

# FINAL AGENCY PLAN – October 15, 2007

OMB Approval No: 2577-0226  
(exp. 02/28/2006)

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

## PHA Plans

5 Year Plan for Fiscal Year 2005 – 2009  
Annual Plan for Fiscal Year 2008

### PA042

#### Housing Authority of the City of Pittston

500 Kennedy Boulevard

Pittston, Pennsylvania 18640

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Contact: Ms. Andrea Grigas, Interim Executive Director

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

HUD 50075

OMB Approval No: 2577-0226  
Expires: 03/31/2002

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**PHA Plan  
Agency Identification**

PHA Name: [Housing Authority of the City of Pittston](#)

PHA Number: [PA042](#)

PHA Fiscal Year Beginning: (mm/yyyy) 01/2008

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

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

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

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### 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)

### B. Goals

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

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

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

*Year Two: Capital Funds used to prepare 15 units for re-occupancy.*

*Year Three: Capital Funds used to prepare another 37 units for occupancy.*

*Year Four: Continue completing repair of vacancies.*

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

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

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

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

*Year 1 – Continuing security contract with City Police Department.*

*Year 2 – Continue security contract with City Police Department and install surveillance cameras.*

*Year 3 – Installed security cameras in Infantino Towers, Panama Street, and Riverside Manor.*

*Year 4 – Preparing to install security cameras in Apollo and Winter Street.*

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

PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below) [Promote Community Services of 8 hours per month as a requirement for continued occupancy for those persons not exempt by reason of age, disability, enrolled in an education or job training program or work.](#)

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- Other: (list below)

*Year Three: Physical assessment identified the need to make bathrooms in community facilities accessible.*

*Year Four: Funds have been programmed to make the bathrooms in community facilities fully accessible.*

**Other PHA Goals and Objectives: (list below)**

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

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**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

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**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

[The Housing Authority of the City of Pittston has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.](#)

*[Not a required item.](#)*

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## 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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### Table of Contents

	<u>Page #</u>
<b>Annual Plan</b>	
i. Executive Summary <i>(not required)</i>	
ii. Table of Contents	
<hr/>	
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4. Rent Determination Policies	26
5. Operations and Management Policies	31
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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:

- 1. Admissions Policy for Deconcentration
- 12. FY 2008 Capital Fund Program Annual Statement *(computer file – pa042e01)*
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

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Optional Attachments:

- PHA Management Organizational Chart
- 13. FY ~~2009-2012~~ Capital Fund Program 5 Year Action Plan ([computer file - pa042e01](#))
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text – *included in PHA Plan text*)
- Other (List below, providing each attachment name)
  1. [Admissions Policy for Deconcentration](#)
  2. [Deconcentration Analysis](#)
  3. [Voluntary Conversion](#)
  4. [Resident Advisory Board Members](#)
  5. [Resident Board Member](#)
  6. [Definition of Substantial Changes](#)
  7. [Revitalization of Riverview Manor](#)
  8. [Energy Savings Performance Contract](#)
  9. [2005 Performance and Evaluation Report \(computer file – pa042b01\)](#)
  10. [2006 Performance and Evaluation Report \(computer file – pa042c01\)](#)
  11. [2007 Performance and Evaluation Report \(computer file – pa042d01\)](#)
  12. [2008 Capital Fund Program Annual Statement \(computer file – pa042e01\)](#)
  13. [2009-2011 Capital Fund Program Five Year Action Plan \(computer file – pa042e01\)](#)

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**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.

