

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

PHA Plans

5 Year Plan for Fiscal Years 2009 - 2013

Annual Plan for Fiscal Year 2009

Westmoreland County Housing Authority Greensburg, Pennsylvania

Michael L. Washowich
Executive Director

**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: Westmoreland County Housing Authority

PHA Number: PA-18

PHA Fiscal Year Beginning: 10/2008

PHA Programs Administered:

Public Housing and Section 8
 Section 8 Only
 Public Housing Only
 Number of public housing units: 1904
 Number of S8 units:
 Number of public housing units:
 Number of S8 units: 1879 (includes 125 Mod. Rehab. Units)

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

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

Public Access to Information

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

Main administrative office of the PHA
Westmoreland County Housing Authority
154 South Greengate Road
Greensburg, PA 15601-6392
Telephone: 724-832-7248
Website: www.wchaonline.com

- 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 2009 - 2013
[24 CFR Part 903.5]

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)
The Westmoreland County Housing Authority is committed to providing, preserving, managing and maintaining quality, affordable housing. We strive to make the best use of all available resources, enabling our residents to live in an environment that is clean, well maintained, safe and attractive. Our goal is to manage our Authority units in a manner that is consistent with good, financially sound property management practices. By taking advantage of available community and government resources, we intend to provide our residents with as many opportunities for economic self-sufficiency as we can identify. We endeavor to instill pride and a desire for an enhanced quality of life for our residents and their families. We are committed to serving Westmoreland County residents with professionalism, courtesy, respect and caring.

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:
The Housing Authority will apply for additional Section 8 vouchers based on availability, demand and the Authority's eligibility to apply.
- Reduce public housing vacancies:

The Housing Authority will continue to exert maximum effort to reduce vacancies over the 5- year period. Toward meeting this objective a multifaceted Vacancy Reduction Strategy will be implemented.

- Leverage private or other public funds to create additional housing opportunities:
The Authority may apply for additional Section 8 project based units if funding becomes available. Developments similar to the Village of Easton in the Borough of Irwin will be considered.

- Acquire or build units or developments
Using various federal and/or state financing programs, the Housing Authority will explore the expansion of assisted housing into communities not currently served or underserved. The total number of federally assisted public housing units cannot exceed the number of units under ACC as of October 1, 1999.

- Other (list below)
The Housing Authority will undertake a feasibility analysis to determine the development options (public and private) available on its 56 acre site along South Greengate Road. Senior assisted, mixed income, and private housing as well as commercial/retail development will be considered.

- PHA Goal: Improve the quality of assisted housing
Objectives:

- Improve public housing management: (PHAS score) 86 (12-2007)
The Authority will continue to evaluate and implement management strategies designed to attain/ regain the high performer designation.

- Improve voucher management: (SEMAP score) 97 (1-2008)
The Housing Authority is currently designated a "High Performer".

- Increase customer satisfaction:
The Housing Authority will continue to emphasize timely response to maintenance requests and take actions on tenant concerns and recommendations.

- Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)

- Renovate or modernize public housing units:
The 5-Year Capital Fund Program identifies both near and long term projected improvements to public housing. Many of these improvements will incorporate designs to improve accessibility for the mobility impaired.

- Demolish or dispose of obsolete public housing:
The Housing Authority believes that disposition and demolition are useful and effective tools to reduce density and overcrowding, eliminate dangerous conditions, and dispose of obsolete housing. Toward meeting this objective, the Authority has developed a Vacancy Reduction Strategy that employs various mechanisms that may include disposition and/or demolition. Specific disposition or demolition activities will be identified in subsequent Annual Plans.

- Provide replacement public housing:
Develop new accessible units or traditional assisted housing as per the 504 Implementation Plan and/or Housing Authority acquisition/development objectives.

- Provide replacement vouchers:
 Other: (list below)
During the 5-Year Plan period the Housing Authority will examine all elderly high-rise developments and identify those buildings and units where conversion from efficiency units to accessible one-bedroom units can economically be undertaken. Specific conversions the Housing Authority is considering will be identified in subsequent Annual Plans.

- PHA Goal: Increase assisted housing choices
 Objectives:
 - Provide voucher mobility counseling:
Provide at the time of tenant application for assistance or anytime an applicant inquires about portability.

 - Conduct outreach efforts to potential voucher landlords
The Authority will hold periodic meetings with potential landlords and independently meet with landlords on an as needed basis. The Authority will establish Section 8 Satellite Offices to better serve specific communities.

 - Increase voucher payment standards
The PHA will reevaluate voucher payment standards annually.

 - Implement voucher homeownership program:
See "Other" comment below.

 - Implement public housing or other homeownership programs:
See "Other" comment below.

- Implement public housing site-based waiting lists:
The Housing Authority anticipates managing 28 site based waiting lists during the 5-year period.
- Convert public housing to vouchers:
Explore the conversion of scattered site public housing units to Section 8 voucher based assistance.
- Other: (list below)
The Housing Authority is committed to offering homeownership opportunities to public housing and Section 8 tenants who are interested and financially capable. The Housing Authority has available homeownership programs for both Section 8 HCV and public housing tenants.

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:
The Housing Authority had developed a Deconcentration Policy that is reviewed and updated annually. This Policy provides mechanisms to bring higher income families into lower income developments.
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
The PHA will implement HUD's Deconcentration Policy requirements.
 - Implement public housing security improvements:
All public housing security improvements will be planned through the Capital Fund Action Plan and implemented through the Capital Fund Program.
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
The Housing Authority will consider the feasibility and desirability of designating certain elderly buildings as "Elderly Only". The locations the Authority is considering for designation will be identified in subsequent Annual Plans.
 - Other: (list below)

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

PHAGoal: Promote self -sufficiency and asset development of assisted households

Objectives:

Increase the number and percentage of employed persons in assisted families:
The Housing Authority is committed to increasing the number of employed residents. The Authority promotes self-sufficiency through the Family Self-Sufficiency (FSS) Program and other resident programs. The FSS Coordinator will develop training and employment goals with Sec. 8 and Public Housing tenants and provide job search assistance or connects tenants with agencies that provide job search activities. The Authority plans to increase the number of employed tenants by continuing to offer FSS and other resident programs.

Provide or attract supportive services to improve assistance recipients' employability:
With the signing of a cooperative agreement with the TANF Agency (PA Dept. of Welfare) in June 2003, a significant portion of this goal was accomplished. The Housing Authority will continue to work with the TANF Agency toward increased resident employment.

Housing Authority staff will maintain their active participation in Pennsylvania's Career Links Program. Through the continued success of this "one stop" education and employment center, resident employment opportunities should be positively impacted.

Provide or attract supportive services to increase independence for the elderly or families with disabilities.

Other: (list below)

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing Objectives:

Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
See the Westmoreland County Housing Authority Fair Housing Policy below.

- 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:
See the Westmoreland County Housing Authority Fair Housing Policy below.
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
The 2000 census estimates there are over 60,000 persons in Westmoreland County with an identified disability. In October 2003 the Housing Authority contracted with Accessibility Development Associates, Inc (ADA) to undertake an analysis of all public housing developments and determine the steps that should be taken to bring these developments into compliance with national accessibility standards. Accessibility improvements identified by ADA and approved by HUD began in 2004 and will continue through 2013. The Housing Authority is committing up to 25% of its Annual Capital Fund allocation toward accessibility improvement.

Due to the high cost of undertaking all the recommended mobility and accessible improvements, the Authority will consider leveraging its annual appropriation of Capital Funds by participating in a state wide issuance of Capital Fund Securitized Revenue Bonds, or other funding mechanisms that might become available. This would increase the pool of public funds available to rehabilitate, modernize, acquire or create additional accessible housing opportunities. If this option(s) is implemented additional details will be provided in subsequent Annual Plans/Statements.

- Other: (list below)
The Housing Authority is committed to maintaining compliance with the requirements of the Violence Against Women Act of 2005. Toward meeting these requirements the Authority will adopt policies and explore activities to guarantee that resident victims of domestic violence, dating violence, sexual assault or stalking will (1) continue to have access to the housing opportunities available through the Housing Authority; (2) have a living environment that protects the safety of victims of these crimes and (3) serve as a resource to victims in need of emergency and permanent Section 8 housing as a result of actual or threatened abuse.

The Westmoreland County Housing Authority Fair Housing Policy

(Extracted from the Public Housing Admissions and Continued Occupancy Policy)

It is the policy of the Westmoreland County Housing Authority (PHA) to comply fully with all Federal, State and local nondiscrimination laws and with the rules and regulations governing Fair Housing and Equal Opportunity in housing and employment. The PHA will comply with all laws relating to Civil Rights including:

- Title VI of the Civil Rights Act of 1964
- Title VIII of the Civil Rights Act of 1968 (as amended by the Community Development Act of 1974 and the Fair Housing Amendments Act of 1988)
- Executive Order 11063
- Section 504 of the Rehabilitation Act of 1973
- The Age Discrimination Act of 1975
- Title II of the Americans with Disabilities Act (to the extent that it applies, otherwise Section 504 and the Fair Housing Amendments govern)
- Violence Against Women Reauthorization Act of 2005 (VAWA)
- Any applicable state laws or local ordinances and any legislation protecting individual rights of tenants, applicants, or staff that may subsequently be enacted

When more than one civil rights law applies to a situation, the laws will be read and applied together.

The PHA will not discriminate because of race, color, sex, religion, familial status, age, disability, national origin, marital status or sexual orientation (called “protected classes”).

Familial status includes children under the age of 18 living with parents or legal custodians, pregnant women, and people securing custody of children under the age of 18.

The PHA will not:

- Deny to any family the opportunity to apply for housing, nor deny to any qualified applicant the opportunity to participate in the public housing or housing choice voucher programs
- Provide housing that is different from that provided to others
- Subject anyone to segregation or disparate treatment
- Restrict anyone's access to any benefit enjoyed by others in connection with the housing program
- Treat a person differently in determining eligibility or other requirements for admission

- Steer an applicant or tenant toward or away from a particular area based on any of these factors
- Deny anyone access to the same level of services
- Deny anyone the opportunity to participate in a planning or advisory group that is an integral part of the housing program
- Discriminate in the provision of residential real estate transactions
- Discriminate against someone because they are related to or associated with a member of a protected class
- Publish or cause to be published an advertisement or notice indicating the availability of housing that prefers or excludes persons who are members of a protected class

The PHA will take steps to ensure that families are fully aware of all applicable civil rights laws.

Discrimination Complaints

If an applicant or tenant family believes that any family member has been discriminated against by the PHA, the family should advise the PHA. The PHA will make every reasonable attempt to determine whether the applicant's or tenant family's assertions have merit and take any warranted corrective action.

- Applicants or tenant families who believe that they have been subject to unlawful discrimination may notify the PHA either orally or in writing.
- The PHA will attempt to remedy discrimination complaints made against the PHA.
- The PHA will provide a copy of a discrimination complaint form to the complainant and provide them with information on how to complete and submit the form to HUD's Office of Fair Housing and Equal Opportunity (FHEO).

Persons with Disabilities

The PHA will ensure that persons with disabilities have full access to the PHA's programs and services. This responsibility begins with the first inquiry of an interested family and continues through every programmatic area of all programs. The PHA will ask all applicants and participants if they require any type of accommodations on the intake application, reexamination documents, and notices of adverse action by the PHA. When it is reasonable to do so the PHA will accommodate the needs of a person with a disability(s).

Program Accessibility for Persons with Hearing or Vision Impairments

The PHA to ensure that persons with disabilities related to hearing and vision have reasonable access to the PHA's programs and services At the initial point of contact with

each applicant, the PHA shall inform all applicants of alternative forms of communication that can be used other than plain language paperwork.

Physical Accessibility

The PHA will comply with a variety of regulations pertaining to physical accessibility, including the following.

- PIH 2002-01 (HA), Accessibility Notice
- Section 504 of the Rehabilitation Act of 1973
- The Americans with Disabilities Act of 1990
- The Architectural Barriers Act of 1968
- The Fair Housing Act of 1988

Improving Access to Services for Persons with Limited English Proficiency

The PHA will take affirmative steps to communicate with people who need services or information in a language other than English. These persons will be referred to as Persons with Limited English Proficiency (LEP).

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2009
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Quality Housing and Work Responsibility Act of 1998 required all federally funded Housing Authorities to develop an Annual and a 5-year Plan. These Plans are the subject of annual Public Hearings and presentations before constituent Resident Advisory Board.

The Plan is generally divided into 2 parts: The 5- Year Plan and the Annual Plan.

The 5-Year Plan contains a Mission Statement and broad based goals the Authority hopes to accomplish over a five- year period. As necessary, portions of the 5-year Plan are updated annually to accommodate changes or reflect new programs that have occurred over time.

The 2009 Annual Plan provides interested parties with an overview of Housing Authority operations, programs, projected capital budget expenditures, and significant activities scheduled or anticipated to take place over the upcoming fiscal year. The Annual Plan covers the period October 1, 2008 to September 30, 2009. The Westmoreland County Housing Authority has been developing and submitting Annual Plans to HUD since FY 2000.

The Housing Authority's Annual and 5-Year Plans are coordinated with Westmoreland County's Consolidated Plan.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration - *Attachment A -page 71*
- FY 2009 Capital Fund Program Annual Statement - *Attached*
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- List of Resident Advisory Board Members - *Attachment B-page 75*
- List of Resident Board Member - *Attachment C - page 76*
- Community Service Description of Implementation - *Attachment D- page 77*
- Information on Pet Policy - *Attachment E- page 82*
- Section 8 Homeownership Capacity Statement, if applicable - *Attachment F page 83*
- Violence Against Women Act (VAWA) Initiatives – *Attachment G- page 85*
- Description of Homeownership Programs, if applicable – *Attachment H - page 87*

Optional Attachments:

- PHA Management Organizational Chart *Attachment I- page 102*
- FY 2009 Capital Fund Program 5 Year Action Plan - *Attached*
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) – *Attachment J- page 105*
- Other (List below, providing each attachment name)
 - Site Based Waiting List and Tenant Composition Assessment
Attachment K- page 107
 - Section 8 Project Based Voucher Program- *Attachment L – page 115*
 - Criteria for Substantial Deviation and Significant Amendment or Modification *Attachment M.- page116*
 - Identified Projects for Asset Management (AMPs) – *Attachment N page 117*
 - PHA 5-Year Plan Progress Report – *Attachment O - page119*

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	Related Plan Component
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;</i>	5 Year and Annual Plans
	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i>	Annual Plans
X	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and Standard Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: 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	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA’s public housing and Section 8 tenant-based waiting lists.	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/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Deconcentration Policy and Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
		Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	Public housing grievance procedures <input type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year. <i>(These documents are attached to this Plan)</i>	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	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
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	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, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
X	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program (Chapter 15 of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service	Annual Plan:

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations
X	Project-Based Certificate and Voucher Program Addendum to the Section 8 Administrative Plan	
	Replacement Housing Factor Plan	

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	5,266	5	3	3	1	2	2
Income >30% but <=50% of AMI	4,124	4	3	3	1	2	2
Income >50% but <80% of AMI	5,691	3	3	3	1	2	3
Elderly	8,255	4	3	4	1	1	4
Families with Disabilities	4,060	3	3	3	5	2	2
Race/Ethnicity (White)	19,135						
Race/Ethnicity (Black)	2,334						
Race/Ethnicity (Hispanic)	187						
Race/Ethnicity (Other)	1,680						

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2005-2009 (including the 2008 Action Plan *(In April 2008 the information in the above housing needs chart was reviewed. No additional data has been developed or is available through updated census figures or elsewhere indicating any significant change in housing needs.)*).
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset (*HUD Table 1C – HUD State of the Cities Data Base System; CHAS Data 2000*)

- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)
2000 U.S. Census

The Westmoreland County Consolidated Plan identifies 3 activities to meet affordable housing needs;

1. Continue to stimulate new construction and substantial rehabilitation of affordable housing.
2. Continue to stimulate homeownership opportunities through the County's purchase/rehabilitation/resale program.
3. Continue to support rental housing subsidy payments (TBRA).

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	364		260
Extremely low income <=30% AMI	261	71.7%	
Very low income (>30% but <=50% AMI)	88	24.1%	
Low income (>50% but <80% AMI)	15	4.1%	
Families with children	201	55.2%	
Elderly families	72	19.7%	
Families with			

Housing Needs of Families on the Waiting List			
Disabilities	59	16.2%	
Race/ethnicity (White)	285	78.2%	
Race/ethnicity (Black)	55	15.1%	
Race/ethnicity (Hispanic)	9	2.4%	
Race/ethnicity (Not identified)	15	4.1%	
Characteristics by Bedroom Size (Public Housing Only)			
Efficiency	83	22.8%	14
1BR	97	26.6%	113
2 BR	126	34.6%	103
3 BR	49	15.4%	29
4 BR	9	.6%	1
5 BR	0	0	
5+ BR	0	0	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
 - Public Housing
 - Combined Section 8 and Public Housing
 - Public Housing Site-Based or sub-jurisdictional waiting list (optional)
- If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	1237		261
Extremely low income <=30% AMI	1109	89.6%	
Very low income (>30% but <=50% AMI)	118	9.5%	
Low income (>50% but <80% AMI)	10	.8%	
Families with children	881	71.2%	
Elderly families	78	6.3%	
Families with Disabilities	278	22.4%	
Race/ethnicity (White)	1035	83.6%	
Race/ethnicity (Black)	185	14.9%	
Race/ethnicity (Hispanic)	12	.9%	
Race/ethnicity (Native Amer.)	6	.4%	
Race/ethnicity (Asian)	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			

Housing Needs of Families on the Waiting List

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

If yes:

How long has it been closed (# of months)? Since 11/01/2006

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

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

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)
Section 8 Satellite Offices have been established in New Kensington and Monessen. These offices, staffed on an as needed basis, establish a community presence and provide a location for interviews, recertification meetings,

landlord briefings and application pick-up and return. As needed, additional Satellite Offices in other locations will be considered.

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

The PHA will research the feasibility of designating certain elderly developments as “Elderly Only”.

- 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.

The “Federal Grants” amounts that appear on this form are estimates based on information available as of April 1, 2008

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FFY 2008 grants)	17,260,966	Public Housing and Section 8 Operations and Public Housing Capital Improvements
a) Public Housing Operating Fund	4,700,000	
b) Public Housing Capital Fund	2,321,058	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	10,200,000	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and Self-Sufficiency Grants	0	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below) See Component 18, Consistency with the Consolidated Plan.		
Public Housing FSS	39,908	Family Self Sufficiency
2. Prior Year Federal Grants (unobligated funds only) (list below)	2,232,823	Public Housing Capital Improvements
FFY 2007 Capital Fund	2,232,823	Public Housing Capital Improvements

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
3. Public Housing Dwelling Rental Income	4,200,000	Public Housing Operations
4. Other income (list below)	140,000	
Public Housing Investments	100,000	Public Housing Operations
Section 8 Investments	40,000	Section 8 Operations
5. Non-federal sources (list below)		
Total resources	\$23,833,789	All Program Operations

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)
Eligibility is verified when applicant reaches the top of the waiting list.

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

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

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)

Applicant information is sent to the Westmoreland County Sheriff's Department for any original national criminal record report. If the applicant has a criminal record, the Authority requires the applicant to be fingerprinted and then obtains an FBI Report. Eligibility is determined following receipt and review of the FBI Report.

(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
See Attachment K (Also includes Assessment of the Racial, Ethnic and Disability Demographics)

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)

*Applications for admission can also be sent and received through the mail.
During the 2008/2009 Plan Years the Housing Authority anticipates using the internet as another tool in the public housing application process.*

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? 28

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? *As many as they choose*

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)

- *Families currently receiving public housing assistance or Section 8 Housing Choice Voucher (HCV) holders living in another jurisdiction that has been designated a federally declared disaster area will receive preference over other waiting list placeholders. New applicants to the public housing program must meet the federally declared disaster preference and be income eligible.*
- *Elderly applicants (62 or older and/or disabled or handicapped) have preference over near elderly applicants (50 to 62).*

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.

2 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)
 - (1) Families of federally declared disasters.... (see 2 above)*
 - (1) Elderly applicants..... (see 2 above)*

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)
1. *"Questions and Answers" Booklet and list of all public housing developments are given to new applicants.*
 2. *Fact Sheet for HUD Assisted Public Housing Residents.*

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)
- Reported change in income by tenants (must be reported within 10 days of the change).*

(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.
- 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.

