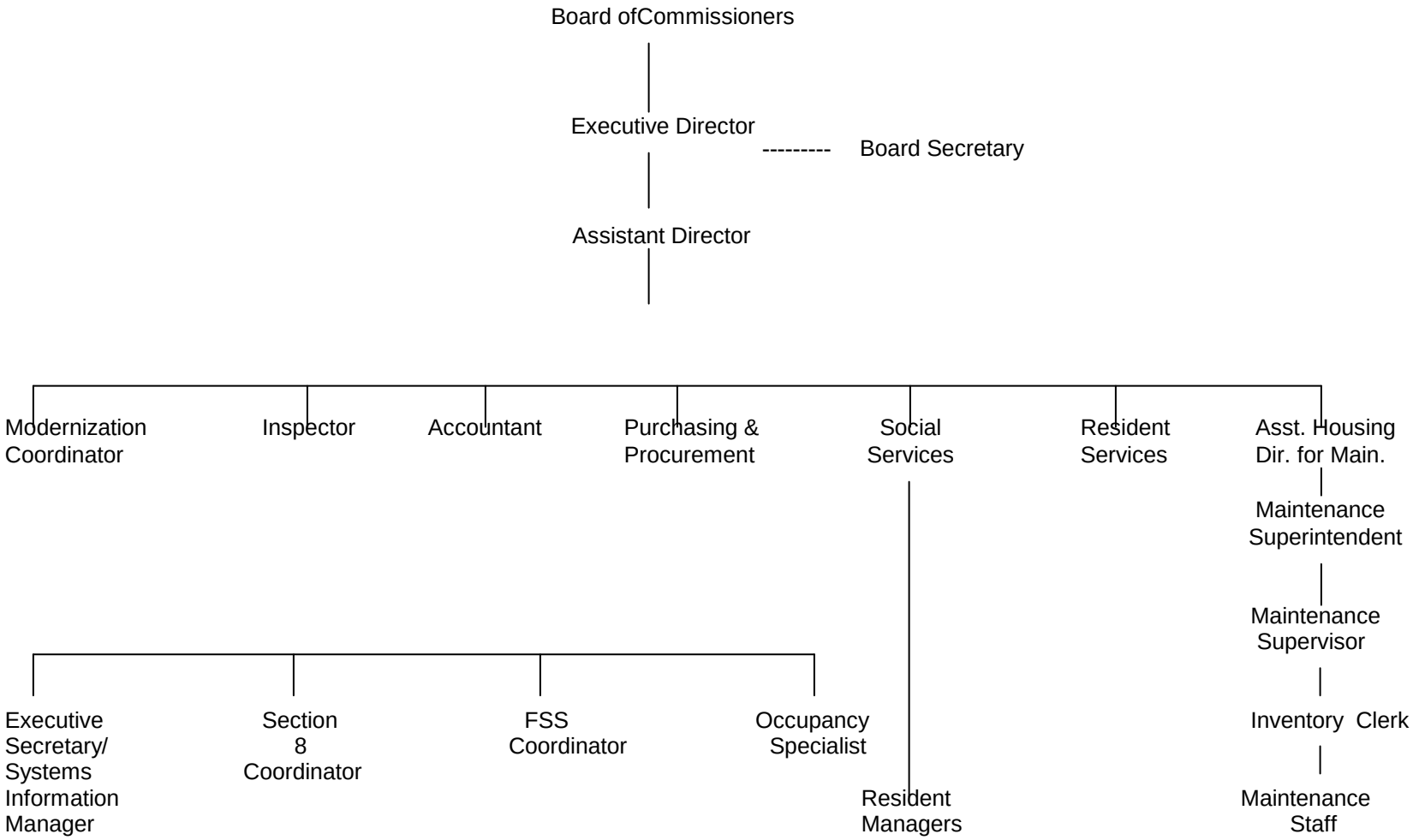
2. Programmatic aspects of Community Service Requirement:

a. Community Service activities may include, but are not limited to: improving the physical environment of the resident's developments; selected office related services in the development of Administrative Office; volunteer services in local schools, day care centers, hospitals, nursing homes, youth or senior organizations and recreation centers.