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Applicable & On Display	Supporting Document	Applicable Plan Component
<u>X</u>	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
<u>X</u>	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement. <input checked="" type="checkbox"/> <a href="#">check here if included in the public housing A &amp; O Policy</a>	5 Year and Annual Plans

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Applicable & On Display	Supporting Document	Applicable Plan Component
<a href="#">X</a>	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
<a href="#">X</a>	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
<a href="#">X</a>	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
<a href="#">X</a>	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
<a href="#">X</a>	Public Housing Deconcentration and Income Mixing Documentation: <ol style="list-style-type: none"> <li>1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and</li> <li>2. Documentation of the required deconcentration and income mixing analysis</li> </ol>	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
<a href="#">X</a>	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
	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	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 HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: <a href="#">Attachment</a>

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Applicable & On Display	Supporting Document	Applicable Plan Component
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: <a href="#">Attachment</a>
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
<a href="#">X</a>	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
<a href="#">X</a>	<a href="#">Voluntary Conversion Assessment</a>	
	<a href="#">Pet Policy</a> – <input checked="" type="checkbox"/> included in the Admissions and Occupancy Policy	

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## 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	291	3	2	3	<u>1</u>	<u>1</u>	<u>1</u>
Income >30% but <=50% of AMI	117	2	<u>1</u>	3	<u>1</u>	<u>1</u>	<u>1</u>
Income >50% but <80% of AMI	58	1	1	2			
Elderly	155	3	3	3	<u>1</u>	<u>1</u>	<u>1</u>
Families with Disabilities	<u>117</u>	3	3	3	3	<u>1</u>	<u>1</u>
Black/Non-Hispanic	4						
Hispanic	4						
Race/Ethnicity							
Race/Ethnicity							

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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: 2000
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)  
PHA Waiting List

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### Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance *June 28, 2007*  
 Public Housing  
 Combined Section 8 and Public Housing  
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	<u># of families</u>	<u>% of total families</u>	<u>Annual Turnover</u>
<u>Waiting list total</u>	47		60
<u>Extremely low income &lt;=30% AMI</u>	25	53%	
<u>Very low income (&gt;30% but &lt;=50% AMI)</u>	16	34%	
<u>Low income (&gt;50% but &lt;80% AMI)</u>	6	13%	
<u>Families with children</u>	12	26%	
<u>Elderly families</u>	7	15%	
<u>Families with Disabilities</u>	10	21%	
<u>Single Persons</u>	13	28%	
<u>White/non Hispanic</u>	43	91%	
<u>White/Hispanic</u>	4	9%	
<u>African American/non Hispanic</u>	0	0%	
<u>Race/ethnicity</u>			

Characteristics by Bedroom Size (Public Housing Only)

<u>1BR</u>	30	64%	
<u>2 BR</u>	12	26%	
<u>3 BR</u>	4	9%	
<u>4 BR</u>	1	2%	
<u>5 BR</u>			
<u>5+ BR</u>			

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

If yes:

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

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

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

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**C. Strategy for Addressing Needs**

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

**(1) Strategies**

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

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

### Need: Specific Family Types: The Elderly

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

Select all that apply

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

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

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

Select all that apply

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

[Modify units and buildings to increase accessibility for persons with disabilities.](#)

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OMB Approval No: 2577-0226  
(exp. 02/28/2006)

## 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)

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### (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)

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## 2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
Sources	Planned \$	Planned Uses
<b>1. Federal Grants</b>		
a) Public Housing Operating Fund (2006)	\$719,267	
b) Public Housing Capital Fund (2006)	\$464,152	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance (2006)	\$635,239	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income (2006)</b>	\$541,210	
<b>4. Other income (list below)</b>		
<b>Excess Utilities (2006)</b>	\$11,952	
<b>Interest on Investments (2006)</b>	\$26,419	
<b>Other Income (2006)</b>	\$35,942	
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>		
	\$2,434,182	
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## **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

### **A. Public Housing**

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

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

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) [When families apply because of short 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) [Personal References](#)

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)  
*NCIC-authorized source is American Bankers.*

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

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

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

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

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

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

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

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

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

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

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

### **(3) Assignment**

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

- One
- Two
- Three or More

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

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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?

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## b. Transfer policies:

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

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

## c. Preferences

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

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

### Former Federal preferences:

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

### Other preferences: (select below)

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

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an

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absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Date and Time – to select within equally weighted applicants.