Deconcentration Policy for Covered Developments

Development Name:	Number of Units	Explanation (if any)	Deconcentration policy (if no explanation) (see step 5 at 903.2(c)(1)(v))
Park Manor	102	Below 85%	Target higher

See Attachment A for a copy of the PHA Deconcentration Policy

No family development with 100 or more units (24 CFR 903.2 (b)(2)(i), designated higher income (at or above 115% of the EIR) is at or below 30% of area median income (Feb. 2008) of \$18,000. (24CFR Part 903)

The Authority's Deconcentration Policy is amended annually through the Resolution adopting the Annual Plan. Amendments, in addition to any policy changes, will allow for changes in the developments determined to be subject to the deconcentration and income mixing requirement.

- 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:
Park Manor
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and developments targeted below)
Meeting deconcentration goals has been and continues to be a challenge. Although promotional efforts have increased the number of persons on the Waiting List, the number of families interested in Public Housing is not large enough to initiate a selection process based on income. Virtually all persons who apply and are eligible for public housing are quickly admitted. Eligible

families on the Waiting List are generally in one of the processing steps that lead to admission.

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:
Park Manor

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)

If the Housing Authority determines the applicant has an unsatisfied financial obligation with the WCHA or with any other assisted housing development, additional screening is conducted.

- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes? (*tenants*)
- 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)

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

Note: During the 2009 Plan Year the PHA will continue to screen landlords against 2007 established criteria that excludes participation in the HCV program for drug or violent criminal related activity , registered sex offenders, and others.

Criminal or drug-related activity

Other (describe below)

Upon request, the landlord is given the prospective tenant's prior address and authorization to contact (including a home visit) and determine previous tenancy history. The PHA will also share other documented non-sensitive information they might have available.

(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)

Applications are available by phone request; at all public housing developments and at various agencies including the PA Dept. of Welfare,

Welcome Home Shelter, HOPE Center, Westmoreland Case Management, Domestic Abuse Center, and others. Applications will soon be available through the Authority's web site at www.wchaonline.com.

(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:

Following a review of the documented circumstances/situation the Housing Authority permits up to 120 total days of search time. Families with disabled members or those with special circumstances or needs are given additional search time.

(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)
 1. *Participants of the Transitional Housing Program, sponsored by the Westmoreland Human Opportunities Agency.*
 2. *Public Housing Family Self-Sufficiency program participants who maintain full time employment for 12 consecutive months while under the Family Self- Sufficiency Contract of Participation.*
 3. *Family Unification Program referrals that exceed the target program allocation.*
 4. *Over-housed and under-housed Moderate Rehab. Program families*

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.

2 Date and Time

Former Federal preferences

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
Substandard housing
- 1 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
- (1)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)

- (1) Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Targeted Voucher Programs (TVP).
Family Unification in conjunction with the Westmoreland County Children's Bureau. 55 units are currently set-aside for the Family Unification Program. This number may be increased if more applications are received. As of 04/01/2008, 83 families are being served through this targeted program.
- Other preference(s) (list below)

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

The Housing Authority and HUD are concerned that all family income is not being properly reported. Public Housing and Section 8 tenants are reminded that HUD regulations, 24 CFR Parts 960.259 (c) and 982.516 (a) in addition to local Policy, require the Housing Authority to obtain and document in the tenant files, prior to admission to assisted housing, independent third party verification of reported family income, the value of assets, expenses related to deductions from income and other factors affecting adjusted income. The Housing Authority has also instituted third party verification procedures, including use of the Enterprise Income Verification System (EIV), to ensure federal income reporting requirements are met at the time of recertification. Third party and EIV verifications will continue into the foreseeable future.

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.)
In accordance with 24 CFR Part 960.253 the Housing Authority will continue to give families occupying public housing the opportunity to choose between two methods of determining the amount of tenant rent payable monthly by the family. The family may choose to pay either a flat rent or an income-based rent. In addition, the Housing Authority will continue to offer a discretionary ceiling rent.

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:

Waiver of the minimum rent in PHA approved hardship cases (documentation from tenant must be available).

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

A tenant may select between an income-based rent and flat rent. Flat rents and ceiling rents are periodically examined and adjusted to accommodate market changes and/or changes due to the utility allowance.

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)
Exclusions for payment of child support and/or alimony

e. Ceiling rents

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

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

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

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

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

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

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)

An increase in income when received from a current employer does not trigger a rent adjustment until the next recertification.

- 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

The Housing Authority's Flat Rent Schedule is reviewed and updated periodically to reflect changes in local rental markets. Attached is the Flat Rent schedule currently in effect.

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)

Fair Market Rents

Ceiling Rents

Section 8 Payment Standards

**Westmoreland County Housing Authority
FLAT RENT SCHEDULE**

Following is the Flat Rent Schedule currently in affect.

EFF	\$335.00
1 BR	\$400.00
2 BR	\$425.00
3 BR	\$450.00
4 BR	\$475.00
5 BR	\$500.00

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

- Success rates of assisted families
- Rent burdens of assisted families

- Other (list below)
- *HUD Notice 2004-7 (HA) issued on April 22, 2004, as amended.*
 - *Level of participation by currently assisted landlords.*

(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)

Waiver of the minimum rent in PHA approved hardship cases will continue as necessary throughout the 2009 Plan Year.

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. *Attachment I*
- 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	1904	260
Section 8 Vouchers	1754	261
Section 8 Certificates		
Section 8 Mod Rehab	125	31
Special Purpose Section 8 Certificates/Vouchers (list individually)	83 Family Unification 121 FSS	10 5
Public Housing Drug Elimination Program (PHDEP)		
Public Housing FSS	49 (3-2008)	3
Other Federal Programs(list individually)		
202 Developments	Latrobe – 96 units Arnold – 125 units Hempfield –202 units	

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)

The Maintenance operations of the Housing Authority are under the direction of 3 Regional Maintenance Supervisors. Each Supervisor is responsible for all maintenance activities within a specified geographical area. The Maintenance Supervisors report to a Physical Operations Director. The Physical Operations Manager and the Regional Maintenance Supervisors coordinate public housing maintenance through the Asset Management Property Managers. Twice monthly meetings achieve coordination. Each Asset Management Property Manager is responsible for the supervision of employees, receiving and completing work-orders, annual inspections of the units, lawn care, snow removal and preventive maintenance functions. This organizational structure was newly created to accommodate transition to the HUD required Asset Management model and has been in operation for less than one year. Considered a "work in progress", changes or modifications may be necessary following additional operational experience. An organizational chart appears as an attachment to this Plan.

Specific written rules and standards exist on the handling of work-orders. Long standing operational policy and past practices are followed in other areas. Copies of existing policies as well as overall administrative rules and regulations, including civil service and union rules are maintained at the offices of the Regional Supervisors as well as the Main Administrative Offices.

The Housing Authority maintenance staff performs pest control.

(2) Section 8 Management: (list below)

*Section 8 Administration Plan
Housing Quality Standards
HUD Directives*

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) *pa018a01* (Also appears as an Attachment to this Annual Plan)

The Housing Authority is reserving the right to use the maximum amount permitted under Part 1, Section 9 of the U.S. Housing Act, as amended (Section 519 (g) (1) of the QHWRA) for Housing Authority operations, management improvement and program administration

-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) *pa018b01* (Also appears as an Attachment to this Annual Plan)

-or-

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

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

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

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

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

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

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

If yes, list development name/s below:

Based on the availability of funding and the eligibility of the Housing Authority. Various developments are under consideration for revitalization including those in New Kensington and Monessen

- 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:

The Housing Authority is considering mixed financing opportunities based on the availability of favorable financing

- 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:

The Housing Authority and Westmoreland County have begun to discuss the potential of utilizing the administrative and management skills of the Housing Authority related to county

owned assisted housing. Consideration is being given to the Housing Authority assuming management and ownership responsibilities of various county owned elderly and family developments. No dates have been established and many financial details have yet to be resolved.

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.)

The Housing Authority has established a policy relative to the disposition and/or demolition of public housing. Generally, this policy calls for the exposure and sale of any excess units to the outside market, including any capable tenant organization, prior to initiating demolition activity.

Previous Annual Plans discussed the possibility of undertaking partial demolition activities at selected sites to eliminate vacant substandard units and further the objectives of the agency- wide Vacancy Reduction Strategy. These demolitions will be reevaluated based on the new disposition/demolition policy.

Initially the Housing Authority will explore the possibility of submitting either a disposition or demolition proposal to HUD concerning units in East Ken Manor Annex and Park Manor. If a demolition proposal is developed, a corresponding Hope VI demolition application, used to secure funding for demolition, will be considered. Following the demolition the Housing Authority will propose a new construction homeownership program at East Ken Manor Annex. The Authority will explore the construction or acquisition of attached or detached units for sale to low income families.

Should the need develop; the Housing Authority is reserving its option to demolish units at any public housing site under the de minimis exception for demolition provided by the QHWRA.

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: East Ken Manor Annex	
1b. Development (project) number: PA018000001P (PA 18-16)	
2. Activity type: Demolition <input checked="" type="checkbox"/>	
Disposition <input checked="" type="checkbox"/>	
3. Application status (select one)	
Approved <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input checked="" type="checkbox"/>	
4. Date application approved, submitted, or <u>planned</u> for submission: During the FY 2009 Plan Year.	
5. Number of units affected: Not to exceed 52	
6. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total development	
7. Timeline for activity:	
a. Actual or projected start date of activity: Not yet determined	
b. Projected end date of activity:	

Demolition/Disposition Activity Description	
1a. Development name: Park Manor	
1b. Development (project) number: PA018000002P (PA 18-2)	
2. Activity type: Demolition <input checked="" type="checkbox"/>	
Disposition <input checked="" type="checkbox"/>	
3. Application status (select one)	
Approved <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input checked="" type="checkbox"/>	
4. Date application approved, submitted, or <u>planned</u> for submission: During the FY 2009 Plan Year.	
5. Number of units affected: Not to exceed 20	
6. Coverage of action (select one)	
<input checked="" type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	
7. Timeline for activity:	
a. Actual or projected start date of activity: Not yet determined.	
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.)

The Authority has not designated nor applied for designation at this time. However, the Housing Authority will study the need and feasibility of designating certain developments as “Elderly Only” during the 2008-2009 Plan Years. Initially, priority will be placed on examining elderly units in the City of Monessen. If the analysis determines designation to be a viable approach to deal with tenant concerns, a specific development(s) will be identified and a proposal(s) will be prepared and submitted to HUD.

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: Eastgate Manor	
1b. Development (project) number: 18-5 AMP-3	
2. Designation type:	
Occupancy by only the elderly	<input checked="" type="checkbox"/>
Occupancy by families with disabilities	<input type="checkbox"/>
Occupancy by only elderly families and families with disabilities	<input type="checkbox"/>
3. Application status (select one)	
Approved; included in the PHA's Designation Plan	<input type="checkbox"/>
Submitted, pending approval	<input type="checkbox"/>
Planned application	<input checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(Not yet determined)</u>	
5. If approved, will this designation constitute a (select one)	
<input checked="" type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	
6. Number of units affected: 50	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total development	

Designation of Public Housing Activity Description	
1a. Development name: Valley Manor	
1b. Development (project) number: 18-6 AMP 3	
2. Designation type:	
Occupancy by only the elderly	<input checked="" type="checkbox"/>
Occupancy by families with disabilities	<input type="checkbox"/>
Occupancy by only elderly families and families with disabilities	<input type="checkbox"/>
3. Application status (select one)	
Approved; included in the PHA's Designation Plan	<input type="checkbox"/>
Submitted, pending approval	<input type="checkbox"/>
Planned application	<input checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(Not yet determined)</u>	
5. If approved, will this designation constitute a (select one)	
<input checked="" type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	
7. Number of units affected: 72	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total development	

Designation of Public Housing Activity Description	
1a. Development name: Westgate Manor	
1b. Development (project) number: 18-8A AMP 4	
2. Designation type:	
Occupancy by only the elderly <input checked="" type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one)	
Approved; included in the PHA's Designation Plan <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input checked="" type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: <u>(Not yet determined)</u> .	
5. If approved, will this designation constitute a (select one)	
<input checked="" type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	
8. Number of units affected: 68	
7. Coverage of action (select one)	
<input checked="" type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

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

<input type="checkbox"/>	Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:)
<input type="checkbox"/>	Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:)
<input type="checkbox"/>	Requirements no longer applicable: vacancy rates are less than 10 percent
<input type="checkbox"/>	Requirements no longer applicable: site now has less than 300 units
<input type="checkbox"/>	Other: (describe below)

Component 10 (B) Voluntary Conversion Initial Assessments

- a. How many of the PHA’s developments are subject to the Required Initial Assessments? 30
- b. How many of the PHA’ developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not generally occupancy projects)? 0
- c. How many assessments were conducted for the PHA’s covered developments? 30
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessment:

No Family Public Housing Development was identified for Section 202 Conversion.

Development Name	Number of Units

- e. If the PHA has not completed the Required Initial Assessments, describe the status.
24 CFR Part 972.200 Subpart B and HUD regulations required Housing Authorities to undertake a Required Initial Assessment of all family developments to determine if conversion was/is appropriate. Para.(e) requires that a Certification associated with the Initial Assessment be included in the PHA Plan following completion of the Assessment. The Westmoreland County Housing Authority Certification appeared in the 2003 PHA Plan. The Assessment examined 30 Housing Authority developments, and found that conversion to Tenant Based Assistance would not be cost effective and was therefore considered inappropriate at the time.

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

The Housing Authority will reassess the implications of voluntarily converting its scattered site developments (156 units) to voucher based assistance. The required initial assessment on these sites was completed in 2002 and is now 6 years old. Rising costs associated with scattered site housing makes a revaluation appropriate. The following sites are being reassessed:

<i>Development</i>	<i>Number of Units</i>
<i>18-17 Latrobe Townhouses</i>	<i>20</i>
<i>18-18 Arnold Townhouses</i>	<i>20</i>
<i>18-19 Greensburg Townhouses</i>	<i>20</i>
<i>18-20 Vandergrift Townhouses</i>	<i>20</i>
<i>18-23 Jeannette Townhouses</i>	<i>30</i>
<i>18-24 Lower Burrell Townhouses</i>	<i>30</i>
<i>18-43 Penn Manor</i>	<i>16</i>

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

HUD Regulations implementing Section 33 of the 1937 Housing Act are contained in 24 CFR Part 972. These regulations require Housing Authorities to develop Conversion Plans and convert general occupancy public housing developments to tenant based assistance (Section 8) if specific criteria is evident. That criterion is enumerated at 24CFR Part 972.124. Specifically, required conversion is directed at family public housing developments with 250 or more units (contiguous projects count as a single development). Other criteria including specified vacancy rates over defined periods most also be evident. Following a review of all general occupancy public housing developments the Housing Authority has determined NO development(s) meet the current threshold requirement for the preparation of a Required Conversion Plan

In addition to the conversions discussed in the QHWRA, the Housing Authority has over the past 5 years undertaken numerous “conversions” as they relate to providing 504 accessible housing. These conversions, better described as “the reconfiguration of interior space”, generally involve taking 2 small efficiency units and converting (combining) them to create a single one-bedroom unit. With limited or no market for the small efficiency units the Housing Authority will explore expanding these conversion efforts to units other than those used for accessible housing. Consideration will also be given to meeting specific housing needs (i.e.: unit size) on a project by project basis using this conversion technique.

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: East Ken Manor Annex 1b. Development (project) number: PA018000001P (PA 18-16)
2. Federal Program authority: <input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input checked="" type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99) Other resources that might be available will be explored.
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (01/05/2009)
5. Number of units affected: 52 units to be demolished -Site Plan for new units not developed
6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

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

The Housing Choice Voucher Homeownership Policy was rewritten/updated in December 2006 and has been included in the Section 8 Housing Choice Voucher Administrative Plan. The Administrative Plan is included as a supporting document to this Annual Plan. This Policy meets all HUD requirements as defined in 24 CFR Parts 5, 903 and 982. The Authority currently (April 2008) has 10 families receiving HCV homeownership assistance. Additional families are undergoing credit and homeownership counseling. The Authority hopes to expand the number of participants in the HCV Homeownership program by 2 to 4 annually.

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

The Housing Authority's Section 8 - Housing Choice Voucher Homeownership Policy and the Homeownership Capacity Statement are included as Attachments F and H to this Plan.

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- Yes No: Has the PHA 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?

June 15, 2003

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)
- *A TANF Agency representative sits on the Housing Authority's 18 member Family Self Sufficiency and Rental Services/Case Management Advisory Board and provides letters of support when needed.*
 - *Through the Cooperative Agreement developed with the TANF Agency the Housing Authority has direct on-line access to TANF data bases to perform income verifications of public housing and Section 8 applicants and recipients.*
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
Westmoreland Human Opportunities (WHO), Community College, PIC, PA Career Link, Child Care Assistance and others.
- Jointly administer programs
The Homeless Assistance Program and the Emergency Shelter Grant Program are jointly administered with Westmoreland County.
- 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) See Below	Eligibility (public housing or section 8 participants or both)
Family Unification Program	83	Specific Criteria	Main Office/ Westmoreland Co. Children's Bureau.	Section 8
Child Care Assistance Project	Varies	SpecificCriteria	Development Office/Child Care Assistance Agency	Both
Mental Health - Mental Retardation	Varies	Need based	Development Office/Westmoreland County MH - MR	Both

Income -Foodstamps- Medical - Job Search	Varies	Specific criteria	Development Office/PA Welfare Dept.	Both
Domestic and Sexual Violence	Varies	Need based	Development Office/Center Against Domestic and Sexual Violence	Both
Job Search - Career Counseling - Job Training - GED Preparation	Varies	Need based	Development Office/Private Industry Council/ PA Career Links	Both
Post High School Education	Varies	Specific criteria - testing	Development Office/Westmoreland County Community College	Both
Head Start - Housing Counseling - Home Ownership - Job Search - Transportation Aid to Employment	Varies	Specific criteria	Development Office/Westmoreland Human Opportunities Inc./ Seton Hill Child Care Services	Both
Resident Opportunities and Self Sufficiency Program (ROSS)	Varies	Specific Criteria	Main Office/ Development Offices.	Public Housing Residents

In a majority of the above programs, the Housing Authority is the initial contact for the assistance provided. The Authority's Social Service staff has found that program results are significantly improved when the family/person in need makes the contact with the social service agency rather than the Authority. PHA staff follows up on their referrals as needed.

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2009 Estimate)	Actual Number of Participants (As of April 1, 2008)
Public Housing	78	49
Section 8	97	121

- 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:
Continued outreach activities including mass mailings of promotional flyers, recruitment at Section 8 group briefings,

Resident Resource Centers, Social Service Agencies such as the Private Industry Council (Job Training Partnership Act), PA Dept. of Public Welfare, and Westmoreland Human Opportunities Inc. (WHO). The Housing Authority has found that public housing residents and Section 8 tenants have been unable to realize the advantages of the FSS without face-to-face meetings at which individual, specific circumstances can be discussed. Steps that provide for a personal contact will continue to be emphasized.

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

Section 12 (c) of the U.S. Housing Act, enacted as Section 512 of the Quality Housing and Work Responsibility Act of 1998 contains a community service and self-sufficiency requirement that every adult resident of public housing contribute eight hours of community service each month, or participate in an economic self-sufficiency program for eight hours each month.

The Housing Authority's Community Service and Self- Sufficiency Policy appears as Attachment D to this Plan.

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.

To support the provisions of the 2005 Violence Against Women Act the Housing Authority will continue to provide an admission preference to new applicants to the Housing Choice Voucher Program who are victims of domestic violence. Public housing applicants and residents who are victims of domestic violence receive intake and referral services to social agencies equipped to deal with short term housing needs. Through the Emergency Shelter Grant Program the Housing Authority will continue to financially support victims of homelessness and domestic violence through annual funding to the Alle-Kiski Area Hope Center, Blackburn Center, Welcome Home Center and Union Mission.

In 2002 the Public Housing Drug Elimination Program (PHDEP) was eliminated. This program provided federal funding to Housing Authorities for drug elimination programming. Since that time the Housing Authority has continued to fund, through the Capital Fund Program, many of the core activities developed under the PHDEP.

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
There are a few developments where this situation exists. PHA statistics and experience suggest that the level of violence and/or drug related activity is largely perceived.