b. Tenants are notified that community service may be performed, but is not limited to, the following providers: Marion Salvation Army; West Monroe Apostolic Church; Maple House Shelter Care Home; First United Methodist Church; Herrin Salvation Army; Williamson County Programs on Aging; Williamson County Crisis Center; Addus Adult Day Services; Johnston City Ministerial Alliance; and Our Directions. Contact names, addresses and phone numbers are also provided.

c. Pursuant to the WCHA Community Service Policy, tenants are advised of the process to cure noncompliance as follows: "that before the expiration of the lease term, the PHA must offer the resident an opportunity to cure the non-compliance during the next twelve (12) month period. Such a cure includes a written agreement by the non-compliant adult to complete as many additional hours of community service activity needed to make up the total number of hours required over the twelve (12) month term of the lease."

ORGANIZATIONAL CHART
HOUSING AUTHORITY OF THE COUNTY OF WILLIAMSON, ILLINOIS



CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Housing Authority of the County of Williamson	**Grant Type and Number** Capital Fund Program Grant No: IL06-P050-501-04 Replacement Housing Factor Grant No:	**Federal FY of Grant: 2004**

Original Annual Statement ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
X Performance and Evaluation Report for Period Ending: 6/30/07 ☐ **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 Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	42,000		42,000	42,000
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	160,000		160,000	160,000
8	1440 Site Acquisition				
9	1450 Site Improvement	235,500	111,102.77	111,102.77	13,353.41
10	1460 Dwelling Structures	784,440	934,541.23	934,541.23	909,880.70
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	26,404	700.00	700.00	700.00
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines…..)	1,248,344	1,248,344	1,248,344	1,125,934.11
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: Housing Authority of the County of Williamson		**Grant Type and Number** Capital Fund Program Grant No: IL06-P050-501-04 Replacement Housing Factor Grant No:					**Federal FY of Grant:** 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
IL-50-5	a. Water Lines		1450	16 Units	50,000	-0-			
	b. Sewers		1450	16 Units	80,000	-0-			
	c. Parking/Lighting		1450	16 Units	80,000	-0-			
	d. Sidewalks		1450	16 Units	25,500	-0-			
	e. Plumbing		1460	16 Units	60,000	110,339.4	110,339.4	110,339.4	
	f. Electrical		1460	16 Units	80,000		80,000	80,000	In
	g. Bathrooms		1460	16 Units	77,370		77,370	77,370	Progress
	h. Kitchens		1460	16 Units	75,070		75,070	75,070	
	i. Interior Doors		1460	16 Units	46,000		46,000	46,000	
	j. Exterior Storage		1460	16 Units	125,000		125,000	120,000	
	k. Drywall/Insulation		1460	16 Units	115,000	225,101.2	225,101.2	225,101.2	
	l. Asbestos Abatement		1460	16 Units	80,000	120,000	120,000	120,000	
	m. Floor Tile		1460	16 Units	46,000		46,000	46,000	
	n. Gas Furnaces and Flues		1460	16 Units	80,000	29,660.53	29,660.53	10,000	
	o. Relocation		1495	16 Units	26,404	-0-			
	Subtotal				1,046,344	934,541.2	934,541.2	909,880.7	
IL-50-3	a. Water Lines		1450	26 Units	-0-	61,102.77	61,102.77	13,353.41	
	b. Gas Lines		1450	26 Units	-0-	10,000	10,000	-0-	Completed
	c. Sewers		1450	26 Units	-0-	40,000	40,000	-0-	
	d. Relocation		1495	2 Units	-0-	700	700	700	
	Subtotal				-0-	111,802.7	111,802.7	13,353.41	