Other (describe below)

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

- Safety and security survey of residents
The Housing Authority uses the results obtained from HUD's Annual Resident Services and Satisfaction Survey conducted by HUD's Real Estate Assessment

Center. The results of the annual survey of residents is made available to the Housing Authority and is the principal survey tool to gather resident information on improved safety and security.

- 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
Project Managers (AMP’s) and Maintenance Staff
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
The Housing Authority believes its Public Housing Drug Elimination Grant Program (PHDEP) produced significant results in improving the safety and livability of its developments. Although the PHDEP grant program has been eliminated, the Housing Authority has continued, through the Capital Fund, to provide some of the more effective activities developed over the years.

- Other (describe below)

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

The Housing Authority will continue to give the following public housing developments priority programming in safety and crime prevention areas:

Park Manor and Highland Manor in Monessen

Kensington Manor and East Kensington Manor in New Kensington

West Hempfield Townhouses in Irwin

Derry Townhouses in Latrobe

Pleasant Manor in Mt. Pleasant

St. Clair Manor in Seward

Elderly public housing developments as needed

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
Implementation of the Capital Fund Annual and 5-Year Improvement Plans has and will continue to emphasize crime prevention through various design techniques. This has included tree and shrub removal and increased lighting.

As opportunities develop design techniques aimed at crime reduction/prevention will be incorporated into future Capital Fund projects.

- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program

Other (describe below)

- *During the 2009 Plan Year, the PHA will continue to operate 8 established drug prevention centers. Additional drug prevention centers will be considered based on need. The Authority also provides drug prevention activities at 7 elderly developments.*
- *The Authority Plans to continue to temporarily use security cameras placed in areas where criminal or nuisance complaint have spiked.*
- *The computerized security access systems (card key system) installed in all high rise developments has proven to be very successful. Similarly, the monitoring system that allows front door entrances to be monitored from tenant's TV's has been effective.*

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

*Park Manor and Highland Manor in Monessen
East Ken Manor and Kensington Manor in New Kensington
West Hempfield Townhouses in Irwin
Derry Townhouses in Latrobe
Pleasant Manor in Mt. Pleasant
St. Clair Manor in Seward*

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 substations have been established in 7 public housing developments. They are: Park Manor and Highland Manor (Monessen), St. Clair Manor (Seward), New Florence Manor (New Florence), Arnold Townhouses (Arnold) and East Ken Addition and Kensington Manor (New Kensington)
- Police regularly testify in and otherwise support eviction cases

- Police regularly meet with the PHA management and residents
Regular meetings in Monessen, other meeting are as needed.
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
Agreements to provide above baseline law enforcement services for family and elderly developments are ongoing in the Cities of Monessen and New Kensington. These above base line services are paid through the Annual Capital Fund Grant.

Other activities (list below)

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

- Park Manor*
- Highland Manor*
- Kensington Manor*
- East Kensington and East Kensington Manor Addition*
- St. Clair Manor*
- New Florence Manor*

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2005 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

No Longer Applicable

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

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

A copy of the Westmoreland County Housing Authority Pet Policy is included as a Supporting Document to this Annual Plan and is available for review. A one page Statement (synopsis) of the Pet Policy is included as Attachment E to this Plan.

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?
The Housing Authority received the most recent fiscal audit report in May 2008. The report was submitted to HUD through the REAC system in June 2008.
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)

The Housing Authority will manage their properties according to the provisions of 24 CFR 990.255. This requires the Authority to establish a management model consistent with the management norms in the private multi-family management industry. To accomplish this, the Housing Authority has implemented project-based management, project-based budgeting, and project-based accounting. Westmoreland County is a "stop loss" Housing Authority. As such they have adopted the full range of required asset management policies including the identification and grouping of projects into Identified Projects for Asset Management (AMPs), the creation of a new organizational structure and implemented a sophisticated financial system to implement project base budgeting and accounting. As of April 1, 2008 the Housing Authority has met all Asset Management requirements contained in PIH Notices 2006-10 and 2006-14 and related guides and is fully compliant with all Asset Management requirements.

A list of the Asset Management Projects is included as an Attachment to this Annual Plan.

- Not applicable
- Private management
- Development-based accounting
- Comprehensive stock assessment

Annual physical inspection prior to developing the capital improvements program

Other: (list below)

In the past few years vacancy reduction and improving accessibility have been the dominate priorities of the Housing Authority. During the 2009 Plan Year cost reductions as part of implementing an asset management organizational model will be added to these overall priorities. These 3 activities will serve as "the umbrella activities" and will dominate all others under which the federally assisted public housing programs will function. The strategies the Authority

employs to meet these dominant goals will vary widely. Although many approaches are underway or shortly will begin, others will emerge as the year unfolds.

1. Vacancy Reduction

The chart following this section is a glimpse of vacancy reduction as of January of each year. The strategies that will continue to be employed to reduce the number of vacant units include:

- A. The comprehensive marketing efforts began 5 years ago will continue. Using multiple radio, TV, print media sources, outside banners, Senior Shows, distribution of informational brochures at food banks and others, the Authority will continue to create a positive consumer image of public housing. The Housing Authority will continue to promote public housing as available, safe, and affordable housing in a familiar setting.*

- B. A second approach to Vacancy Reduction that will continue during the 2009 Plan Year is the conversion of small zero bedroom efficiency units in some of the elderly developments, into larger more customer friendly one-bedroom accessible units. Although the approach varies, generally 2 small efficiency units are combined to produce 1 large one- bedroom accessible unit. Housing Authority conversion activity began in 2004. Following is the progress made through FY 2008:*

<i>2004 Central Towers</i>	<i>12 eff to 6 one -bedroom</i>
<i>2005 Scottsdale Manor</i>	<i>20 eff to 10 one -bedroom</i>
<i>2006 Latrobe Manor</i>	<i>10 eff to 5 one -bedroom</i>
<i>2007 Westgate Manor</i>	<i>8 eff to 4 one-bedroom</i>
<i>2008 Jeanette Manor</i>	<i>10 eff to 5 one-bedroom</i>

The effect of the conversions taken place through FY 2008 will be (1) the net reduction/elimination of 30 vacant efficiency units and a corresponding reduction of the total number of units the Authority manages and (2) the creation of 30 one-bedroom accessible mobility units. During the 2009 Plan Year the Authority anticipates converting 2 efficiency units to a 1 one-bedroom unit at Eastgate Manor and 8 efficiency units to 4 one-bedroom unit at Valley Manor. Both of these developments are located in the City of Monessen.

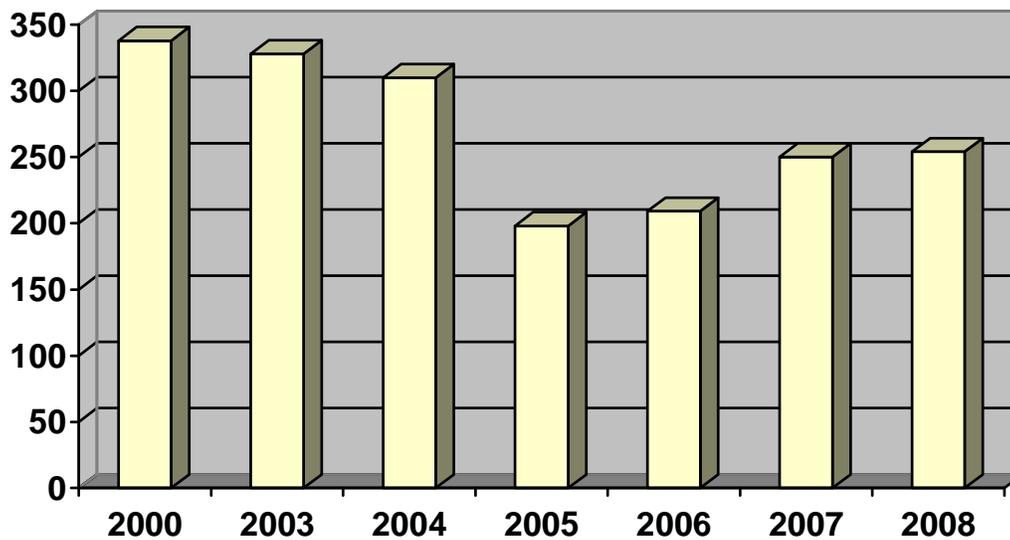
Although cost is an issue, the Authority is always competing with other federally subsidized housing providers. In an effort to provide the same quality of housing as other providers who many times offer newer housing with more amenities, the Authority has found that upgrading some of the improvements included in the conversions has had a positive effect in retaining tenants and

reducing the number of vacant units. Providing these upgraded amenities will continue.

- C. In 2004 the Housing Authority identified 12 units in New Stanton Manor (72 unit family development) that were no longer occupyable due to a persistent mold problem. Following a determination by the Authority that no known remedial action is known to resolve the problem at this time, a request was made to HUD to eliminate these units from the current inventory. HUD has approved that request. With the elimination of these vacant substandard units from the inventory the overall vacancy rate has been further reduced.*

- D. The disposition or demolition of obsolete unused public housing has been a strategy option under consideration for the past 5 years. During the current Plan Year the Authority will continue its analysis of the impact of disposing or demolishing up to 52 units in East Ken Manor Addition in New Kensington and an additional 20 units at Park Manor in Monessen. Although no final decision on the submission of a Demolition Application to HUD has been determined, it is anticipated these units will be eliminated from the current inventory within the next two or three fiscal years. The principal goal in eliminating these units is the reduction of obsolete dwellings and reduction of housing density. In addition, disposition and/or demolition are recognized methods of inventory reduction (vacancy reduction).*

- E. In the past few years, the Housing Authority has experienced an increase in the vacancy rate in elderly public housing high rises. In some situations, elderly occupants have complained of the large number of non-elderly handicapped individuals occupying elderly public housing developments. In addition to increased promotional literature, the Authority will explore the feasibility of establishing "Elderly Only" units in selected situations. This will be done in conjunction with the accessibility development outlined in Item 2 below.*



Westmoreland County Housing Authority Vacancy Reduction

2. Accessibility

- A. *In July 2005 HUD approved and the Housing Authority had begun implementation of a 504 Transition Plan designed to improve and increase the number of accessible public housing units that are available to the mobility impaired in Westmoreland County. This Plan calls for improvements to existing public housing and is currently estimated to cost over \$6 million. This expense is necessary to bring all public housing developments up to current accessibility standards. With this large expense and no special funding source, the Authority will continue to explore various avenues to fund these improvements.*

- B. *The Housing Authority receives approximately \$2.3 million dollars annually from HUD in the form of a Capital Fund allocation to maintain and improve all public housing units. The Housing Authority is committing up to 25% of this allocation to mobility improvements. It is estimated all accessibility improvements will be completed by 2013.*

- C. *If the Housing Authority determines it is necessary to complete the accessibility improvements in a shorter period of time or that other improvements can no longer be deferred due to the financial commitment to the accessible housing effort, the Authority will explore leveraging its annual Capital Fund appropriation. This can be done by participating in a state-wide issuance of long term Capital Fund Securitized Revenue Bonds or other funding mechanisms that are designed to increase the pool of public funds. This*

permits improvements to move forward at an accelerated time period or allows necessary improvements that can not be deferred to be made immediately and paid in later years.

It should be noted that all of the conversions that have taken place and those that are planned, have taken conventional efficiency units and converted them into accessible one-bedroom units.

D. Cost Reduction

- 1. Rising energy costs have become a significant financial burden to the Housing Authority. In a move to reduce energy consumption and costs, the Housing Authority in 2007, initiated "Energy Performance Contracting (EPC)". This HUD approved and recommended innovative financing technique uses cost savings from reduced energy consumption to repay the cost of installing energy conservation measures. Working with CLT Efficient Technologies Group, LLC known as an Energy Service Company (ESCO), the Housing Authority will achieve energy savings without up front capital expenses. The costs of the energy improvements have been born by CLT and will be paid back out of the energy savings. The improvements were substantially completed in January 2008.*

Through designating CLT the ESCO the Housing Authority took advantage of additional savings by using a single contractor to do the necessary energy audits and retrofits and to guarantee the energy savings from a selected series of conservation measures. The energy and cost savings produced by the project will be sufficient to cover all project and repayment period costs, including construction, commissioning, financing, maintenance, measurement and verification, and staff and resident education. Projects included modifications and improvements to various lighting, water (sewer) and HVAC systems. Work on the improvements was started in the spring/summer of 2007 following HUD approval of all contracts and improvements.

The cost of installing the energy saving measures was approx. \$5 million. Savings realized should repay this cost within 12 years.

CLT is now in the process of analyzing consumption and energy savings of the recently installed equipment. This is an ongoing service that will be provided by CLT.

- 2. Despite a projected need of \$5.6 million in federal operating subsidy for FY 2009, preliminary estimates indicate the Authority will receive approximately \$4.7 million. This reduction will require continued cost savings. In anticipation of these reductions the Authority has not filled critical vacant positions and has expanded the role and responsibility of many of the current staff. If and when*

additional costs saving opportunities are identified during the 2009 Plan Year, appropriate cost reduction actions will be taken.

3. *Similarly, reductions in federal Capital Fund allocations of over 15% annually since FY 2002 have resulted in fewer physical improvements and more deferrals of needed repairs. As with operating fund reductions, the Authority will continue to explore ways to better and more effectively use limited capital fund allocations.*

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 Authority]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name) *Attachment J*
- Provided below:
4. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments
List changes below:
- Other: (list below)

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

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

A public housing resident volunteered through the self-nomination process to serve on the Housing Authority Board. She was appointed by the elected Board of County Commissioner.

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

- b. Eligible candidates: (select one)
- Any recipient of PHA assistance
 - Any head of household receiving PHA assistance
 - Any adult recipient of PHA assistance
 - Any adult member of a resident or assisted family organization
 - Other (list)

- c. Eligible voters: (select all that apply)
- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
 - Representatives of all PHA resident and assisted family organizations
 - Other (list)

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)
Westmoreland County, Pennsylvania

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)

Annually the Westmoreland County prepares a series of strategies and Action Plans defined to meet the goals and objectives of the Countywide Consolidated Plan. Many of the ongoing program activities of the Westmoreland County Housing Authority support the initiatives defined in the County's current (May 2008 to April 2009) Action Plan.

As in prior years, the Housing Authority will continue to play a leadership role with county government in providing low-income housing opportunities to Westmoreland County's most needy residents. Through traditional public housing and the Section 8 housing choice voucher programs and other efforts, the Housing Authority will continue to support countywide housing initiatives.

Toward meeting these objectives, the WCHA will undertake the following activities in support of the Consolidated Plan Strategies:

- A. The Housing Authority's continued commitment to maintain and improve the existing 1904 units of federally assisted public housing now under management, supports the County's Consolidated Plan Strategy of rehabilitating existing rental units. The Housing Authority anticipates spending approximately \$2.3 million annually in federal Capital Funds to meet this objective. In addition, the inspection process, necessary to ensure the long term viability of the Housing Authority's approximate 1754 Section 8 rental voucher units will likewise continue to play an important role in meeting Westmoreland County's goals dealing with the improvement of existing rental housing units.*
- B. The Housing Authority will support the County's overall goal of reducing the number of homeless persons, including those individuals and families homeless due to domestic violence, by continuing to administer the Countywide Emergency Shelter Grant Program (HUD). Through this program the Housing Authority provides temporary housing for homeless individuals and families at hotels and motels and homeless prevention through the payment of rent, mortgages and utility arrearages. The Housing Authority also uses a portion of its annual funding for operational assistance to homeless shelters.*
- C. The WCHA will provide substantial support to the County's Consolidated Plan efforts to increase homeownership opportunities through the implementation of the Section 8 Homeownership Program and the continued development of the Family Self Sufficiency Program. As of April 2008 the Housing Authority has 170 families involved in programs designed to lead to greater self-sufficiency and/or homeownership.*
- D. The Housing Authority has begun a \$9,276 million improvement program aimed at existing Housing Authority developments. This expenditure will make all public housing, including community space, fully accessible and occupiable by families with disabled members. Accessibility to affordable rental housing units has been and is anticipated to be a goal in the County's Consolidated Plan.*
- E. Improving and maintaining the existing countywide housing stock has and will continue to be affected by the Housing Authority's conversion of existing small elderly efficiency units into larger more resident friendly one-bedroom apartments. Through these conversions, 60 efficiency units have been eliminated and 30 larger one-bedroom accessible units have been created. These conversions have taken place at 5 separate public housing communities. During the 2009 Plan Year an additional 10 units,*

at 2 sites in the City of Monessen will be converted into 5 one-bedroom units.

F. Researching new methods and expanding existing marketing programs to reach and house extremely large low-income families is an objective shared by both County Government and the Housing Authority.

G. Countywide Strategies aimed at preventing homelessness, through the Housing Authority's administration of the successful Homeless Assistance Program will continue.

H. The Housing Authority will continue to support Consolidated Plan strategies concerning the reduction of lead based paint hazards. Although lead based paint remedial activities, through the Authority's formal Lead Abatement Assessment Program have been completed, Authority Maintenance Staff continue to monitor for lead based paint in public housing developments. In addition, the Housing Authority will continue the ongoing Section 8 inspection efforts in private rental dwellings. These inspections are designed to ensure that Section 8 families, especially those families with children under the age of 6, are not exposed to lead based paint hazards.

Other: (list below)

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

A. Financial assistance to serve the homeless (and prevent homelessness) through the Westmoreland County Emergency Shelter Grant Program (Hotel/Motel Program). During the 2009 Plan Year the Authority anticipates receiving \$30,000 to be used to provide temporary housing for homeless at local area wide hotels and motels. The county and Housing Authority anticipate serving approximately 100 persons through this program

B. Continued financial support to the Housing Authority to operate the Homeless Assistance Program. Through this one time financial assistance program homeless prevention is addressed through the payment of first month's rent, security deposits, mortgage and utility arrearages and payments to maintain area-wide homeless shelters (Alle-kiski Area Hope Center, Blackburn Center, Welcome Home Center, Union Mission and the Salvation Army). During the period ending July 2008 the Housing Authority anticipates receiving \$687,543 in County financial assistance for this activity.

- C. Block grant financial assistance for the Emergency Housing Rehabilitation Program. During the 2009 Plan Year the Authority, working as a sub recipient to the Westmoreland County Redevelopment Authority (CDBG), expects to receive \$300,000 to administer a onetime emergency grant for replacement of deteriorated roofs and furnaces for needy families throughout Westmoreland County. This activity anticipates serving about 90 low-income families during the year.*
- D. The Housing Authority anticipates receiving (as a sub recipient) approximately \$100,000 from Westmoreland County's Federal HOME Grant provided by the U.S. Dept of HUD. These funds will be used to fund a locally established Tenant Based Rental Assistance Program. During the 2009 Plan Year the Housing Authority anticipates serving (through March 2009) and additional 25 households through this program.*
- E. The County, through the Block Grant Program, spends millions annually in water and sewer and public facility improvements in municipalities where public housing is located. These funds directly and indirectly effect public housing and Section 8 recipients through the improvements to the municipal infrastructure.*

D. Other Information Required by HUD

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

Attachments

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

Attachment A

Deconcentration and Income Mixing

Admission Policy for Deconcentration

Westmoreland County Housing Authority Economic Deconcentration Program and Policy

The Quality Housing and Work Responsibility Act (QHWRA) became law in October 1998. Many of the provisions of this Act are revisions to the United States Housing Act of 1937 (USHA) which has guided public housing policy for over 60 years.

One of the purposes of the QHWRA is to facilitate the balance of mixed income families in assisted communities in order to decrease the concentration of poverty in public housing. Section 513 of the QHWRA establishes, among other things, “annual requirements for admitting families with incomes below 30% of area median income, and related income targeting requirements.”

In as much as the concentration of low-income families is now prohibited in public housing, Housing Authorities must develop an Admission Policy designed to provide for deconcentration of poverty and income mixing by bringing higher income tenants into lower income public housing projects and bringing lower income tenants into higher income public housing projects.

To further this objective the following rule has been established taking into account HUD’s final rule published on this subject and dated December 22, 2000:

With respect to income targeting, the general rule is that in each fiscal year, at least 40% of families admitted to public housing by a PHA must have incomes that do not exceed 30% of area median. The “fungibility” provisions allow a PHA to admit less than 40% of families with incomes below 30% of median (very poor families) in a fiscal year, to the extent the PHA has provided more than 75% of newly available (Section 8) vouchers and certificates (including those resulting from turnover) to very poor families.

In August 2002 HUD’s Deconcentration rules changed to indicate that developments with an average family income at or below 30% of the area median income should not be categorized as higher income.

Housing Authorities are permitted to consider a number of approaches in designing an Admission Policy to achieve the goals of deconcentration and income mixing, included are the use of skipping over certain families on the waiting lists based on incomes; the establishment of certain preferences such as worker preferences; appropriate affirmative marketing efforts; additional applicant consultation and information; provision of additional supportive services and amenities; and rent incentives authorized by the QHWRA. Site based waiting lists may also be used as an integral part of the Admissions Policy to promote deconcentration.

To implement these requirements Housing Authorities must:

Determine and compare the average tenant family incomes of each family development; and

Consider what Admissions and Continued Occupancy Policy measures or incentives, if any, will be needed to bring higher income families into lower income developments and lower income families into higher income developments. PHA policies must devote appropriate attention to both of these goals. PHA policies must affirmatively further fair housing.

The Westmoreland County Housing Authority Admissions and Continued Occupancy Policy includes provisions for deconcentration and income mixing and contains this Admission Policy for Deconcentration. Admission to public housing will include at least 40% of eligible applicants having incomes that do not exceed 30% of median income of the area. (Subject to “fungibility” provisions cited above).

The Housing Authority will strive for economic deconcentration and income mixing in all of its communities by doing the following:

1. The Authority will skip over a lower income applicant on the waiting list to a higher income applicant if the higher income applicant is needed to deconcentrate a lower income development. The reverse will also apply; the Housing Authority will skip over a higher income applicant if a lower income applicant is needed to deconcentrate a higher income community.
2. As part of the Public Housing Agency Plan, the Authority will research the possibility and if appropriate consider providing rent incentives to applicants agreeing to move into targeted deconcentration developments.
3. The Housing Authority will continue to allow those on the waiting list to request to be included on any of the PHA’s 28 site based waiting lists.

4. The Housing Authority will employ positive and affirmative advertising methods in local newspaper and other media outlets.
5. Applicants who are interested will be supplied with appropriate information regarding income and developments that may be available because of deconcentration efforts.

Project Designation Methodology

Annually, the PHA will determine the average income of all families residing in general occupancy developments. Gross annual income is used for income limits at admission and for income-mixing purposes.

Deconcentration applies to transfer families as well as applicant families.

The PHA will then determine the average income of all families residing in each general occupancy development. The PHA will determine whether each general occupancy development falls above, within or below the Established Income Range (EIR).

The EIR is 85 percent to 115 percent (inclusive of 85 percent and 115 percent) of the PHA-wide average income for general occupancy developments. If a covered development is both below the 30 percent area-wide median and above the 115 percent income average for PHA-wide covered developments, it will be considered to be within the EIR.

The methodology will comply with the requirements contained at 24 CFR 903.2 (i): public housing developments operated by a PHA with fewer than 100 public housing units, are not subject to deconcentration of poverty and income mixing requirements.

The PHA will then determine whether or not developments outside the EIR are consistent with local goals and strategies in the PHA Plan. Any deconcentration as needed is described in the PHA Plan.

Implementation

If, at annual review, there are found to be development(s) with average income above or below the EIR, and where the income profile for a general occupancy development above or below the EIR is not explained or justified in the PHA Plan, the PHA shall list these covered developments in the PHA Annual Plan.

The PHA shall adhere to the following policies for deconcentration of poverty and income mixing in applicable developments:

Skipping a family on the waiting list or transfer list to reach another family in an effort to further the goals of the PHA's deconcentration policy:

If a unit becomes available at a development below the EIR, the first eligible family on the waiting list or transfer list with income above the EIR will be offered the unit. If that family refuses the unit, the next eligible family on the waiting list [or transfer list] with income above the EIR will be offered the unit. The process will continue in this order. For the available unit at the development below the EIR, if there is no family on the waiting list or transfer list with income above the EIR, or no family with income above the EIR accepts the offer, then the unit will be offered to the first eligible family on the waiting list or transfer list in preference order regardless of income.

If a unit becomes available at a development above the EIR, the first eligible family on the waiting list or transfer list with income below the EIR will be offered the unit. If that family refuses the unit, the next eligible family on the waiting list or transfer list with income below the EIR will be offered the unit. The process will continue in this order. For the available unit at the development above the EIR, if there is no family on the waiting list or transfer list with income below the EIR, or no family with income below the EIR accepts the offer, then the unit will be offered to the first eligible family on the waiting list or transfer list in preference order regardless of income.

Skipping of families for deconcentration purposes will be applied uniformly to all families.

A family has the sole discretion whether to accept an offer of a unit made under the PHA's deconcentration policy. The PHA shall not take any adverse action toward any eligible family for choosing not to accept an offer of a unit under the PHA's deconcentration policy. However, the PHA shall uniformly limit the number of offers received by applicants and transfer families.

Deconcentration Applicability

The PHA has covered developments (general occupancy, family developments) subject to the deconcentration requirement. These covered developments are described in the PHA Plan

Deconcentration Compliance

If, at annual review, the average incomes at all general occupancy developments are within the Established Income Range, the PHA will be considered to be in compliance with the deconcentration requirement.

Attachment B: Members of the Resident Advisory Board

<p>Latrobe Manor Lavera Sclofford</p>	<p>Scottdale Manor Bob Leeper Donna Swank 413</p>
<p>Irwin Manor Phyliss Thiem 709 Eva Gibbs 203</p>	<p>McMurtry Towers Jim & Rose Mann 507</p>
<p>Trafford Manor Margaret Ivkovich 604 Betty Caldarelli 501</p>	<p>Pleasant Manor: John & Colleen Bosch 402</p>
<p>Jeannette Manor: Dorothy Barbish 506 Betty Rish 710</p>	<p>Parnassus Manor: Jean Brill 707 Donna Seaman 215 Emily Heckman 705 Karen Best 504 Richard Rosak 507 Mary Ann Fiscus 712</p>
<p>Westgate Manor: Nancy Layton 1007 Rose Mowl 203 Audrey Cunningham 804 Hilda Troth 1001 Olga Rizzuto 906 Dennis Cadwallader 702</p>	<p>Valley Manor: Ruth Bradley 413 Stephanie Martin 410 Nancy Lipp 314 Vera Barton</p>
<p>Lower Burrell Manor: Carol Persinski 313 Russ Reed 715 Marianne Kuchta 409 Shirley McMeans 604 Peg Huffman 614 Glenna Kunkle 501</p>	<p>New Stanton Manor: Nancy Modar 25-B Raymond Kish 37B</p>
<p>Eastgate Manor: Ramona Ewing 608 Marion Adamcheck 305 Doris Smith 704</p>	<p>St. Clair Manor: Ron Rensko 161 Brooks Dr</p>
	<p>Arnold Manor: Mary Beth Kirkman 407</p>

Attachment C

Resident Member of the PHA Governing Board

Ms. Debbie Doverspike of Derry Townhouses is the appointed resident member and represents the public housing population on the Westmoreland County Housing Authority.

Attachment D

Implementation of the Public Housing Resident Community Service Requirement

Westmoreland County Housing Authority

COMMUNITY SERVICE AND SELF SUFFICIENCY POLICY

A. BACKGROUND

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

B. DEFINITIONS

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

- Work at a local institution including but not limited to: school, child care center, hospital or nursing center, hospice, recreation center, senior citizens center, adult day care center, homeless shelter, indigent feeding program, cooperative food bank, etc.;
- Work with a non-profit organization that serves PHA residents or their children such as: Boy Scouts, Girl Scouts, Boys or Girls clubs, 4-H program, PAL, Garden Center, Women’s Abuse Center, Library, Success in Life program, Community clean-up programs, beautification programs, other youth or senior organizations;
- Work at the Authority to help improve physical conditions; (labor that would not ordinarily be performed by Housing Authority employees).
- Work at the Authority to help with children’s programs;
- Work at the Authority to help with senior programs;
- Helping neighborhood groups with special projects;
- Working through resident organization to help other residents with problems, serving as an officer in a Resident organization, serving on the Resident Advisory Board; and

- Caring for the children of other residents so they may volunteer.

NOTE: **Political activity is excluded.**

Self Sufficiency Activities – Any program designed to encourage, assist, train or facilitate economic independence of assisted families or to provide work for such families can include, but are not limited to:

- Job readiness programs;
- Employment counseling;
- Basic jobs skills training;
- Financial or household management
- Job training programs;
- GED classes;
- Substance, alcohol abuse or mental health counseling and treatments;
- English proficiency or literacy (reading) classes;
- English as a second language classes
- Apprenticeships (formal or informal);
- Budgeting and credit counseling;
- Any kind of class that helps a person toward economic independence;
- Full time student status at any school, college or vocational school.

Exempt Adult – The public housing tenants exempt from the community service and self- sufficiency requirement are those:

- Age 62 years or older.
- Blind or disabled and who certify that because of this disability they are unable to comply with the service provisions; or primary caretakers of such individuals.
- Engaged in work activities working at least 20 hours per week specified below:

1. Unsubsidized employment;
2. Subsidized private-sector employment;
3. Subsidized public-sector employment;
4. Work experience (including work associated with the refurbishing of publicly assisted housing) if sufficient private sector employment is not available;
5. On-the-job-training;
6. Job-search and job-readiness assistance;
7. Community service programs;
8. Vocational educational training (not to exceed 12 months with respect to any individual);
9. Job-skills training directly related to employment;
10. Education directly related to employment in the case of a recipient who has not received a high school diploma or a certificate of high school equivalency;
11. Satisfactory attendance at secondary school or in a course of study leading to a certificate of general equivalence, in the case of a recipient who has not completed secondary school or received such a certificate; and
12. The provision of childcare services to an individual who is participating in a community service program.

Meet the requirements for being exempt from having to engage in a work activity under the State program funded under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq. including 45 CFR Part 261.15) or under any other welfare program of the State in which the PHA is located, including a State-administered welfare-to-work program.

If a member of a family receiving TANF assistance, benefits, or service under the State program funded under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.); or under any other welfare program of the State in which the PHA is located, including a State administered welfare-to-work program and has not been found by the State or other administering entity to be in non-compliance with such program.

C. REQUIREMENTS OF THE PROGRAM

1. The eight (8) hours per month may be either volunteer work or self-sufficiency program activity, or a combination of the two.
2. At least eight (8) hours of activity must be performed each month. An individual may not skip a month and then double up the following month, unless special circumstances warrant special consideration. The Authority will make the determination of whether to allow or disallow a deviation from the schedule.

3. Activities must be performed within the community and not outside the jurisdictional area of the Authority.
4. Family obligations
 - At lease execution or re-examination all adult members (18 or older) of a public housing resident family must;

Provide documentation that they are exempt from Community Service requirement if they qualify for an exemption, and

Sign a certification that they have received and read this policy and understand that if they are not exempt, failure to comply with the Community Service requirement will result in non-renewal of their lease.
 - At each annual re-examination, non-exempt family members must present a completed documentation form (to be provided by the Authority) of activities performed over the previous twelve (12) months. This form will include places for signatures of supervisors, instructors, or counselors certifying to the number of hours contributed.
 - If a family member is found to be non-compliant at re-examination, he/she and the Head of Household will sign an agreement with the Authority to make up the deficient hours over the next twelve (12) month period.
5. Change in exempt status:
 - If, during the twelve (12) month period, a non-exempt person becomes exempt, it is his/her responsibility to report this to the Authority and provide documentation of such.
 - If, during the twelve (12) month period, an exempt person becomes non-exempt, it is his/her responsibility to report this to the Authority. The Authority will provide the person with the Recording/Certification documentation form and a list of agencies in the community that provide volunteer and/or training opportunities.

D. AUTHORITY OBLIGATIONS

1. To the greatest extent possible and practicable, the Authority will:
 - Provide names and contacts at agencies that can provide opportunities for residents, including disabled, to fulfill their Community Service obligations. (According to the Quality Housing and Work Responsibility Act, a disabled person who is otherwise able to be

gainfully employed is not necessarily exempt from the Community Service requirement); and

- Provide in-house opportunities for volunteer work or self sufficiency programs.
2. The Authority will provide the family with exemption verification forms and Recording/Certification documentation forms and a copy of this policy at initial application and at lease execution.
 3. The Authority will make the final determination as to whether or not a family member is exempt from the Community Service requirement. Residents may use the Authority's Grievance Procedure if they disagree with the Authority's determination.
 4. Non-compliance of family member:
 - At least thirty (30) days prior to annual re-examination and/or lease expiration, the Authority will begin reviewing the exempt or non-exempt status and compliance of family members;
 - If the Authority finds a family member to be non-compliant, the Authority will enter into an agreement with the non-compliant member and the Head of Household to make up the deficient hours over the next twelve (12) month period;
 - If, at the next annual re-examination, the family member still is not compliant, the lease will not be renewed and the entire family will have to vacate, unless the non-compliant member agrees to move out of the unit;
 - The family may use the Authority's Grievance Procedure to protest the lease termination.

Attachment E

Pet Policy

The Westmoreland County Housing Authority has adopted a Pet Policy that reflects both the desire of the tenant families for the companionship and enjoyment that pet ownership brings and the concerns of the Authority to assure that pets are maintained in a fashion that will not be detrimental to the safety and security of the general housing community. The Pet Policy was written with the above goals in mind yet within the guidelines of the requirements of the Quality Housing and Work Responsibility Act and implementing regulations.

The Pet Policy sets specific standards for the types and numbers of pets that may be permitted in each unit. Tenant families must notify and register with the PHA, giving particular information about the pet they intend to keep in their unit, and must receive permission from the Authority to do so. A fee and deposit is required to cover any damage that may occur. The Authority recommends residents keep current an insurance policy to cover personal injury or property damage.

The Pet Policy contains general requirements concerning license, age, size, and Veterinary certifications. There are also specific requirements regarding the owner's control and handling of the pets. There are also standards for keeping birds and fish, as well as a list of animals and breeds that are prohibited.

Pet ownership is considered an important responsibility and owners must provide proper care including nutrition, exercise, and medical attention. The PHA management and maintenance personnel will monitor the Pet Policy through observation and tenant complaints, and corrective action will be enforced as needed.

Attachment F

Housing Choice Voucher Homeownership Capacity Statement

Following is the Section 8 Homeownership Capacity Statement. A complete copy of the Westmoreland County Housing Authority Housing Choice Voucher Homeownership Policy is included as an Attachment to this Annual Plan.

Section 15.VII G. shows Section 8 Homeownership Capacity

15-VII.G. FINANCING [24 CFR 982.632]

The family is responsible for securing financing. WCHA has established the financing requirements, listed below, and may disapprove proposed financing if WCHA determines that the debt is not affordable.

- A. Mortgage financing must be provided, insured or guaranteed by the State or Federal government, complying with secondary mortgage market-underwriting requirements or comply with generally accepted private sector underwriting standards.
- B. Down payment requirements:
 - 1. WCHA will let the market determine the down payment. The family may use the following sources (this is not a complete list): FSS escrow account; individual savings account; HOMES funding; gifts from family members and friends; the seller may also contribute to down payment and closing cost requirements.
 - 2. WCHA anticipates that the secondary or private market will further dictate credit worthiness and minimum down payment requirements.
- C. If the home is purchased using FHA mortgage insurance it is subject to FHA mortgage insurance requirements.
- D. Families locating a home in a special flood zone area must obtain flood insurance on the home and agree to maintain this insurance.
- E. WCHA will prohibit the following forms of financing:
 - 1. Balloon payment mortgages;
 - 2. Variable interest rate loans;

3. Seller financing;
4. Any form of predatory lending.

WCHA will not require a family to obtain financing from one or more specified lenders, thereby restricting the family's ability to secure favorable financing terms.

Attachment G

The Violence Against Women Act Initiatives

To comply with the provisions of the Violence Against Women Act (VAWA) of 2005 (P.L. 109-162), HUD has required Housing Authorities to include in their 5-Year Plans “ a statement of the goals, objectives, policies, or programs that will enable the housing authority to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking”.

Further, HUD Federal Register Notice dated March 16, 2007 (Docket No. FR 5056-N-01) requires a PHA to include in their Annual Plans: (1) Any activities, services, or programs provided or offered by any agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; (2) Any activities, services, or programs provided or offered that helps child or adult victims of domestic violence, dating violence, sexual assault, or stalking to obtain or maintain housing; and (3) any activities, services, or programs provided or offered to prevent domestic violence, dating violence, sexual assault, or stalking, or to enhance victim safety in assisted families.

Toward meeting the requirements contained in the VAWA the Westmoreland County Housing Authority has taken the following policy actions:

- The Section 8 Housing Choice Voucher (HCV) Administrative Plan has been amended to include language supporting the VAWA.
- The Public Housing Admission and Continued Occupancy Policy has been amended to include language supporting the VAWA.

These policy changes pledge the following:

1. The Housing Authority will not deny admission to any applicant on the basis that the applicant is or has been a victim of domestic violence, dating violence, or stalking if the applicant otherwise qualifies for admission or housing assistance.
2. Public Housing applicants and residents who are victims of domestic violence will receive intake and referral services to social agencies equipped to deal with short term housing needs. Through the Emergency Shelter Grant Program the Housing Authority will continue to financially support victims of homelessness and domestic violence through annual funding to the Alle-Kiski Area Hope Center, Blackburn Center, Welcome Home Center and Union Mission.
3. The Housing Authority will consider as high priority a transfer request to another unit by a public housing family member who is the actual or potential

- victim of a criminal attack, retaliation for testimony, a hate crime, or domestic violence, dating violence, sexual assault, or stalking.
4. The Housing Authority through the Section 8 HCV Program will provide an admission preference to victims of domestic violence.
 5. The Housing Authority will continue to use a new (Jan. 2007) Section 8 Housing Assistance Payments (HAP) Contract (agreement between HUD, the owner and Section 8 tenant) adding protections to victims of domestic violence.
 6. Families may move to another jurisdiction if they hold a Section 8 housing voucher after leaving a unit in violation of the lease if the family moved to protect the safety of a domestic violence victim.
 7. A household cannot be evicted from assisted housing for acts of domestic violence of which a member of the household is the victim. Even if the acts of domestic violence were committed by the household member's guest, another member of the household or other persons under the tenant's control. The Housing Authority has retained the right to terminate the tenancy of any tenant if it can demonstrate an actual and imminent threat to other tenants. The Housing Authority may evict only the wrongdoer and not the entire family in cases of domestic violence.
 8. At the request of a tenant or owner (Section 8), the Housing Authority will provide form HUD-50066 Certification of Domestic Violence, Dating Violence or Stalking. On the form the individual certifies that he/she is a victim of domestic violence, dating violence, or stalking, and that the incident or incidences in question are bona fide incidences of such actual or threatened abuse. These forms must be signed and submitted within 14 business days of their request unless an extension is requested and granted and are necessary in determining whether the protections afforded to such individuals under VAWA are applicable. On the certification form, the individual must provide the name of the perpetrator. (Tenants are reminded that the provisions of sections 606 and 607 of the VAWA will not pertain if the 14 business day requirement is not met).

Notwithstanding its title, Violence Against Women Act, all Housing Authority policies in this area are gender neutral, and its protections are available to males who are victims of domestic violence, dating violence or stalking as well as female victims of such violence.

The Housing Authority has provided each public housing development household and all Section 8 HCV owners and tenants with a brochure explaining the Violence Against Women Act (VAWA) of 2005 and the protections offered assisted housing residents. Residents will again be notified at the time of reexamination.

Attachment H

PART VII. HOMEOWNERSHIP

[24 CFR 982.625 through 982.643]

15-VII.A. OVERVIEW [24 CFR 982.625]

The homeownership option is used to assist a family residing in a home purchased and owned by one or more members of the family. A family assisted under this option may be newly admitted or an existing participant in the HCV program. The PHA must have the capacity to operate a successful HCV homeownership program as defined by the regulations.

There are two forms of homeownership assistance a PHA may offer under this option: monthly homeownership assistance payments, or a single down payment assistance grant. PHAs may choose to offer either or both forms of homeownership assistance, or choose not to offer either. If a PHA offers both forms of assistance, a family must choose which form of assistance to receive.