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

PHA Name: Housing Authority of the County of Williamson		**Grant Type and Number** Capital Fund Program Grant No: IL06-P050-501-04 Replacement Housing Factor Grant No:					**Federal FY of Grant: 2004**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
HA Wide	a. Modernization Coordinator		1410		41,000		41,000	41,000	
	Salary								Completed
	b. Accountant Salary		1410		1,000		1,000	1,000	
	Subtotal				42,000				
Fees & Costs	a. A/E Design for 50-5		1430		160,000	24,000	24,000	24,000	
									Completed
	b. A/E Design For 50-3		1430		-0-	136,000	136,000	136,000	
	Subtotal				160,000	160,000	160,000	160,000	
	Grand Total				1,248,344				

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

PHA Name: Housing Authority of the County of Williamson	**Grant Type and Number** Capital Fund Program No: IL06-P050-501-04 Replacement Housing Factor No:	**Federal FY of Grant: 2004**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
IL-50-5	9/13/06		9/13/06	9/13/08			
IL-50-3	9/13/06		9/13/06	9/13/08			
HA Wide	9/13/06		6/30/05	9/13/08		12/31/05	

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Housing Authority of the County of Williamson	**Grant Type and Number** Capital Fund Program Grant No: IL06-P050-501-05 Replacement Housing Factor Grant No:	**Federal FY of Grant: 2005**

Original Annual Statement ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
X Performance and Evaluation Report for Period Ending: 6/30/07 ☐ **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 Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	42,000	50,875.17	50,875.17	50,875.17
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	160,000		160,000	134,201.16
8	1440 Site Acquisition				
9	1450 Site Improvement	235,500		193,867.16	57,855.40
10	1460 Dwelling Structures	716,184		593,439.30	380,489.86
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	26,404	17,528.83	2,950	2,950
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines…..)	1,180,088	1,180,088	1,001,131.63	626,371.59
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: Housing Authority of the County of Williamson	**Grant Type and Number** Capital Fund Program Grant No: IL06-P050-501-05 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 2005

Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
IL-50-5	a. Water Lines		1450	25 Units	50,000	-0-			
	b. Sewers		1450	25 Units	80,000	-0-			
	c. Parking/Lighting		1450	25 Units	80,000	41,632.84			
	d. Sidewalks		1450	25 Units	25,500	-0-			
	e. Plumbing		1460	25 Units	60,000	82,000	82,000	68,000	
	f. Electrical		1460	25 Units	60,000	82,000	82,000	68,000	In
	g. Bathrooms		1460	25 Units	77,370	99,370	99,370	78,000	Progress
	h. Kitchens		1460	25 Units	75,070	97,070	97,070	69,624.53	
	i. Interior Doors		1460	25 Units	46,000	68,000	68,000	48,000	
	j. Exterior Storage		1460	25 Units	116,744	-0-			
	k. Drywall/Insulation		1460	25 Units	115,000	93,370.60	-0-		
	l. Asbestos Abatement		1460	25 Units	60,000		35,690.60	-0-	
	m. Floor Tile		1460	25 Units	46,000	67,679.30	67,679.30	48,865.33	
	n. Gas Furnaces and Flues		1460	25 Units	60,000	5,064.70	-0-		
	o. Relocation		1495	25 Units	26,404	17,128.83	2,550	2,550	
	Subtotal				978,088	713,316.2	534,359.9	383,039.8	

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

PHA Name: Housing Authority of the County of Williamson		**Grant Type and Number** Capital Fund Program Grant No: IL06-P050-501-05 Replacement Housing Factor Grant No:					**Federal FY of Grant: 2005**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
IL-50-3	a. Parking		1450	10 Units	-0-	22,681.40	22,681.40	-0-	
	b. Sewers		1450	10 Units	-0-	21,185.76	21,185.76	-0-	
	c. Plumbing		1460	10 Units	-0-	6,371.21	6,371.21	-0-	
	d. Floor Tile		1460	10 Units	-0-	11,106.00	10,106.00	-0-	Completed
	e. Drywall		1460	10 Units	-0-	2,424.00	2,424.00	-0-	
	f. Exterior Storage		1460	10 Units	-0-	1,728.19	1,728.19	-0-	
	g. Relocation		1495	1 Unit	-0-	400.00	400.00	400.00	
	Subtotal				-0-	65,896.56	65,896.56	400.00	
IL-50-7	a. Water Lines		1450	12 Units	-0-	50,000	50,000	17,000	
	b. Sewers		1450	12 Units	-0-	50,000	50,000	40,855.40	In
	c. Parking		1450	12 Units	-0-	50,000	50,000	-0-	Progress
	d. Electrical		1460	12 Units	-0-	40,000	40,000	-0-	
	Subtotal				-0-	190,000	190,000	57,855.40	

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

PHA Name: Housing Authority of the County of Williamson		**Grant Type and Number** Capital Fund Program Grant No: IL06-P050-501-05 Replacement Housing Factor Grant No:					**Federal FY of Grant: 2005**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
HA Wide	a. Modernization Coordinator		1410		41,000	49,875.17	49,875.17	49,875.17	
	Salary								Completed
	b. Accountant Salary		1410		1,000		1,000	1,000	
	Subtotal				42,000	50,875.17	50,875.17	50,875.17	
Fees & Costs	a. A/E Design for 50-5 & 50-7		1430		160,000		160,000	134,201.1	In
									Progress
	Subtotal				160,000		160,000	134,201.1	
	Grand Total				1,180,088				

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

PHA Name: Housing Authority of the County of Williamson	**Grant Type and Number** Capital Fund Program No: IL06-P050-501-05 Replacement Housing Factor No:	**Federal FY of Grant: 2005**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
IL-50-3	8/17/07			8/17/09			
IL-50-5	8/17/07			8/17/09			
IL-50-7	8/17/07			8/17/09			
HA Wide	8/17/07		12/31/0	8/17/09			

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Housing Authority of the County of Williamson	**Grant Type and Number** Capital Fund Program Grant No: IL06-P050-501-06 Replacement Housing Factor Grant No:	**Federal FY of Grant: 2006**

Original Annual Statement ☐ **Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)**
X Performance and Evaluation Report for Period Ending: 6/30/07 ☐ **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	100,000		42,070.64	42,070.64
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	50,000	50,104.77	50,104.77	37,469.90
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	120,000		46,059	-0-
8	1440 Site Acquisition				
9	1450 Site Improvement	315,500		-0-	
10	1460 Dwelling Structures	501,683	501,578.23	-0-	
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	7,000		-0-	
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines…..)	1,094,183	1,094,183	138,234.41	79,540.54
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: Housing Authority of the County of Williamson		**Grant Type and Number** Capital Fund Program Grant No: IL06-P050-501-06 Replacement Housing Factor Grant No:					**Federal FY of Grant:** 2006		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
IL-50-5	a. Water Lines		1450	16 Units	100,000		-0-		
	b. Sewers		1450	16 Units	90,000		-0-		
	c. Parking/Lighting		1450	16 Units	90,000		-0-		
	d. Sidewalks		1450	16 Units	35,500		-0-		
	e. Plumbing		1460	16 Units	60,000		-0-		A/E
	f. Electrical		1460	16 Units	91,399		-0-		Designing
	g. Bathrooms		1460	16 Units	77,370		-0-		Bidding
	h. Kitchens		1460	16 Units	75,070		-0-		Document
	i. Interior Doors		1460	16 Units	21,844	21,739.23	-0-		
	j. Drywall/Insulation		1460	16 Units	70,000		-0-		
	k. Asbestos Abatement		1460	16 Units	60,000		-0-		
	l. Floor Tile		1460	16 Units	46,000		-0-		
	m. Relocation		1495	16 Units	7,000		-0-		
	Subtotal				824,183	824,078.2	-0-		