The PHA must offer either form of homeownership assistance if needed as a reasonable accommodation so that the program is readily accessible to and usable by persons with disabilities. It is the sole responsibility of the PHA to determine whether it is reasonable to implement a homeownership program as a reasonable accommodation. The PHA must determine what is reasonable based on the specific circumstances and individual needs of the person with a disability. The PHA may determine that it is not reasonable to offer homeownership assistance as a reasonable accommodation in cases where the PHA has otherwise opted not to implement a homeownership program.

The PHA must approve a live-in aide if needed as a reasonable accommodation so that the program is readily accessible to and usable by persons with disabilities.

WESTMORELAND COUNTY HOUSING AUTHORITY'S (WCHA) POLICY

Homeownership Purpose

The Westmoreland County Housing Authority (WCHA) promotes and supports first-time homeownership for low-income, working families. WCHA's Homeownership Program will move families from rental housing into affordable homes of their own.

The homeownership option allows one or more members of the family to purchase a home. WCHA opts to offer only monthly homeownership assistance payments. Housing Choice Voucher (HCV) Payments will supplement the family's income to facilitate the transition from rental housing to homeownership.

Selection of Families

WCHA will offer the homeownership option only to families who:

- A. Have been enrolled in the Family Self-Sufficiency (FSS) Program for six or more months and are in compliance with their FSS Contract, or
Have successfully completed the FSS Program and are participating in the HCV Program.
- B. Have successfully completed WCHA-approved credit counseling.

WCHA will limit the homeownership option to a maximum of 30 families at any given time.

15-VII.B. FAMILY ELIGIBILITY [24 CFR 982.627]

The family must meet all of the requirements listed below before the commencement of homeownership assistance.

- A. The family must have been admitted to the Housing Choice Voucher program.
- B. Initial requirements:
 1. The family must be in good standing with WCHA and the landlord.
 2. The family had no family-caused violations of HUD's housing quality standards within the last 12 months.
 3. The family does not owe money to WCHA.
 4. The family has not committed any serious or repeated violations of a WCHA-assisted lease within the last 12 months
- C. The family must qualify under one of the following: first-time homeowner, cooperative member or a person with a disability (see definitions below).
 1. First-Time Homeowner: A family of which no member owned any present ownership interest in a residence of any family member during the three years before commencement of homeownership assistance for the family. The term "first-time homeowner" includes a single parent or displaced homemaker who, while married, owned a home with his or her spouse, or resided in a home owned by his or her spouse.
 2. Cooperative Member: A family of which one or more members own membership shares in a cooperative. A cooperative is housing owned by a corporation or association, and where a member of the corporation or association has the right to reside in a particular unit and to participate in management of the housing.

3. Person with a Disability: A family of which a family member is a person with a disability, and use of the homeownership option is needed as reasonable accommodations so that the program is readily accessible to and usable by such a person.
- D. The family must meet the Federal minimum income requirement. The family must have a gross annual income equal to the Federal minimum wage multiplied by 2000, based on the income of adult family members who will own the home. Income from welfare assistance will not be counted towards this requirement.
 - E. For disabled families, the minimum income requirement is equal to the current SSI monthly payment for an individual living alone, multiplied by 12.
 - F. For elderly or disabled families, welfare assistance payments for adult family members who will own the home will be included in determining whether the family meets the minimum income requirement. It will not be included for other families.
 - G. The family must satisfy the Federal minimum employment requirements. At least one or more adult members of the family who will own the home at commencement of homeownership assistance must be employed on a full-time basis and has been continuously so employed during the year before commencement of homeownership assistance for the family.
 1. The term 'full-time employment' means not less than an average of 30 hours per week;
 2. A family member will be considered continuously employed even if that family member has experienced a break in employment, provided that the break in employment: did not exceed thirty (30) calendar days; did not occur within the six-month period immediately prior to the family's request to use the homeownership option; and, has been the only break in employment within the past twelve-month period.
 3. The employment requirement does not apply to elderly and disabled families. In addition, if a family, other than an elderly or disabled family includes a person with disabilities, WCHA must grant an exemption from the employment requirement if WCHA determines that it is needed as a reasonable accommodation.
 - H. The family has not defaulted on a mortgage securing debt to purchase a home under the homeownership option.
 1. Family includes an individual who was an adult member of a family at the time when such family received homeownership assistance and defaulted on a mortgage securing debt incurred to purchase the home.
 - I. Except for cooperative members who have acquired cooperative membership shares prior to the commencement of homeownership

assistance, no family member has a present ownership interest in a residence at the commencement of homeownership assistance for the purchase of any home.

- J. Except for cooperative members who have acquired cooperative membership shares prior to the commencement of homeownership assistance, the family has entered a contract of sale in accordance with 24 CFR 982.631 Authority.
- K. The family must be “mortgage-ready”. The family must submit written verification from one of the following:
 - 1. Westmoreland Human Opportunities, Inc.
 - 2. USDA/Rural Development;
 - 3. Financial institutions that mortgage financing is provided, insured or guaranteed by a state or Federal government, complying with secondary mortgage market-underwriting requirements or comply with generally accepted private sector underwriting standards.

15-VII.C. HOMEOWNERSHIP COUNSELING [24 CFR 982.630]

Before commencement of homeownership assistance, the family must attend and satisfactorily complete credit and homeownership counseling. WCHA will partner with Westmoreland Human Opportunities, Inc. to conduct credit and homeownership counseling sessions. Counseling shall be consistent with HUD-approved housing counseling.

The following topics will be included in the credit and homeownership counseling sessions:

- A. Home maintenance (including care of the grounds);
- B. Budgeting and money management;
- C. Credit counseling and credit repair;
- D. How to negotiate the purchase price of a home;
- E. How to obtain homeownership financing and loan pre-approvals, including a description of types of financing that may be available, and the pros and cons of different types of financing;
- F. How to find a home, including information about homeownership opportunities, schools, and transportation in WCHA’s jurisdiction;
- G. Advantages of purchasing a home in an area that does not have a high concentration of low-income families and how to locate homes in such areas;
- H. Information on fair housing, including fair housing lending and local fair housing enforcement agencies; and

- I. Information about the Real Estate Settlement Procedures Act (12 U.S.C. 2601 et seq.) (RESPA), state and Federal truth-in-lending laws, and how to identify and avoid loans with oppressive terms and conditions.
- J. WCHA shall have discretion in determining whether a family is required to participate in post-purchase counseling and delinquency intervention.

15-VII.D. ELIGIBLE UNITS [24 CFR 982.628]

In order for a unit to be eligible, WCHA must determine that the unit satisfies all of the following requirements:

- A. The unit must meet HUD's "eligible housing" type:
 1. Single-family dwelling;
 2. Condominiums;
 3. Co-operatives;
 4. Manufactured housing, on a permanent foundation, placed on property that will be owned by the family; or
 5. Manufactured housing where the family will not own fee title to the real property; but the housing is on a permanent foundation and the family has the right to occupy (lease) the site for at least 40 years.
- B. The unit may not be any of the following:
 1. A public housing or Indian housing unit;
 2. A unit receiving Section 8 project-based assistance;
 3. A nursing home, board and care home, or facility providing continual psychiatric, medical or nursing services;
 4. A college or other school dormitory;
 5. On the grounds of penal, reformatory, medical, mental, or similar public or private institutions.
- C. The unit must be under construction or already exist at the time the family enters into the contract of sale.
- D. The unit must be inspected by WCHA and the family must select and pay for an independent inspector.
- E. The unit must meet Housing Quality Standards (see Chapter 8).
- F. For WCHA-owned units all of the following conditions must be satisfied:
 1. WCHA informs the family, both orally and in writing, that the family has the right to purchase any eligible unit and a WCHA-owned unit is freely selected by the family without WCHA pressure or steering;
 2. The unit is not ineligible housing;

3. WCHA obtains the services of an independent agency to inspect the unit for compliance with HQS, review the independent inspection report, review the contract of sale, determine the reasonableness of the sales price and any WCHA provided financing. All of these actions must be completed in accordance with program requirements.

WCHA must not approve the unit if the housing authority has been informed that the seller is debarred, suspended, or subject to a limited denial of participation.

15-VILE. ADDITIONAL PHA REQUIREMENTS FOR SEARCH AND PURCHASE [24 CFR 982.629]

WCHA has established the maximum time that will be allowed for a family to locate and purchase a home.

- A. The family's deadline date for locating a home and securing a sales agreement will be 180 calendar days from the date the family's eligibility for the homeownership option is determined. For good cause, WCHA may extend a family's time to locate a home. Extensions will be approved in 30-day increments, not to exceed 60 days.
- B. The family must obtain financing for the home within 60 calendar days after signing their sales agreement. Extensions will be approved on a case-by-case basis.
- C. The family must purchase the home within 90 calendar days of obtaining financing. Extensions will be approved on a case-by-case basis.
- D. WCHA will require periodic reports on the family's progress on locating and purchasing a home. The family will provide reports in 30-day intervals.

If the family is unable to purchase a home within the maximum time limit, WCHA will continue making HAP payments on the unit that the family currently leases.

15-VILF. HOME INSPECTIONS, CONTRACT OF SALE, AND PHA DISAPPROVAL OF SELLER [24 CFR 982.631]

Home Inspections

WCHA will not commence monthly homeownership assistance payments for a family until WCHA has inspected the unit and determined that the unit passes HUD's Housing Quality Standards (HQS).

An independent professional inspector selected by and paid for by the family must also inspect the unit. The independent inspection must cover major building systems and components, including foundation and structure, housing interior and exterior, and the roofing, plumbing, electrical, and heating systems. The independent inspector must be

qualified to report on property conditions, including major building systems and components.

WCHA will not require the family to use an independent inspector selected by the housing authority. The independent inspector may not be a WCHA employee or contractor, or other person under control of the housing authority.

Upon request of WCHA, the independent inspector, selected by the family, must verify that they meet one of the following qualifications:

- A. Member of American Society of Home Inspectors; or
- B. Inspectors familiar with HUD minimum Housing Quality Standards and the requirements of local codes and ordinances of the jurisdiction; or
- C. Inspectors accepted by three local lenders.

The independent inspector must provide copies of the independent inspection report to the family and WCHA. Based on the information in this report, the family and WCHA will determine whether any pre-purchase repairs are necessary.

WCHA may disapprove a unit for assistance based on information in the independent inspector's report, even if the unit was found to comply with HQS.

Contract of Sale

Before commencement of monthly homeownership assistance payments, a member or members of the family must enter into a contract of sale with the seller of the unit to be acquired by the family. The family must give WCHA a copy of the contract of sale. The contract of sale must:

- A. Specify the price and other terms of sale by the seller to the purchaser;
- B. Provide that the purchaser will arrange for a pre-purchase inspection of the dwelling unit by an independent inspector selected by the purchaser;
- C. Provide that the seller permits the HQS inspection by WCHA;
- D. Provide that the purchaser is not obligated to purchase the unit unless the HQS and independent inspections are satisfactory to the purchaser and WCHA;
- E. Provide that the purchaser is not obligated to pay for any necessary repairs; and
- F. Contain a certification from the seller that the seller has not been debarred, suspended, or subject to a limited denial of participation under CFR part 24.

Disapproval of a Seller

In its administrative discretion, WCHA may deny approval of a seller for the same reasons a housing authority may disapprove an owner under the regular HCV program [see 24 CFR 982.306 Authority].

15-VII.G. FINANCING [24 CFR 982.632]

The family is responsible for securing financing. WCHA has established the financing requirements, listed below, and may disapprove proposed financing if WCHA determines that the debt is not affordable.

- A. Mortgage financing must be provided, insured or guaranteed by the State or Federal government, complying with secondary mortgage market-underwriting requirements or comply with generally accepted private sector underwriting standards.
- B. Down payment requirements:
 - 3. WCHA will let the market determine the down payment. The family may use the following sources (this is not a complete list): FSS escrow account; individual savings account; HOMES funding; gifts from family members and friends; the seller may also contribute to down payment and closing cost requirements.
 - 4. WCHA anticipates that the secondary or private market will further dictate credit worthiness and minimum down payment requirements.
- C. If the home is purchased using FHA mortgage insurance it is subject to FHA mortgage insurance requirements.
- D. Families locating a home in a special flood zone area must obtain flood insurance on the home and agree to maintain this insurance.
- E. WCHA will prohibit the following forms of financing:
 - 5. Balloon payment mortgages;
 - 6. Variable interest rate loans;
 - 7. Seller financing;
 - 8. Any form of predatory lending.

WCHA will not require a family to obtain financing from one or more specified lenders, thereby restricting the family's ability to secure favorable financing terms.

15-VII.H. CONTINUED ASSISTANCE REQUIREMENTS; FAMILY OBLIGATIONS [24 CFR 982.633]

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

Before commencement of homeownership assistance, the family must execute a statement in which the family agrees to comply with all family obligations under the homeownership option.

The family must comply with the following obligations:

- A. The family must comply with the terms of the mortgage securing debt incurred to purchase the home, or any refinancing of such debt.
- B. As long as the family is receiving homeownership assistance, the use and occupancy of the home is subject to the following requirements [24 CFR 982.551 (h) and (i)];
 1. The family must use the assisted unit for residency by the family. The unit must be the family's only residence.
 2. The composition of the assisted family residing in the unit must be approved by WCHA. The family must promptly inform the housing authority of the birth, adoption or court awarded custody of a child. The family must request housing authority approval to add any family member as an occupant of the unit. No other person (i.e., nobody but members of the assisted family) may reside in the unit (except a foster child or live-in aide).
 3. The family must promptly notify WHCA if any family member no longer resides in the unit.
 4. If WCHA has given approval, a foster child or live-in aide may reside in the unit.
 5. WCHA will approve a live-in aide if needed as a reasonable accommodation so that the program is readily accessible to and useable by persons with disabilities.
 6. Members of the household may engage in legal profit-making activities in the unit, but only if such activities are incidental to primary use of the unit for residence by members of the family.
 7. The family must not sublease or let the unit.
 8. The family must not assign the mortgage or assign the unit.

9. The family must supply any information or certification requested by the housing authority to verify that the family is living in the unit, or relating to family's absence from the unit, including any housing authority requested information or certification on the purposes of the family's absences. The family must cooperate with the housing authority for these purposes. The family must promptly notify the housing authority of absence from the unit.
- C. The family may not convey or transfer ownership of the home, except for purposes of financing, refinancing, or pending settlement of the estate of a deceased family member. The family must secure the written permission of WCHA before it refinances any debt secured by the home or places any secured debt on the property.
- D. Upon the death of a family member who holds, in whole or in part, title to the home or ownership of the cooperative member shares for the home, homeownership assistance may continue pending settlement of the decedent's estate, notwithstanding transfer of title by operation of law to the decedent's executor or legal representative, so long as the home is solely occupied by remaining family members, in accordance with paragraph B above. In the case of divorce or family separation, the assistance shall follow what a court decrees.
- E. The family must supply information to WCHA or HUD as specified in 24 CFR 982.551(b). The family must further supply any information required by WCHA or HUD concerning mortgage financing or refinancing, sale or transfer of any interest in the home, or homeownership expenses. In particular this shall include information relating to the following:
 1. Citizenship or immigration related matters;
 2. Family income and composition;
 3. Social Security numbers;
 4. For any mortgage or other debt placed on the property;
 5. Any sale or transfer of interest in the home; and
 6. The family's homeownership expenses.
- F. The family must notify WCHA before moving out of the home.
- G. The family must notify WCHA if the family defaults on the mortgage used to purchase the home.
- H. No family member may have any ownership interest in any other residential property.
- I. The family must sign and comply with the Housing Choice Voucher Homeownership Family Obligations. These obligations are described in 24 CFR 982.551, except for the following provisions which do not apply to

assistance under the homeownership option: 24 CFR 982.551 Authority, (d), (e), (f), (g) and (j). *See Attachment A.*

- J. WCHA will not do annual HQS inspections. The family is responsible for repair and maintenance.
- K. All taxes and insurance must be included in the mortgage payment.
- L. WCHA suggests that the family open and maintain a savings account to deposit maintenance and repair allowances. The savings account would be used for future maintenance and repairs to the family home.

15-VII.I. MAXIMUM TERM OF HOMEOWNER ASSISTANCE [24 CFR 982.634]

- A. Except in the case of a family that qualifies as an elderly or disabled family, the maximum term of homeownership is:
 - Fifteen (15) years, if the initial mortgage is twenty (20) years or longer; or
 - Ten (10) years, in all other cases.
- B. The maximum term described above applies to any member of the family who:
 - Has an ownership interest in the unit during the time that homeownership payments are made; or
 - Is the spouse of any member of the household who has an ownership interest in the unit during the time homeownership payments are made.
- C. In the case of an elderly family, the exception only applies if the family qualifies as an elderly family at the start of homeownership assistance. In the case of a disabled family, the exception applies if at any time during receipt of homeownership assistance the family qualifies as a disabled family.
- D. If, during the course of homeownership assistance, the family ceases to qualify as a disabled or elderly family, the maximum term becomes applicable from the date homeownership assistance commenced. However, such a family must be provided at least 6 months of homeownership assistance after the maximum term becomes applicable (provided the family is otherwise eligible to receive homeownership assistance).
- E. If the family has received such assistance for different homes, or from different PHAs, the total of such assistance terms is subject to the maximum term described in this part.

15-VII.J. HOMEOWNERSHIP ASSISTANCE PAYMENTS AND HOMEOWNERSHIP EXPENSES [24 CFR 982.635]

- A. The monthly homeownership assistance payment is the lower of:
- The voucher payment standard minus the total tenant payment, or
 - The monthly homeownership expenses minus the total tenant payment.
- B. In determining the amount of the homeownership assistance payment, WCHA will use the same payment standard schedule, payment standard amounts, and subsidy standards as those described elsewhere in this plan for the Housing Choice Voucher Program.
- C. WCHA will make homeownership assistance payments to the lender or to the family at the discretion of WCHA and the lender. If the assistance payment exceeds the amount due to the lender, WCHA must pay the excess directly to the family.
- D. Homeownership assistance for a family terminates automatically 180 calendar days after the last homeownership assistance payment on behalf of the family.
- E. Some homeownership expenses are allowances or standards determined by WCHA in accordance with HUD regulations. These allowances are used in determining expenses for all homeownership families and are not based on the condition of the home.
- F. Homeownership expenses include:
1. Principal and interest on initial mortgage debt, any refinancing of such debt, and any mortgage insurance premium incurred to finance purchase of the home;
 2. Real estate taxes and home insurance;
 3. WCHA utility allowance used for voucher program;
 4. WCHA allowance for routine maintenance costs (\$50);
 5. WCHA allowance for major repairs and replacement (\$50);
 6. Principal and interest on mortgage debt incurred to finance costs for major repairs, replacements or improvements for the home. If a member of the family is a person with disabilities, such debt may include debt incurred by the family to finance costs needed to make the home accessible for such person, if WCHA determines that allowance of such costs as homeownership expenses is needed as a reasonable accommodation so that the homeownership option is readily accessible to and usable by such person;
 7. If the home is a cooperative or condominium, expenses also include operating expenses or maintenance fees assessed by the homeowner association.

8. Land lease payments where a family does not own fee title to the real property on which the home is located; [see 24 CFR 982.628(b)].
 9. For a condominium unit, condominium operating charges or maintenance fees assessed by the condominium homeowner association.
- G. Homeownership expenses for a cooperative member may only include amounts allowed by the PHA to cover:
1. The cooperative charge under the cooperative occupancy agreement including payment for real estate taxes and public assessments on the home;
 2. Principal and interest on initial debt incurred to finance purchase of cooperative membership shares and any refinancing of such debt;
 3. Home insurance;
 4. WCHA utility allowance for the home;
 5. WCHA allowance for maintenance expenses;
 6. WCHA allowance for costs of major repairs and replacements; and
 7. Principal and interest on debt incurred to finance major repairs, replacements or improvements for the home. If a member of the family is a person with disabilities, such debt may include debt incurred by the family to finance costs needed to make the home accessible for such person, if WCHA determines that allowance of such costs as homeownership expenses is needed as a reasonable accommodation so that the homeownership option is readily accessible to and usable by such person.
 8. Cooperative operating charges or maintenance fees assessed by the cooperative homeowner association.

15-VII.K. PORTABILITY [24 CFR 982.636, 982.637, 982.353(b) and (c), 982.552, 982.553]

Subject to the restrictions on portability included in HUD regulations and WCHA policies, a family may exercise portability if the receiving PHA is administering a voucher homeownership program and accepting new homeownership families. The receiving PHA may absorb the family into its voucher program, or bill the initial PHA.

The family must attend the briefing and counseling sessions required by the receiving PHA. The receiving PHA will determine whether the financing for, and the physical condition of the unit, are acceptable. The receiving PHA must promptly notify the initial PHA if the family has purchased an eligible unit under the program, or if the

family is unable to purchase a home within the maximum time established by the PHA.

15-VIII. MOVING WITH CONTINUED ASSISTANCE [24 CFR 982.637]

A family receiving homeownership assistance may move with continued tenant-based assistance. The family may move with voucher rental assistance or with voucher homeownership assistance. Continued tenant-based assistance for a new unit cannot begin so long as any family member holds title to the prior home.

- A. WCHA may deny permission to move to a new unit with continued voucher assistance as follows:
 - 1. Lack of funding to provide continued assistance.
 - 2. In accordance with 24 CFR 982.638, regarding denial or termination of assistance.
 - 3. Prohibits more than one move by the family during a 12-month period.
- B. WCHA must deny the family permission to move to a new unit with continued voucher rental assistance if:
 - 1. The family defaulted on an FHA-insured mortgage; and
 - 2. The family fails to demonstrate that the family has conveyed, or will convey, title to the home, as required by HUD, to HUD or HUD's designee; and the family has moved, or will move, from the home within the period established or approved by HUD.

15-VII.M. DENIAL OR TERMINATION OF ASSISTANCE [24 CFR 982.638]

At any time, WCHA may deny or terminate homeownership assistance in accordance with HCV program requirements in 24 CFR 982.552 (Grounds for denial or termination of assistance) or 24 CFR 982.553 (Crime by family members).

WCHA will also deny or terminate assistance for violation of participant (family) obligations described in 24 CFR Parts 982.551 or 982.633 and in accordance with its own policy.

WCHA will terminate voucher homeownership assistance for any member of family receiving homeownership assistance that is dispossessed from the home pursuant to a judgment or order of foreclosure on any mortgage (whether FHA insured or non-FHA) securing debt incurred to purchase the home, or any refinancing of such debt.

WCHA, in its discretion, may permit the family to move to a new unit with continued voucher rental assistance if the family can show that the default was for reasons beyond their control. However, the housing authority will deny such permission, if;

- A. The family defaulted on a FHA-insured mortgage; and

B. The family fails to demonstrate that:

1. The family has conveyed title to home, as required by HUD, to HUD or HUD's designee; and
2. The family has moved from the home within the period established or approved by HUD.

15-VII.N. RECAPTURE OF HOMEOWNERSHIP ASSISTANCE [24 CFR 982.625(2)(h)]

WCHA shall not impose or enforce any requirement for the recapture of voucher homeownership assistance on the sale or refinancing of a home purchased with assistance under the Housing Choice Voucher Homeownership option.

15-VII.O. WAIVER OR MODIFICATION OF HOMEOWNERHIP POLICIES

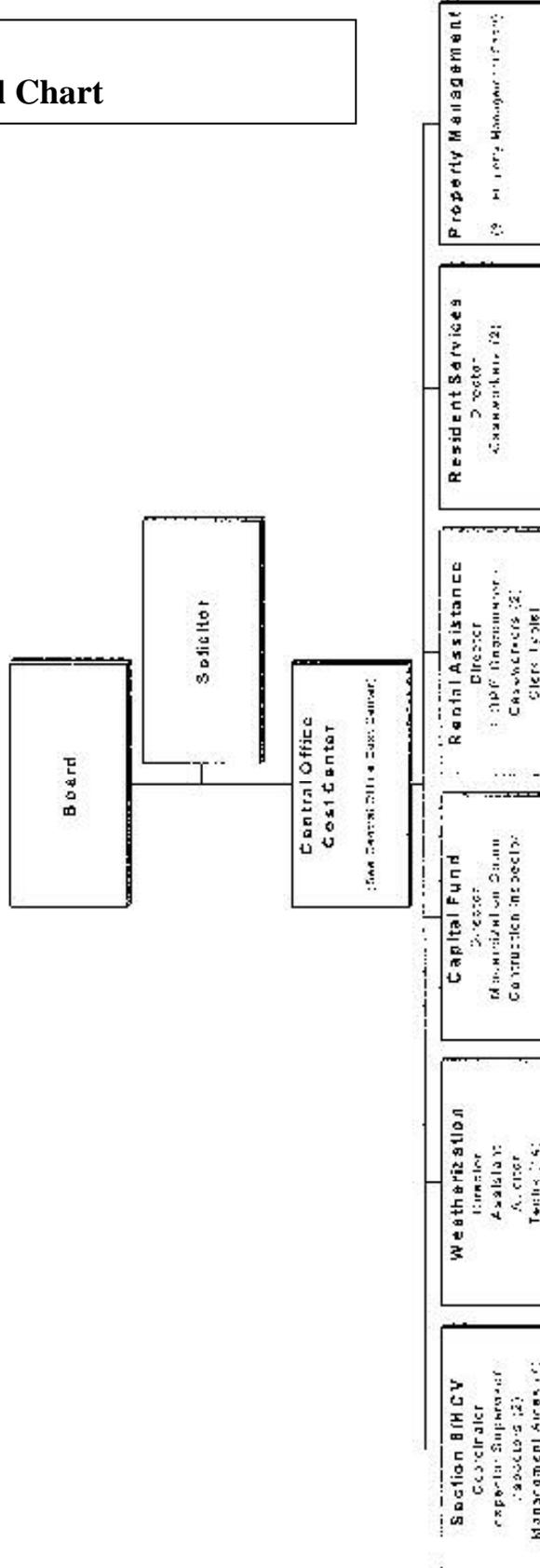
The Executive Director of WCHA will have sole discretion to waive or modify any provision of the Housing Choice Voucher Homeownership Program not governed by statute or regulation.

The Executive Director of WCHA will have sole discretion to waive or modify any provision of the Housing Choice Voucher Homeownership Program to comply with changes in HUD regulations and directives.

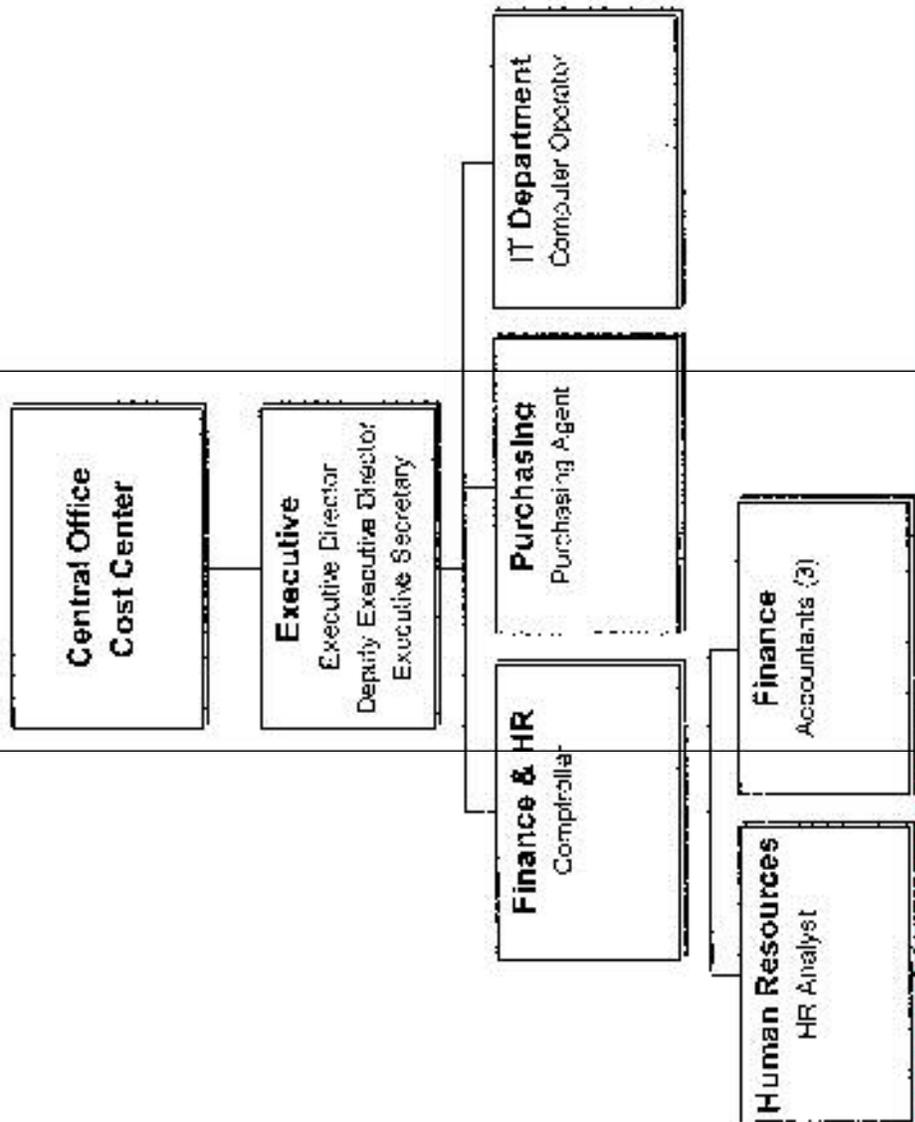
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**Attachment I
Organizational Chart**

Westmoreland County Housing Authority

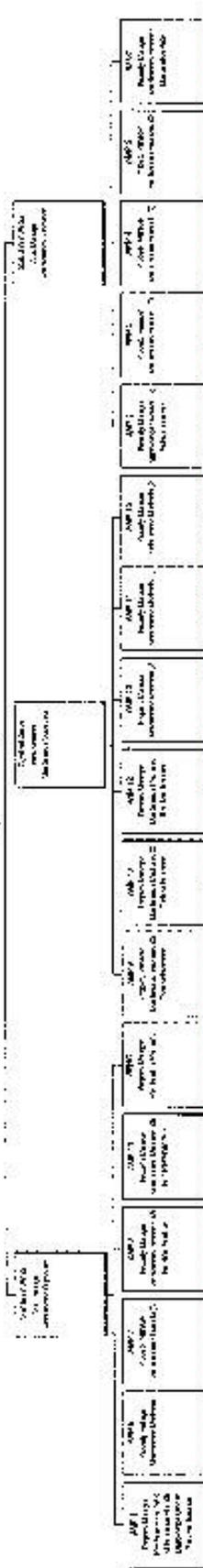


Westmoreland County Housing Authority



Westmoreland County Housing Authority

Program Manager
 1000 North 10th St
 Westmoreland, PA 15389



Attachment J

Comments of the Resident Advisory Board

WESTMORELAND COUNTY HOUSING AUTHORITY
RESIDENT COMMENTS AND AUTHORITY RESPONSE
AND
PUBLIC COMMENTS
REGARDING THE ANNUAL PLAN 2009

May 29, 2008

1. The Annual Plan includes information concerning all of the Authority's programs and plans for the upcoming fiscal year. Each program was discussed and the requirements for assistance.
2. Several questions arose concerning the Drug Elimination in Public Housing Program. The Authority explained that the program has been eliminated by HUD, therefore no further funding will be available for the excellent programming that has been provided at six of our family communities. However, the Authority is committing monies to the program from the Capital Fund Program to continue the programming. In fact, the program was expanded to include hi-rises and additional family communities. The residents in attendance indicated that the activities at the hi-rises have been very well received. The coordinators for the program indicated that safety, health and other informational programs will continue to be provided to the hi-rise residents. For the youth, after school activities, summer reading programs, recreational activities and self-esteem building continue to be high priority activities.
3. Many of the residents in attendance at the meeting were from hi-rise buildings. Traditionally these buildings have been considered for elderly and disabled only, however the Authority has not designated any buildings "elderly only". Much of the discussion revolved around the feelings of the elderly that younger people should not be living in their buildings. The elderly residents shared stories of problems being encountered with the younger people. The Authority responded that they are researching the possibility of designating certain developments as "Elderly Only". This was met with enthusiasm by the elderly. Additionally, the Authority representative described the screening process that

applicants must pass in order to be admitted to public housing. The Authority follows the HUD prescribed process for admission.

4. The Capital Fund Program was discussed with the residents. The Authority representative discussed the Annual Statement and the Five Year Action Plan with the residents. The rule of fungibility was discussed with the residents, and the procedure for assigning priorities to approved work items.
5. The question was brought up of the Authority's plan for providing handicapped accessible units. The Authority's representative explained that a 504 Transition Plan has been submitted to HUD, and that the Authority is committing a minimum of 25% of the annual Capital Fund to those issues. However, "reasonable accommodations" are made on a per-request basis. The residents in attendance learned that the Authority will make reasonable accommodations when requested in writing to the Deputy Executive Director. The Deputy Executive Director, along with the Executive Director, will determine reasonableness.
6. Parking at hi-rise buildings has become an issue, as more of our residents are continuing to drive as they get older. Parking spaces are in high demand. Unfortunately in most instances there is not useable space to build additional parking spaces. This issue was discussed at length.
7. There was interest in the Home Ownership Program and the Family Self-Sufficiency Program. These programs were discussed at length, including the many benefits available to the participants.

As a separate activity, a public hearing was advertised and held at the administrative offices of the Housing Authority. There was no attendance at the meeting and no comments were received.

All comments from the public and the residents were given full consideration. No substantial changes to the Plan were required.

Attachment K

Site-Based Waiting Lists

1. East Ken Manor (18-1) and East Ken Manor Annex (18-16)
2. Kensington Manor (18-4)
3. Arnold Manor (18-9)
4. Parnassus Manor (18-15)
5. Arnold Townhouses (18-18)
6. Vandergrift Townhouses (18-20)
7. Lower Burrell Townhouses (18-24)
8. Lower Burrell Manor ((18-28)
9. Park Manor (18-2)
10. Highland Manor (18 -8)
11. Eastgate Manor (18-5)
12. Valley Manor (18-6)
13. Westgate Manor (18-8A)
14. Pleasant Manor (18-7)
15. Scottdale Manor (18-10)
16. Irwin Manor (18-12)
17. Latrobe Manor (18-13)
18. Jeannette Manor (18-14)
19. Latrobe Townhouses (18-17)
20. Greensburg Townhouses (18-19)
21. Jeannette Townhouses (18-23)
22. New Florence Manor (18-25) and St. Clair Manor (18-26)
23. New Stanton Manor (18-27)
24. Trafford Manor (18-29)
25. Derry Townhouses (18-40)
26. West Hempfield Townhouses (18-39)
27. Penn Manor (18-43)
28. McMurtry Towers (18-11)

The Housing Authority continues to maintain public housing site-based waiting lists. The Authority has experienced no known incidents of discrimination related to these lists. The racial, ethnic and disability related tenant composition of each site has remained relatively unchanged over the years.

The Housing Authority continually reviews the demographic makeup of the 28 waiting list sites to identify and remedy any possibility of discrimination. Toward assessing the possibility of discrimination the Director of Operations downloads and reviews, on a monthly basis, information from the Multifamily Tenant Characteristics System (MTCS). This information identifies the racial, ethnic and disability related characteristics of the households currently residing in the 28 site-based developments identified above.

Annually, as part of the Annual Plan process, the Director of Operations will undertake a full analysis of the monthly data to determine if trends or patterns of significant change are developing that might indicate households with similar racial, ethnic and disability related characteristics are locating in one or some specific development(s).

As part of this annual analysis the Housing Authority is mindful of the overall racial, ethnic and disability related makeup (Authority-wide averages) of all public housing site-based developments. As of April 2008 these percentages are: White 51%, Black 46%, Hispanic 23%, Asian 2% and American Indian 1%.

If a problem is identified the Authority will take appropriate action including marketing targeted at families disproportionately represented, testing, or other steps to ensure the site-based waiting lists are being managed in a non-discrimination basis.

The Housing Authority has only begun using the HUD prescribed form to review the trends of the overall racial, ethnic and disability related makeup of the public housing site-based developments. The unavailability of reliable historical data required the use of more current information as the initial mix demographic.

**Assessment of Site-Based Waiting Lists
Development Demographic Characteristics**

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics (% mix)	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL (As of Feb 2008) (% mix)	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics
East Ken Manor (18-1)	5/31/1963	White 76 Black 24 Hispanic 1 American Indian	White 76 Black 24 Hispanic 1 American Indian	No change
East Ken Manor Annex (18-16) (178 units)	7/31/1973	Asian Other W/Disabilities Vacant	Asian Other W/Disabilities Vacant	
Park Manor (18-2) (102 units)	3/31/1957	White 58 Black 42 Hispanic 0 American Indian Asian Other W/Disabilities Vacant	White 57 Black 43 Hispanic 0 American Indian Asian Other W/Disabilities Vacant	1% decrease 1% increase
Kensington Manor (18-4) (99 units)	4/30/1967	White 57 Black 42 Hispanic 1 American Indian Asian 1 Other W/Disabilities Vacant	White 57 Black 42 Hispanic 1 American Indian Asian 1 Other W/Disabilities Vacant	No change

Eastgate Manor (18-5) (50 units)	1/31/1965	White 73 Black 25 Hispanic 0 American Indian Asian 2 Other W/Disabilities Vacant	White 72 Black 26 Hispanic 0 American Indian Asian 2 Other W/Disabilities Vacant	1% decrease 1% increase
Valley Manor (18-6) (72 units)	3/31/1967	White 74 Black 25 Hispanic 5 American Ind. 2 Asian Other W/Disabilities Vacant	White 69 Black 30 Hispanic 3 American Ind. 2 Asian Other W/Disabilities Vacant	5% decrease 5% increase 2% decrease
Pleasant Manor (18-7) (50 units)	1/31/1968	White 96 Black 4 Hispanic 0 American Indian Asian Other W/Disabilities Vacant	White 96 Black 4 Hispanic 0 American Indian Asian Other W/Disabilities Vacant	No change
Westgate Manor (18-8A) (68 units)	8/31/1973	White 61 Black 39 Hispanic 3 American Indian Asian Other W/Disabilities Vacant	White 59 Black 41 Hispanic 3 American Indian Asian Other W/Disabilities Vacant	2% decrease 2% increase
Highland Manor (18-8B) (50 units)	8/31/1973	White 61 Black 39 Hispanic 3 American Indian Asian Other W/Disabilities Vacant	White 59 Black 41 Hispanic 3 American Indian Asian Other W/Disabilities Vacant	2% decrease 2% increase

Arnold Manor (18-9) (80 units)	6/30/1968	White 93 Black 7 Hispanic 1 American Indian Asian Other W/Disabilities Vacant	White 93 Black 7 Hispanic 0 American Indian Asian Other W/Disabilities Vacant	No change
Scottdale Manor (18-10) (60 units)	9/30/1969	White 100 Black 0 Hispanic 0 American Indian Asian Other W/Disabilities Vacant	White 98 Black 2 Hispanic 0 American Indian Asian Other W/Disabilities Vacant	2% decrease 2% increase
McMurtry Towers (18-11) (100 units)	11/30/1969	White 97 Black 3 Hispanic 1 American Indian Asian Other W/Disabilities Vacant	White 97 Black 3 Hispanic 1 American Indian Asian Other W/Disabilities Vacant	No change
Irwin Manor (18-12) (74 units)	7/31/1972	White 100 Black 0 Hispanic 2 American Indian Asian Other W/Disabilities Vacant	White 100 Black 0 Hispanic 2 American Indian Asian Other W/Disabilities Vacant	No change
Latrobe Manor (18-13) (79 units)	8/31/1972	White 98 Black 2 Hispanic 2 American Indian Asian Other W/Disabilities Vacant	White 99 Black 1 Hispanic 1 American Indian Asian Other W/Disabilities Vacant	1% increase 1% increase 1% decrease