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

PHA Name: Housing Authority of the County of Williamson		**Grant Type and Number** Capital Fund Program Grant No: IL06-P050-501-06 Replacement Housing Factor Grant No:					**Federal FY of Grant: 2006**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
HA Wide	a. Modernization Coordinator		1410		49,000		49,000	36,365.13	
	Salary								In
	b. Accountant Salary		1410		1,000	1,104.77	1,104.77	1,104.77	Progress
	Subtotal				50,000	50,104.77	50,104.77	37.469.90	
Fees & Costs	a. A/E Design for 50-5		1430		120,000		46,059	-0-	In
									Progress
	Subtotal				120,000		46,059		
HA Wide	a. Operations		1406		100,000		42,070.64	42,070.64	In
									Progress
	Subtotal				100,000		42,070.64	42,070.64	
	Grand Total				1,094,183				

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

PHA Name: Housing Authority of the County of Williamson	**Grant Type and Number** Capital Fund Program No: IL06-P050-501-06 Replacement Housing Factor No:	**Federal FY of Grant: 2006**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
IL-50-5	7/17/08			7/17/10			
HA Wide	7/17/08			7/17/10			

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

PHA Name Housing Authority Of the County of Williamson				X **Original 5-Year Plan** ☐ **Revision No:**	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: IL 06P050501-09 PHA FY: 2009	Work Statement for Year 3 FFY Grant: IL 06P050501-10 PHA FY: 2010	Work Statement for Year 4 FFY Grant: IL 06P050501-11 PHA FY: 2011	Work Statement for Year 5 FFY Grant: IL 06P050501-12 PHA FY: 2012
	Annual Statement				
IL-50-7			480,000		
IL-50-10		807,183			
IL-50-11					
IL-50-12				937,183	937,183
IL-50-15			217,183		
IL-50-16		60,000			
IL-50-18		10,000			
IL-50-19					
IL-50-20		60,000			
IL-50-21			60,000		
IL-50-22			60,000		
IL-50-23			60,000		
IL-50-24			60,000		
Administration		52,000	52,000	52,000	52,000
Fees & Costs		100,000	100,000	100,000	100,000
Relocation		5,000	5,000	5,000	5,000
Total CFP Funds (Est.)		1,094,183	1,094,183	1,094,183	1,094,183
Total Replacement Housing Factor Funds					

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : 2 FFY Grant: IL06-P050-501-09 PHA FY: 2009			Activities for Year: 2 FFY Grant: IL06-P050-501-09 PHA FY: 2009		
		IL-50-10			IL-50-16	
	Water & Gas Lines	12 Units	77,644	Roofing	30 Units	60,000
	Sewers	12 Units	72,000			
	Parking & Lighting	12 Units	50,000	Subtotal		60,000
	Sidewalks	12 Units	25,500			
See Annual	Plumbing	12 Units	60,000			
Statement	Electrical	12 Units	60,000			
	Bathrooms	12 Units	77,370		IL-50-18	
	Kitchens	12 Units	75,070			
	Interior Doors	12 Units	45,399	Roofing	24 Units	10,000
	Exterior Storage	12 Units	66,200			
	Drywall/Insulation	12 Units	75,000	Subtotal		10,000
	Asbestos Abatement	12 Units	60,000			
	Floor Tile	12 Units	63,000			
	Subtotal		807,183		IL-50-20	
				Gas Furnaces	24 Units	60,000
				Subtotal		60,000