Jeannette Manor (18-14) (95 units)	10/31/1971	White 93 Black 6 Hispanic 1 American Indian Asian 1 Other W/Disabilities Vacant	White 91 Black 8 Hispanic 1 American Indian Asian 1 Other W/Disabilities Vacant	2% decrease 2% increase
Parnassus Manor (18-15) (104 units)	3/31/1973	White 93 Black 7 Hispanic 1 American Indian Asian Other W/Disabilities Vacant	White 91 Black 9 Hispanic 1 American Indian Asian Other W/Disabilities Vacant	2% decrease 2% increase
Latrobe Townhouses (18-17) (20 units)	3/31/1981	White 100 Black 0 Hispanic 0 American Indian Asian Other W/Disabilities Vacant	White 100 Black 0 Hispanic 0 American Indian Asian Other W/Disabilities Vacant	No change
Arnold Townhouses (18-18) (20 units)	11/30/1982	White 67 Black 33 Hispanic 0 American Indian Asian Other W/Disabilities Vacant	White 67 Black 33 Hispanic 0 American Indian Asian Other W/Disabilities Vacant	No change
Greensburg Townhouses (18-19) (20 units)	4/30/1985	White 85 Black 15 Hispanic 0 American Indian Asian Other W/Disabilities Vacant	White 85 Black 15 Hispanic 0 American Indian Asian Other W/Disabilities Vacant	No change

Vandergrift Townhouses (18-20) (20 units)	8/31/1984	White 94 Black 6 Hispanic 0 American Indian Asian Other W/Disabilities Vacant	White 95 Black 5 Hispanic 0 American Indian Asian Other W/Disabilities Vacant	1% increase 1% decrease
Jeannette Townhouses (18-23) (30 units)	11/30/1983	White 90 Black 10 Hispanic 3 American Indian Asian Other W/Disabilities Vacant	White 79 Black 21 Hispanic 3 American Indian Asian Other W/Disabilities Vacant	11% decrease 11% increase
Lower Burrell Townhouses (18-24) (30 units)	12/30/1984	White 97 Black 3 Hispanic 3 American Indian Asian Other W/Disabilities Vacant	White 97 Black 3 Hispanic 3 American Indian Asian Other W/Disabilities Vacant	No change
New Florence Manor (18-25) St. Clair Manor (18-26) (100 units)	11/30/1984 10/31/1985	White 100 Black 0 Hispanic 0 American Indian Asian Other W/Disabilities Vacant	White 99 Black 1 Hispanic 0 American Indian Asian Other W/Disabilities Vacant	1% decrease 1% increase
New Stanton Manor (18-27) (72 units)	6/30/1979	White 96 Black 2 Hispanic 0 American Indian Asian 2 Other W/Disabilities Vacant	White 96 Black 2 Hispanic 0 American Indian Asian 2 Other W/Disabilities Vacant	No change

Lower Burrell Manor (18-28) (125 units)	9/30/1983	White 100 Black 0 Hispanic 1 American Indian Asian Other W/Disabilities Vacant	White 100 Black 0 Hispanic 1 American Indian Asian Other W/Disabilities Vacant	No change
Trafford Manor (18-29) ((100 units)	11/30/1982	White 99 Black 1 Hispanic 1 American Indian Asian Other W/Disabilities Vacant	White 99 Black 1 Hispanic 1 American Indian Asian Other W/Disabilities Vacant	No change
West Hempfield Townhouses (18-39) (40 units)	9/30/1997	White 85 Black 15 Hispanic 3 American Indian Asian Other W/Disabilities Vacant	White 89 Black 11 Hispanic 3 American Indian Asian Other W/Disabilities Vacant	4% increase 4% decrease
Derry Townhouses (18-40) (50 units)	9/30/1993	White 98 Black 0 Hispanic 0 American Ind. 2 Asian Other W/Disabilities Vacant	White 96 Black 2 Hispanic 0 American Ind. 2 Asian Other W/Disabilities Vacant	2% decrease 2% increase
Penn Manor (18-43) (16 units)	1/31/1998	White 100 Black 0 Hispanic 0 American Indian Asian Other W/Disabilities Vacant	White 100 Black 0 Hispanic 0 American Indian Asian Other W/Disabilities Vacant	No change

Attachment L

Project Based Voucher Program

The Westmoreland County Housing Authority has implemented the Section 8 Project Based Program and currently provides funding to one development. The 70 unit development of The Village of Easton is located in the Borough of Irwin.

The Housing Authority has developed a written set of policies and procedures applicable to the administration of the Project Based Program. These appear as Chapter 17 of the Westmoreland County Housing Authority Housing Choice Voucher Administrative Plan. This Plan is available as a supporting document to the Annual Plan. These policies deal with the general requirements of the program, criteria that owners must provide, overall dwelling unit requirements, how new and rehabilitated units are handled as part of the program, HAP contract, selection of tenants, rules concerning occupancy and how rents to owners are calculated. The policy has been modeled after the federal requirements appearing at 24 CFR Part 983.

Although the Housing Authority has no specific plan to project base additional units during the 2009 Plan year, if the opportunity and units became available the Authority would consider a FY 2009 advertisement.

Attachment M

Substantial Deviation and Significant Amendment or Modification Definitions

a. Substantial Deviation from the 5-Year Plan

The 5-Year Plan is subject to modification and change. A change to the 5-Year Plan may be considered a substantial deviation if it is inconsistent with or fundamentally changes the Housing Authority's Mission Statement. Changes will be incorporated in subsequent Plans and will be subject to review by the residents, the Resident Advisory Board (RAB) and the Public Hearing.

b. Significant Amendment or Modification to the Annual Plan

The Annual Plan is subject to modification and change during the Plan year. A change to the Annual Plan may be considered a Significant Amendment or Modification if it represents a shift in policies or a major change of strategy or work activities enumerated in the Annual Plan. Changes other than those specified below will be undertaken by the PHA staff and reported in the subsequent Annual Plan that is subject to full public disclosure.

A significant change in policy with regard to demolition, disposition, designation, homeownership programs or conversion activities (conversion as defined at 24 CFR Part 972.3). The submission of an application or proposal to HUD in any of these areas requiring disclosure to the public/residents, the RAB and action by the PHA Board prior to submission, that may contain minor changes to the Annual Plan, will not be considered a Significant Amendment or Modification.

A change or addition to the Capital Fund Annual Statement (non-emergency work item) or 5-Year Action Plan that is outside of HUD's fungibility regulations and/or represents a change of use of more than 50% in the current HUD grant award.

Any program or policy change or modification (including the implementation of new program activities) permitted or required under federal program instructions or regulations, or required by HUD based on an operational review or implemented as a result of a national or local emergency will not be considered a Substantial Deviation or Significant Amendment or Modification.

Attachment N

**AMP PROJECT COMBINATIONS
PUBLIC HOUSING**

PA018 000001P
18-1 East Ken Manor
18-16 East Ken Manor Annex

PA018 000002P
18-2 East Manor
18-8B Highland Manor

PA018 000003P
18-5 East Gate Manor
18-6 Valley Manor

PA018 000004P
18-8A Westgate

PA18 000005P
18-7 Pleasant Manor
18-10 Scottdale Manor

PA18 000006P
18-9 Arnold Manor

PA18 000007P
18-4 Kensington Manor
18-18 Arnold Townhouses

PA18 000008P
18-11 McMurry Towers
18-20 Vandergriff Townhouses
18-24 Lower Burrell Townhouses

PA18 000009P
18-12 Irwin Manor
18-27 New Stanton Manor

**AMP PROJECT COMBINATIONS
PUBLIC HOUSING**

PA18 000010P
18-14 Jeannette Manor 18-29 Trafford Manor

PA18 000011P
18-15 Parnassus Manor 18-28 Lower Burrell Manor

PA18 000012P
18-13 Latrobe Manor

PA18 000013P
18-17 Latrobe Townhouses 18-19 Greensburg Townhouses 18-40 Derry Townhouses

PA18 000014P
18-23 Jeannette Townhouses 18-39 West Hempfield Townhouses 18-43 Penn Manor

PA18 000015P
18-25 New Florence Manor 18-26 St. Clair Manor



Attachment O

Progress in Meeting the 5-Year Plan

Minor modifications have been made in the Housing Authority's 5-Year Plan. The changes are discussed below. The Housing Authority continues to strive to meet its mission statement and the 5-Year goals that have been established.

The Authority continues to provide quality affordable housing to Westmoreland County's most needy citizens. This is being accomplished at a time of reduced federal resources. The Housing Authority, through the public housing program, has the capacity to provide safe, sanitary and decent housing to over 1900 low-income families in Westmoreland County. In addition the WCHA, through the Housing Choice Voucher Program, supports another 1900 families living in private rental housing in all areas of the county.

The following progress has been made in meeting the established 5-Year goals:

The public housing Vacancy Reduction Strategy continues to show positive results. There are fewer public housing vacancies today (April 2008) than 5 years ago. The overall 6 year trend continues to show the number of vacancies is on the decline. The current vacancy rate is approximately 14%.

Although demand for available HCV units remains high, the opportunity to secure additional units during the 2008 Plan year did not arise. The Housing Authority will take advantage of additional units during the 2009 Plan Year if they become available.

HUD's Section 8 automated reporting system has again scored the Housing Authority's performance in the "high performer" category (97%). The Westmoreland County Housing Authority continues as a leader in Western PA performance in the administration and management of the Housing Choice Voucher Program.

Performance, as ranked nationally has increased for the public housing program. Currently rated at 86%, performance has increased over the past few years. The high number of vacant units continues to hold down the PHAS performance rating.

The renovation and modernization of public housing units continues to proceed. During the 2009 Plan Year emphasis will again be placed on converting elderly efficiency units to accessible one-bedroom housing for disabled families. The Housing Authority will continue its commitment of providing up to 25% of its annual Capital Fund allocation toward accessible housing improvements. Through these efforts the Authority hopes to meet the accessibility goal of having at least 5% of all developments fully accessible to family with members who are mobility impaired.

In 2007 the Authority reanalyzed its position on disposition and demolition. Prior to initiating any demolition, obsolete or unneeded units will be offered for sale through the disposition process. The Housing Authority anticipates moving forward in FY 2009 by implementing this approach in 2 public housing developments (East Ken Manor and Park Manor).

The current 5-year Plan has been modified to accommodate a new goal for the 2005 Violence Against Women Act (VAWA). Over the 5 year plan period the Housing Authority intends to adopt policies and explore activities to guarantee that resident victims of domestic violence, dating violence, sexual assault or stalking will (1) continue to have access to the housing opportunities available through the Housing Authority; (2) have a living environment that protects the safety of victims of these crimes and (3) serve as a resource to victims in need of emergency and permanent Section 8 housing as a result of actual or threatened abuse.

The 2009-2013 Five-Year Plan has also been amended to included language dealing with the potential development of the Authority's 56 area site along South Greengate Road. This site is the current location of the Authority's administrative offices. Purchased many years ago the parcel is now in the middle of major commercial and residential development. The Housing Authority will explore the development potential of the property. Using a portion of the property for additional assisted housing will be considered.

The cooperative efforts with the TANF Agency have paid real benefits to the Housing Authority. Direct access to TANF data bases now enables online verification of welfare benefits of applicants and current residents (recertification).

The Housing Choice Voucher Homeownership Program continues to make progress. The Authority will start the 2009 Plan year with 10 families enrolled in the program and others in the "preparation stage". The Authority is on target to add 2 to 4 new participants each year.

Designating units for "Elderly Only" will again receive consideration. Elderly residents continue to be dissatisfied living with younger disabled families. The Housing Authority has limited option to deal with the mixed family federal mandate.

The annual analysis of tenant incomes from the Housing Authority's family public housing developments has resulted in no change in the economic deconcentration target. The over concentration of lower income tenants at Park Manor continues to be a problem.

Insert File Attachment pa018a02 – Capital Fund Program Original Annual Statement

Insert File Attachment pa018b02 – Capital Fund Program 5-Year Action Plan

Insert File Attachments pa018c02 – pa018e02 Capital Fund P&E Statements.

**PHA Plan
Table Library**

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years				

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

PHA Name: WESTMORLEAND COUNTY HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: PA28P018501-08 Replacement Housing Factor Grant No:	Federal FY of Grant: 2008
-----------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------	-------------------------------------

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

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	464,211.00	-	-	-
3	1408 Management Improvements	320,000.00	-	-	-
4	1410 Administration	232,105.00	-	-	-
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	91,500.00	-	-	-
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	25,000.00	-	-	-
10	1460 Dwelling Structures	1,080,000.00	-	-	-
11	1465.1 Dwelling Equipment - Nonexpendable	-	-	-	-
12	1470 Nondwelling Structures	-	-	-	-
13	1475 Nondwelling Equipment	5,000.00	-	-	-
14	1485 Demolition	98,242.00	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	5,000.00	-	-	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	-	-	-	-
20	1502 Contingency	-	-	-	-
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 2,321,058.00	\$ -	\$ -	\$ -
22	Amount of line 21 Related to LBP Activities	-	-	-	-
23	Amount of line 21 Related to Section 504 Compliance	-	-	-	-
24	Amount of line 21 Related to Security - Soft Costs	-	-	-	-
25	Amount of line 21 Related to Security - Hard Costs	-	-	-	-
26	Amount of line 21 Related to Energy Conversation Measures	-	-	-	-

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

PHA Name: WESTMORLEAND COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA28P018501-08 Replacement Housing Factor Grant I 0				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
				Original	Revised	Funds Obligated	Funds Expended	
	OPERATIONS	1406.00		464,211.00				
	MANAGEMENT IMPROVEMENTS	1408.00		320,000.00				
	COMPUTER EQUIPMENT	1475.00		5,000.00				
AMP 1								
EAST KEN ANNEX AMP 2	REDEVELOPMENT	1485.00		98,242.00				
HIGHLAND MANOR	SIDING REPLACEMENT	1460.00		30,000.00				
AMP 3: VALLEY MANOR	504 COMPLIANCE	1460.00		475,000.00				
	A&E FEE	1430.00		28,500.00				
AMP 4								

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

PHA Name: WESTMORLEAND COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA28P018501-08 Replacement Housing Factor Grant I 0				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
				Original	Revised	Funds Obligated	Funds Expended	
AMP 5								
AMP 6								
18-9	504 COMPLIANCE	1460.00		475,000.00				
ARNOLD	A&E FEE	1430.00		28,500.00				
MANOR								
AMP 7								
KEN	CENTRAL TOWERS ROOF	1460.00		100,000.00				
MANOR	REPLACEMENT							
AMP 8								
AMP 9								
PA 18-12								
IRWIN								
MANOR								

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

PHA Name: WESTMORLEAND COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA28P018501-08 Replacement Housing Factor Grant I 0				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
				Original	Revised	Funds Obligated	Funds Expended	
AMP 10								
AMP 11								
PARNASSUS MANOR	504 COMPLIANCE A&E FEE	1460.00			34,500.00			
AMP 12								

Part II: Supporting Pages

PHA Name: WESTMORLEAND COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA28P018501-08 Replacement Housing Factor Grant 0				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
				Original	Revised	Funds Obligated	Funds Expended	
AMP 13								
DERRY TOWNHOUSE	PLAYGROUND	1450.00		25,000.00				
AMP 14								
AMP 15								

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

PHA Name: WESTMORLEAND COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA28P018501-08 Replacement Housing Factor Grant: 0				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
				Original	Revised	Funds Obligated	Funds Expended	
	ADMINISTRATION:							
	EXECUTIVE DIRECTOR	1410.00		6,026.37				
	DEPUTY DIRECTOR	1410.00		4,633.94				
	MANAGEMENT AIDE	1410.00		1,390.58				
	ACCOUNTANT	1410.00		12,004.05				
	PURCHASING AGENT	1410.00		2,144.18				
	REHAB ADMINISTRATOR	1410.00		50,850.00				
	COMPUTER OPERATOR	1410.00		1,880.19				
	DIRECTOR OF OPERATIONS	1410.00		19,385.72				
	CONSTRUCTION INSPECTOR	1410.00		50,850.00				
	EXECUTIVE SECRETARY	1410.00		1,683.14				
	FRINGE BENEFITS							
	F.I.C.A. = 7.065%	1410.00		16,236.05				
	PENSION = 14%	1410.00		17,848.69				
	HEALTH, LIFE, WORKERS							
	COMP INSURANCE = 14%	1410.00		24,893.09				
	SUNDRY	1410.00		22,279.00				
	RELOCATION COSTS	1495.10		5,000.00				

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

Activities for Year: <u>2011</u> FFY Grant: <u>2011</u> PHA FY: <u>2012</u>			Activities for Year: <u>2012</u> FFY Grant: <u>2012</u> PHA FY: <u>2013</u>		
Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
AMP 1: 18-1	SURVEY FOR UTILITIES		AMP 1: 18-1 & 18-16	BATHROOM RENOVATION	\$398,607.00
	SMOKE DETECTORS			PORCHES & RAILINGS	
	18-16 DEMOLITION			18-16 BATH RENOVATION	
AMP 2: 18-2	HOT WATER TANKS			WATER LINES	
	FLOOR TILE & SUBFLOOR		AMP 2: 18-8B	SIDEWALKS	
	18-8B DOORBELL			HOT WATER TANKS	
	ENTRY DOORS & LOCKS			18-2 ROOF	
				CEILING REPAIR	
				SECURITY CAMERAS	
AMP 3: 18-6	BREAKER PANELS		AMP 3: 18-5	1ST FLOOR CEILING TRACK	
	ENTRY DOORS & LOCKS			PAVING	
	VERTICAL BLINDS			CLEAN & SEAL BLDG EXT	
	18-5 CENTRAL A/C			WATER SHUT OFF VALVE	
	BACKFLOW PREVENTER			PUBLIC RESTROOMS	
AMP 4: 18-8A	EXTERIOR LIGHTS			KITCHEN RENOVATION	
	RESEAL WINDOWS & EXT	138,607.00		BI-FOLD DOORS	
	CENTRAL A/C			CONVERT EFFICIENCIES	
	SHED			18-6 BACKFLOW	
				A/C, PUMPS, HOT WATER STORAGE	
			AMP 4: 18-8A	ROOF	
AMP 5: 18-10	ADDITIONAL PARKING			PUMPS	
	KITCHEN & BATH RENOV			BACKFLOW PREVENTER	
	18-7 RESEAL PAVED AREAS		AMP 5: 18-7	EXHAUST FANS	
	HOT WATER TANKS			APPLIANCES	
AMP 6: 18-9	FLOR TILE & BASE			18-10 ENLARGE LAUNDRY	
	BATHROOM RENOVATION			ROOF AT NORTH EXIT	
	ELEVATOR WORK			BI-FOLD DOORS	
	504 COMPLIANCE			ELEVATOR WORK	
AMP 7: 18-4	SITE WORK		AMP 6: 18-9	HOT WATER HEATER &	
	220 LINES			STORAGE	
	504 COMPLIANCE	345,000.00		PUMPS, BACKFLOW PREVENTER	
	DOMESTIC HOT WATER			CENTRAL A/C	
Total CFP Estimated Cost		\$ 483,607.00			\$ 398,607.00

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

Activities for Year: <u>2011</u> FFY Grant: <u>2011</u> PHA FY: <u>2012</u>			Activities for Year: <u>2012</u> FFY Grant: <u>2012</u> PHA FY: <u>2013</u>		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
AMP 8:	18-24 504 COMPLIANCE		AMP 7:	18-4 ROOF REPLACEMENT	
	18-11 BI-FOLD DOORS			WINDOWS	
	PLUMBING LINES			ELEVATOR WORK	
	18-20 504 COMPLIANCE, PAVING			SIDING REPLACEMENT	100,000.00
AMP 9:	18-12 KITCHEN RENOVATION		AMP 8:	18-11 ELEVATOR WORK	
	BATHROOM RENOVATION			HALLWAY FLOOR TILE	
	HALLWAY CARPET			18-24 WINDOWS,EXT DOORS	
	APPLIANCES			REPAVING, RETAINING WALL	
	WINDOWS			504 COMPLIANCE	100,000.00
				18-20 504 COMPLIANCE	50,000.00
	18-27 504 COMPLIANCE		AMP 9:	18-12 CANOPY	
AMP 10:	18-14 ADDITIONAL PARKING			ENTRY DOORS & LOCKS	
	ELEVATOR			INTERIOR DOORS	
	18-29 FLOOR TILE & BASE			EXTERIOR LIGHTS	
	BALCONY REPAIR	200,000.00		SHED	
				18-27 PLAYGROUND	
				SIDEWALKS, PAVING	
AMP 11:	18-28 WINDOWS, GLASS DOORS			504 COMPLIANCE	200,000.00
	18-15 REPAIR BALCONIES, SEAL	200,000.00			
	SMOKE DETECTORS		AMP 10:	18-14 CANOPY, SHED	
AMP 12:	18-13 HALLWAY CARPET			WINDOWS, A/C, PUMPS	
	ENTRY DOORS & LOCKS			18-29 AWNING	
	BALCONY REPAIR	200,000.00		ELEVATOR WORK	
			AMP 11:	18-15 SITE WORK	
AMP 13:	18-17 BATH & KITCHEN RENOVA			WATER HEATER & STORAGE	
	CLEAN EXTERIOR			CENTRAL A/C	
	EXTERIOR DOORS			18-28 KITCHEN RENOVATION	
	SLIDING GLASS DOORS	50,000.00		FLOOR TILE & BASE	
	WINDOWS	50,000.00		SEAL PARKING LOT	
	18-19 FLOOR TILE, BASE, SUBFL			ELEVATOR WORK	
	18-40 COMMUNITY RM & OFFICE			BOILER, DOMESTIC HOT WATER	
	PORCH RAILS & POSTS				
Total CFP Estimated Cost		\$ 700,000.00			\$ 450,000.00