Activities for Year 1	Activities for Year : 3 FFY Grant: IL06-P050-501-10 PHA FY: 2010			Activities for Year: 3 FFY Grant: IL06-P050-501-10 PHA FY: 2010		
		IL-50-7			IL-50-21	
	Doors	12 Units	36,000	Gas Furnaces	30 Units	60,000
	Bathrooms	12 Units	50,000			
	Kitchens	12 Units	50,000	Subtotal		60,000
	Floor Tile	12 Units	40,000			
See Annual	Sidewalks	12 Units	35,000			
Statement	Exterior Storage	12 Units	36,000		IL-50-22	
	Drywall/Insulation	12 Units	60,000			
	Plumbing	12 Units	34,000	Gas Furnaces	30 Units	60,000
	Electrical	12 Units	34,000			
	Asbestos Abatement	12 Units	60,000	Subtotal		60,000
	Parking/Lighting	12 Units	45,000			
	Subtotal		480,000		IL-50-23	
				Gas Furnaces	30 Units	60,000
		IL-50-15				
				Subtotal		60,000
	Furniture	Community Rooms	10,000			
	Windows	63 Units	48,000			
	Doors	63 Units	30,000		IL-50-24	
	Electrical	63 Units	35,000			
	Plumbing	63 Units	40,183	Gas Furnaces	30 Units	60,000
	Elevators	2 Units	15,000			
	Handrails	6 Hallways	10,000	Subtotal		60,000
	Floor Tile	Common Areas	14,000			
	Asbestos Abatement	Common Areas	10,000			
	Interior Painting	Common Areas	5,000			
	Subtotal		217,183			

Activities for Year 1	Activities for Year : 4 FFY Grant: IL06-P050-501-11 PHA FY: 2011			Activities for Year: 5 FFY Grant: IL06-P050-501-12 PHA FY: 2012		
		IL-50-12			IL-50-12	
	Water & Gas Lines	12 Units	88,000	Water & Gas Lines	12 Units	88,000
	Sewers	12 Units	76,683	Sewers	12 Unit	76,683
	Parking & Lighting	12 Units	70,000	Parking & Lighting	12 Units	70,000
	Sidewalks	12 Units	60,000	Sidewalks	12 Units	60,000
See Annual	Plumbing	12 Units	75,000	Plumbing	12 Units	75,000
Statement	Electrical	12 Units	75,000	Electrical	12 Units	75,000
	Bathrooms	12 Units	77,500	Bathrooms	12 Units	77,500
	Kitchens	12 Units	75,000	Kitchens	12 Units	75,000
	Interior Doors	12 Units	50,000	Interior Doors	12 Units	50,000
	Exterior Storage	12 Units	70,000	Exterior Storage	12 Units	70,000
	Drywall/Insulation	12 Units	75,000	Drywall/Insulation	12 Units	75,000
	Asbestos Abatement	12 Units	75,000	Asbestos Abatement	12 Units	75,000
	Floor Tile	12 Units	70,000	Floor Tile	12 Units	70,000
	Subtotal		937,183	Subtotal		937,183

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report **Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**		
PHA Name: Housing Authority of the County of Williamson	**Grant Type and Number** Capital Fund Program Grant No: IL06-P050-501-07 Replacement Housing Factor Grant No:	**Federal FY of Grant:** **2007**

Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
X 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 Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	52,000		52,000	29,611.44
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	100,000		-0-	
8	1440 Site Acquisition				
9	1450 Site Improvement	350,000		-0-	
10	1460 Dwelling Structures	574,129		-0-	
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	1502 Contingency				
	Amount of Annual Grant: (sum of lines…..)	1,076,129		52,000	29,661.44
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: Housing Authority of the County of Williamson		Grant Type and Number Capital Fund Program Grant No: IL06-P050-501-07 Replacement Housing Factor Grant No:					Federal FY of Grant: 2007		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original	Revised	Total Actual Cost Obligated	Expended	Status of Work
IL-50-2	a. Sanitary Sewers		1450	100 Units	350,000		-0-		
	Subtotal				350,000				
IL-50-10	a. Electrical		1460	24 Units	294,129		-0-		
	Subtotal				294,129				
									Not
									Started
IL-50-11	a. Gas Furnaces		1460	32 Units	70,000		-0-		
	Subtotal				70,000				
IL-50-12	a. Gas Furnaces		1460	54 Units	140,000		-0-		
	Subtotal				140,000				
IL-50-16	a. Gas Boilers		1460	22 Units	70,000		-0-		
	Subtotal				70,000				

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

PHA Name: Housing Authority of the County of Williamson	Grant Type and Number Capital Fund Program Grant No: IL06-P050-501-07 Replacement Housing Factor Grant No:	Federal FY of Grant: 2007

Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
HA Wide	a. Modernization Coordinator		1410		51,000		51,000	28,805.61	In
	Salary								Progress
	b. Accountant Salary		1410		1,000		1,000	855.83	
	Subtotal				52,000				
Fees & Costs	a. A/E For 50-2, 50-10, 50-11		1430		100,000		-0-		Waiting
	50-12, 50-16								For
	Subtotal				100,000				Hud
									Approval
	Grand Total				1,076,129		52,000	29,661.44	

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

PHA Name: Housing Authority of the County of Williamson	**Grant Type and Number** Capital Fund Program No: IL06-P050-501-07 Replacement Housing Factor No:	**Federal FY of Grant: 2007**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
IL-50-2	9/12/09			9/12/11			
IL-50-10	9/12/09			9/12/11			
IL-50-11	9/12/09			9/12/11			
IL-50-12	9/12/09			9/12/11			
IL-50-16	9/12/09			9/12/11			
HA Wide	9/12/09			9/12/11			

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Housing Authority of the County of Williamson	**Grant Type and Number** Capital Fund Program Grant No: IL06-P050-501-08 Replacement Housing Factor Grant No:	**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 Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	52,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	100,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	225,144			
10	1460 Dwelling Structures	702,039			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	10,000			
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	5,000			
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines…..)	1,094,183			
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: Housing Authority of the County of Williamson	**Grant Type and Number** Capital Fund Program Grant No: IL06-P050-501-08 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 2008

Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
IL-50-10	a. Water and Gas Lines		1450	12 Units	77,644				
	b. Sewers		1450	12 Units	72,000				
	c. Parking/Lighting		1450	12 Units	50,000				
	d. Sidewalks		1450	12 Units	25,500				
	e. Plumbing		1460	12 Units	60,000				
	f. Electrical		1460	12 Units	60,000				
	g. Bathrooms		1460	12 Units	77,370				
	h. Kitchens		1460	12 Units	75,070				
	i. Interior Doors		1460	12 Units	45,399				
	j. Exterior Storage		1460	12 Units	71,200				
	k. Drywall/Insulation		1460	12 Units	75,000				
	l. Asbestos Abatement		1460	12 Units	60,000				
	m. Floor Tile		1460	12 Units	63,000				
	o. Relocation		1495	12 Units	5,000				
	Subtotal				817,183				

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

PHA Name: Housing Authority of the County of Williamson	**Grant Type and Number** Capital Fund Program Grant No: IL06-P050-501-08 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 2008

Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
IL-50-11	a. Gas Furnaces		1460	22 Units	55,000				
	Subtotal				55,000				
IL-50-19	a. Gas Furnaces		1460	24 Units	60,000				
	Subtotal				60,000				
IL-50-21	a. Windows		1470	1 Comm.	9,000				
				Building					
	b. Doors		1470	1 Comm.	1,000				
				Building					
	Subtotal				10,000				

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

PHA Name: Housing Authority of the County of Williamson		**Grant Type and Number** Capital Fund Program Grant No: IL06-P050-501-08 Replacement Housing Factor Grant No:					**Federal FY of Grant: 2008**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
HA Wide	a. Modernization Coordinator		1410		51,000				
	Salary								
	b. Accountant Salary		1410		1,000				
	Subtotal				52,000				
Fees & Costs	a. A/E For 50-10, 11, 19 & 21		1430		100,000				
	Subtotal				100,000				
	Grand Total				1,094,183				

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

PHA Name: Housing Authority of the County of Williamson		**Grant Type and Number** Capital Fund Program Grant No: IL06-P050-501-08 Replacement Housing Factor Grant No:					**Federal FY of Grant: 2008**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
HA Wide	a. Modernization Coordinator		1410		51,000				
	Salary								
	b. Accountant Salary		1410		1,000				
	Subtotal				52,000				
Fees & Costs	a. A/E For 50-10, 11, 19 & 21		1430		100,000				
	Subtotal				100,000				
	Grand Total				1,094,183				