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

PHA Name WESTMORELAND COUNTY HSG AUTH		<input checked="" type="checkbox"/> Original 5-Year <input type="checkbox"/> Revision No.			
Development Number/Name/HA- Wide	Year 1 2007	Work Statement for Year 2 FFY Grant: 2008 PHA FY: 2009	Work Statement for Year 3 FFY Grant: 2009 PHA FY: 2010	Work Statement for Year 4 FFY Grant: 2010 PHA FY: 2011	Work Statement for Year 5 FFY Grant: 2011 PHA FY: 2012
	Annual Statement				
AMP 1: 18-1 & 18-16					398,607.00
AMP 2: 18-2 & 18-8B					
AMP 3: 18-5 & 18-6		475,000.00			
AMP 4: 18-8A				138,607.00	
AMP 5: 18-7 & 18-10			480,000.00		
AMP 6: 18-9		475,000.00			
AMP 7: 18-4 & 18-18				345,000.00	
AMP 8: 18-11, 18-20 & 18-24					150,000.00
AMP 9: 18-12 & 18-27					200,000.00
AMP 10: 18-14 & 18-29				200,000.00	
AMP 11: 18-15 & 18-28		575,000.00	850,000.00	200,000.00	
AMP 12: 18-13				200,000.00	
AMP 13: 18-17, 18-19 & 18-40				100,000.00	
AMP 14: 18-23, 18-39 & 18-43					550,000.00
AMP 15: 18-25 & 18-26				110,000.00	
ADMINISTRATION		233,514.00	233,514.00	233,514.00	233,514.00
MANAGEMENT IMPROVEMENT		320,000.00	320,000.00	320,000.00	320,000.00
FEES & COSTS		100,000.00	100,000.00	100,000.00	100,000.00
OPERATIONS		135,635.00	330,635.00	367,028.00	367,028.00
RELOCATION COSTS		5,000.00	5,000.00	5,000.00	
CFP Funds Listed for 5-year planning		2,319,149.00	2,319,149.00	2,319,149.00	2,319,149.00
Replacement Housing Factor Funds					

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

PHA Name: WESTMORLEAND COUNTY HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: PA28P018501-07 Replacement Housing Factor Grant No:	Federal FY of Grant: 2007
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no.)
 Performance and Evaluation Report for Program Year Ending **03/31/2008**
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	463,829.80	463,829.80		
3	1408 Management Improvements	320,000.00	320,000.00		
4	1410 Administration	231,914.90	231,914.90		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	75,500.00	48,500.00	41,000.00	905.00
8	1440 Site Acquisition				
9	1450 Site Improvement	200,000.00	182,408.00		
10	1460 Dwelling Structures	1,017,904.30	1,062,496.30	44,592.00	44,592.00
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	5,000.00	5,000.00		
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	5,000.00	5,000.00	734.11	734.11
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 2,319,149.00	\$ 2,319,149.00	\$ 86,326.11	\$ 46,231.11
22	Amount of line 21 Related to LBP Activities	-	-	-	-
23	Amount of line 21 Related to Section 504 Compliance	-	-	-	-
24	Amount of line 21 Related to Security - Soft Costs	-	-	-	-
25	Amount of line 21 Related to Security - Hard Costs	-	-	-	-
26	Amount of line 21 Related to Energy Conversation Measures	-	-	-	-

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

PHA Name: WESTMORLEAND COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA28P018501-07 Replacement Housing Factor Grant: 0				Federal FY of Grant: 2007		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	OPERATIONS	1406.00		463,829.80	463,829.80			
	MANAGEMENT IMPROVEMENTS	1408.00		320,000.00	320,000.00			
	COMPUTER EQUIPMENT	1475.00		5,000.00	5,000.00			
AMP 1	ROOF REPLACEMENT	1460.00						
	A&E FEE	1430.00			6,250.00	6,250.00		
AMP 2								
AMP 3:								
EASTGATE	504 COMPLIANCE	1460.00		592,904.30	592,904.30			
MANOR	PARKING LOT & RETAINING WALL	1450.00		200,000.00	182,408.00			
	A&E FEE	1430.00		50,000.00	33,000.00	33,000.00	905.00	
AMP 4								

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

PHA Name: WESTMORLEAND COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA28P018501-07 Replacement Housing Factor Grant I 0				Federal FY of Grant: 2007		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP 5								
AMP 6								
18-9	ROOF	1460.00		125,000.00	125,000.00			
ARNOLD	A&E FEE	1430.00		7,500.00	7,500.00			
MANOR								
AMP 7								
AMP 8								
AMP 9								
PA 18-12								
IRWIN	ROOF & EXTERIOR RENOVATION	1460.00		300,000.00	300,000.00			
MANOR	A&E FEE	1430.00		18,000.00	1,750.00	1,750.00		

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

PHA Name: WESTMORLEAND COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA28P018501-07 Replacement Housing Factor Grant I 0				Federal FY of Grant: 2007		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP 10								
AMP 11								
AMP 12								

Part II: Supporting Pages

PHA Name: WESTMORLEAND COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA28P018501-07 Replacement Housing Factor Grant 0				Federal FY of Grant: 2007		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP 13								
AMP 14								
PA 18-43								
PENN MANOR	CEILING INSULATION		1460.00		44,592.00	44,592.00	44,592.00	
AMP 15								

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

PHA Name: WESTMORLEAND COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA28P018501-07 Replacement Housing Factor Grant: 0				Federal FY of Grant: 2007		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	ADMINISTRATION:							
	EXECUTIVE DIRECTOR	1410.00		6,026.37	6,026.37			
	DEPUTY DIRECTOR	1410.00		4,633.94	4,633.94			
	MANAGEMENT AIDE	1410.00		1,390.58	1,390.58			
	ACCOUNTANT	1410.00		12,004.05	12,004.05			
	PURCHASING AGENT	1410.00		2,144.18	2,144.18			
	REHAB ADMINISTRATOR	1410.00		50,850.00	50,850.00			
	COMPUTER OPERATOR	1410.00		1,880.19	1,880.19			
	DIRECTOR OF OPERATIONS	1410.00		19,385.72	19,385.72			
	CONSTRUCTION INSPECTOR	1410.00		50,850.00	50,850.00			
	EXECUTIVE SECRETARY	1410.00		1,683.14	1,683.14			
	FRINGE BENEFITS							
	F.I.C.A. = 7.065%	1410.00		16,236.05	16,236.05			
	PENSION = 14%	1410.00		17,848.69	17,848.69			
	HEALTH, LIFE, WORKERS							
	COMP INSURANCE = 14%	1410.00		24,893.09	24,893.09			
	SUNDRY	1410.00		22,088.90	22,088.90			
	RELOCATION COSTS	1495.10		5,000.00	5,000.00	734.11	734.11	

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

PHA Name: WESTMORLEAND COUNTY HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: PA28P018501-06 Replacement Housing Factor Grant No:	Federal FY of Grant: 2006
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no. **2**)
 Performance and Evaluation Report for Program Year Ending **03/31/2008**
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	453,626.00	453,636.00	453,626.00	
3	1408 Management Improvements	320,000.00	320,000.00	320,000.00	155,173.87
4	1410 Administration	226,812.91	219,400.37	219,400.37	28,513.90
5	1411 Audit				
6	1415 Liquidated Damages				115,199.46
7	1430 Fees and Costs	154,000.00	127,115.02	127,115.02	
8	1440 Site Acquisition				699,159.51
9	1450 Site Improvement	1,113,691.00	1,214,998.61	1,214,998.61	
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 2,268,129.91	\$ 2,335,150.00	\$ 2,335,140.00	\$ 998,046.74
22	Amount of line 21 Related to LBP Activities	-	-	-	-
23	Amount of line 21 Related to Section 504 Compliance	-	-	-	-
24	Amount of line 21 Related to Security - Soft Costs	-	-	-	-
25	Amount of line 21 Related to Security - Hard Costs	-	-	-	-
26	Amount of line 21 Related to Energy Conversation Measures	-	-	-	-

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

PHA Name: WESTMORLEAND COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA28P018501-06 Replacement Housing Factor Grant: 0				Federal FY of Grant: 2006		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	OPERATIONS	1406.00		453,626.00	453,626.00	453,626.00		
	MANAGEMENT IMPROVEMENTS	1408.00		320,000.00	320,000.00	320,000.00	155,173.87	
	COMPUTER EQUIPMENT	1475.00						
AMP 8								
18-24								
LOWER								
BURRELL	504 COMPLIANCE	1460.00		70,000.00				
TOWNHOUS	A&E FEE	1430.00		10,000.00	1,351.00	1,351.00	1,351.00	
18-11	504 COMPLIANCE	1460.00			1,985.00	1,985.00	1,985.00	
	504 COMPLIANCE- GC	1460.00			20,046.63	20,046.63	20,046.63	
AMP 9	CARPET REPLACEMENT	1460.00		310.00	1,550.00	1,550.00	1,550.00	
PA 18-12	FIRE ALARM SYSTEM	1460.00		57,317.00	18,210.00	18,210.00	18,210.00	
IRWIN	GC - UFAS COMPLIANCE	1460.00		132,683.00	417,000.00	417,000.00		
&	EC - UFAS COMPLIANCE	1460.00		133,658.50	57,000.00	57,000.00	11,430.00	
	PC/HC - UFAS COMPLIANCE	1460.00			8,961.43	8,961.43		
PA 18-27								
NEW	504 COMPLIANCE	1460.00		105,000.00				
STANTON	A&E FEE	1430.00		55,400.00	53,090.00	53,090.00	41,174.44	
	FIRE ALARM SYSTEM	1460.00						
AMP 12								
PA 18-13	ROOF INSPECTION	1460.00		310.00				
LATROBE	FIRE ALARM SYSTEM	1460.00		60,000.00				

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

PHA Name: WESTMORLEAND COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA28P018501-06 Replacement Housing Factor Grant I 0				Federal FY of Grant: 2006		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP 14								
PA 18-23								
JEANNETTE								
TOWNHOUS	504 COMPLIANCE	1460.00		70,000.00				
&								
18-43	504 COMPLIANCE	1460.00		105,000.00				
PENN	A&E FEE	1430.00		35,000.00				
AMP 6								
18-9	FIRE ALARM SYSTEM	1460.00						
ARNOLD	ROOF REPLACEMENT	1460.00		168,374.00	310.00	310.00	310.00	
	ROOF INSPECTION	1460.00		310.00				
	A&E FEE	1430.00		18,600.00	520.00	520.00	520.00	
AMP 11								
PA 18-15	ROOF INSPECTION	1460.00		410.00				
PARNASSUS	504 COMPLIANCE	1460.00		203,658.50				
18-28	ROOF INSPECTION	1460.00		310.00				
	A/E FEE	1430.00		35,000.00				
AMP 2								
18-2 & 8B	ROOF INSPECTIONS	1460.00		1,740.00				
AMP 3	A&E FEE	1430.00			12,881.32	12,881.32	12,881.32	
18-5 & 6	ROOF INSPECTIONS	1460.00		1,000.00				
18-6	FIRE ALARM SYSTEM	1460.00						

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

PHA Name: WESTMORLEAND COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA28P018501-06 Replacement Housing Factor Grant: 0				Federal FY of Grant: 2006		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP 4	A&E FEE	1430.00			2,929.00	2,929.00	2,929.00	
18-8A	ROOF INSPCTIONS	1460.00		500.00				
	FIRE ALARM SYSTEM	1460.00			18,560.00	18,560.00	18,560.00	
	504 COMPLIANCE - GC	1460.00			58,748.24	58,748.24	58,748.24	
AMP 5	18-7 A&E FEE	1430.00			1,752.62	1,752.62	1,752.62	
18-7 &18-10	ROOF INSPECTION	1460.00		1,110.00				
18-10	FIRE ALARM SYSTEM	1460.00						
18-10	504 COMPLIANCE - GC	1460.00			15,473.31	15,473.31	15,473.31	
	504 COMPLIANCE - EC	1460.00			10,000.00	10,000.00	10,000.00	
AMP 10								
18-14 & 29	ELECTRIC PANELS	1460.00		1,000.00	2,695.00	2,695.00	2,695.00	
18-14	504 - GC	1460.00			438,954.00	438,954.00	434,619.50	
	504 - EC	1460.00			84,250.00	84,250.00	68,593.58	
	504 - PC	1460.00			61,255.00	61,255.00	36,938.25	
	A&E FEE	1430.00			54,591.08	54,591.08	54,591.08	
AMP 14								
18-39	ROOF INSPECTION	1460.00		1,000.00				
AMP 7								
18-4	FIRE ALARM SYSTEM	1460.00						
	ADMINISTRATION							
	EXECUTIVE DIRECTOR	1410.00			6,026.37	6,026.37	6,026.37	
	DEPUTY DIRECTOR	1410.00			4,633.94	4,633.94	4,633.94	
	MANAGEMENT AIDE	1410.00			1,390.58	1,390.58	1,390.58	
	ACCOUNTANT	1410.00			12,004.05	12,004.05	12,004.05	
	PURCHASING AGENT	1410.00			2,144.18	2,144.18	2,144.18	
	REHAB ADMINISTRATOR	1410.00			47,224.00	50,850.00	50,850.00	1,030.92
	COMPUTER OPERATOR	1410.00			1,880.19	1,880.19	1,880.19	
	DIRECTOR OF OPERATIONS	1410.00			19,385.72	18,834.81	18,834.81	3,596.18

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

PHA Name: WESTMORELAND COUNTY HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: PA28P018501-05 Replacement Housing Factor Grant No:	Federal FY of Grant: 2005
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no. **1**)
 Performance and Evaluation Report for Program Year Ending **03/31/2008**
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	260,000.00	475,149.00	475,149.00	475,149.00
3	1408 Management Improvements	370,000.00	350,231.68	350,231.68	350,231.68
4	1410 Administration	237,574.00	235,644.65	235,644.65	235,644.65
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	154,000.00	120,579.74	120,579.74	120,579.74
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	50,000.00	-	-	-
10	1460 Dwelling Structures	1,249,171.00	1,187,530.48	1,187,530.48	1,187,530.48
11	1465.1 Dwelling Equipment - Nonexpendable	-	-	-	-
12	1470 Nondwelling Structures	-	-	-	-
13	1475 Nondwelling Equipment	50,000.00	-	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	5,000.00	6,609.45	6,609.45	6,609.45
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	-	-	-	-
20	1502 Contingency	-	-	-	-
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 2,375,745.00	\$ 2,375,745.00	\$ 2,375,745.00	\$ 2,375,745.00
22	Amount of line 21 Related to LBP Activities	-	-	-	-
23	Amount of line 21 Related to Section 504 Compliance	-	-	-	-
24	Amount of line 21 Related to Security - Soft Costs	-	-	-	-
25	Amount of line 21 Related to Security - Hard Costs	-	-	-	-
26	Amount of line 21 Related to Energy Conversation Measures	-	-	-	-

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

PHA Name: WESTMORELAND COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA28P018501-05 Replacement Housing Factor Grant I 0				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA 18-12								
IRWIN MANOR	504 COMPLIANCE	1460.00		175,000.00				
PA 18-14								
JEANNETTE MANOR	504 COMPLIANCE	1460.00		220,000.00				
	WINDOW REPLACEMENT	1460.00		224,171.00				
PA 18-4								
KEN MANOR	504 COMPLIANCE	1460.00		345,000.00				
PA 18-20								
VANDERGR TOWNHOUSES	504 COMPLIANCE	1460.00		35,000.00				
	ROOF & SIDING REPLACEMENT	1460.00			167,650.00	167,650.00	167,650.00	
PA 18-29								
TRAFFORD MANOR	BALCONY REPAIR	1460.00		250,000.00				
PHA WIDE	SITE IMPROVEMENTS	1450.00		50,000.00				
PHA WIDE	RELOCATION COSTS	1495.10		5,000.00	6,609.45	6,609.45	6,609.45	

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

PHA Name: WESTMORELAND COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA28P018501-05 Replacement Housing Factor Grant: 0				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA WIDE	MANAGEMENT IMPROVEMENT							
	EXTRA POLICE PATROLS	1408.00		70,000.00	62,996.39	62,996.39	62,996.39	
	DRUG ELIMINATION ACTIVITIES	1408.00		300,000.00	287,235.29	287,235.29	287,235.29	
	OPERATIONS	1406.00		260,000.00	475,149.00	475,149.00	475,149.00	
	COMPUTER EQUIPMENT	1475.00		50,000.00				
	ADMINISTRATION							
	SUNDRY: BID ADVERTISEMENT, ETC.	1410.00		35,000.00	13,766.28	13,766.28	13,766.28	
	ADMINISTRATION							
	EXECUTIVE DIRECTOR	1410.00		6,026.37	6,026.37	6,026.37	6,026.37	
	DEPUTY DIRECTOR	1410.00		4,633.94	2,704.59	2,704.59	2,704.59	
	MANAGEMENT AIDE	1410.00		1,390.58	1,390.58	1,390.58	1,390.58	
	ACCOUNTANT	1410.00		12,004.05	10,459.81	10,459.81	10,459.81	
	PURCHASING AGENT	1410.00		2,144.18	2,144.18	2,144.18	2,144.18	
	REHAB ADMINISTRATOR	1410.00		47,224.00	47,224.00	47,224.00	47,224.00	
	COMPUTER OPERATOR	1410.00		1,880.19	1,880.19	1,880.19	1,880.19	
	DIRECTOR OF OPERATIONS	1410.00		19,385.72	19,385.72	19,385.72	19,385.72	
	CONSTRUCTION INSPECTOR	1410.00		47,224.00	47,224.00	47,224.00	47,224.00	
	EXECUTIVE SECRETARY	1410.00		1,683.14	1,683.14	1,683.14	1,683.14	
	DIRECTOR OF ARCH	1410.00			22,777.96	22,777.96	22,777.96	

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

PHA Name: WESTMORELAND COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA28P018501-05 Replacement Housing Factor Grant: 0				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA WIDE	FRINGE BENEFITS							
	F.I.C.A. = 7.065%	1410.00		16,236.05	16,236.05	16,236.05	16,236.05	
	PENSION = 14%	1410.00		17,848.69	17,848.69	17,848.69	17,848.69	
	HEALTH, LIFE, WORKERS							
	COMP INSURANCE = 14%	1410.00		24,893.09	24,893.09	24,893.09	24,893.09	
PHA WIDE	ARCHITECT & ENGINEER FEES	1430.00		154,000.00	120,579.74	120,579.74	120,579.74	
PA18-13 LATROBE MANOR	UFAS COMPLIANCE & EFFECIENCY CONVERSION							
	GC	1460.00			6,621.63	6,621.63	6,621.63	
	EC	1460.00			35,067.00	35,067.00	35,067.00	
	ASBESTOS	1460.00			7,200.00	7,200.00	7,200.00	
	PC	1460.00			13,047.07	13,047.07	13,047.07	
	18-11 carpet	1460.00						
PA18-11 McMURTRY TOWERS	UFAS COMPLIANCE	1460.00			212,656.73	212,656.73	212,656.73	
	GC	1460.00			55,577.34	55,577.34	55,577.34	
	PC	1460.00			78,285.00	78,285.00	78,285.00	
	EC	1460.00			29,369.95	29,369.95	29,369.95	
	FIRE ALARM SYSTEM	1460.00						
PA18-8A WESTGATE MANOR	UFAS COMPLIANCE							
	GC	1460.00			126,862.82	126,862.82	126,862.82	
	PC	1460.00			56,760.00	56,760.00	56,760.00	
	EC	1460.00			60,850.00	60,850.00	60,850.00	