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Former Federal preferences:

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

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Other preferences (select all that apply)

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

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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**

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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)

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

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

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Other (list)

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

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

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

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

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

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

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

Other (list policies and developments targeted below)

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

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

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

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

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

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List (any applicable) developments below:

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

- Not applicable: results of analysis did not indicate a need for such efforts  
 List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug-related activity only to the extent required by law or regulation  
 Criminal and drug-related activity, more extensively than required by law or regulation  
 More general screening than criminal and drug-related activity (list factors below)  
 Other (list below)

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

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

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

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

- Criminal or drug-related activity  
 Other (describe below) [If application was under program previously.](#)

### (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

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- 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)

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### (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:

Where justified by voucher holder.

### (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?

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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**)

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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)

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Other preferences (select all that apply)

- Working families and those unable to work because of age or disability (*20+ hours*)
- 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)

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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.

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Former Federal preferences

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

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Other preferences (select all that apply)

- 5 Working families and those unable to work because of age or disability
- 2 Veterans and veterans' families
- 5 Applicants who live and/or work in your jurisdiction
- 2 Those enrolled currently in educational, training, or upward mobility programs on a full-time basis.
- 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)

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

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- 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

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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)

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## **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

### **A. Public Housing**

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

#### **(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

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- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:
  
- Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:
  
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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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)

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

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

- Market comparability study
- Fair market rents (FMR)
- 95<sup>th</sup> percentile rents
- 75 percent of operating costs

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- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The “rental value” of the unit
- Other (list below)

f. Rent re-determinations:

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

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

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

## (2) Flat Rents

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

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

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## **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.

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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)

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- 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)

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

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- Annually
- Other (list below)

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

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- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

## (2) Minimum Rent

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

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

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

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- (1) the family has lost eligibility for or is awaiting an eligibility determination for a Federal, State, or local assistance program;
- (2) the family would be evicted as a result of the imposition of the minimum rent requirement;
- (3) the income of the family has decreased because of changed circumstance, including loss of employment;
- (4) a death in the family has occurred; and
- (5) other circumstances determined appropriate and acceptable by the Housing Authority or the Department of Housing and Urban Development .

**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.

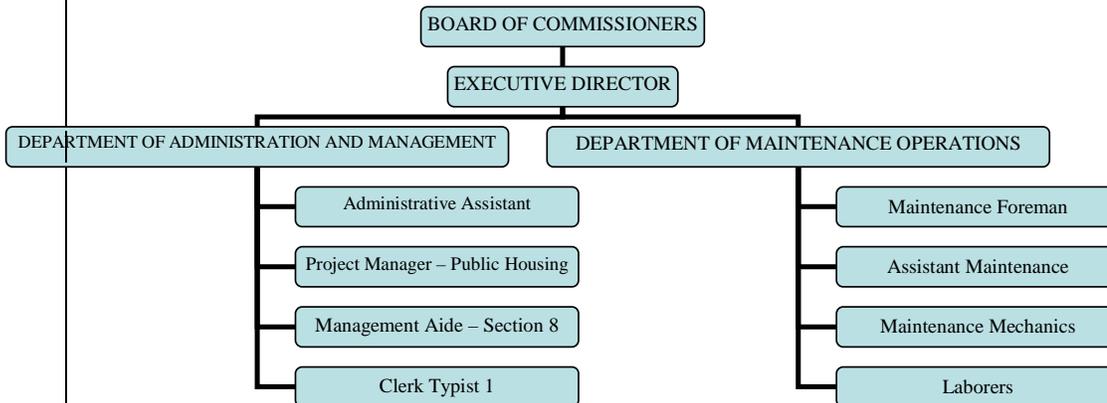
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An organization chart showing the PHA's management structure and organization follows.

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

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## 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 <u>June 2002</u>	Expected Turnover	
Public Housing	<u>241</u>	61	
Section 8 Vouchers	<u>147</u>	38	
Section 8 Mod Rehab			
Special Purpose Section 8 Certificates/Vouchers (list individually)			
Public Housing Drug Elimination Program (PHDEP)			
Other Federal Programs(list individually)			

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## 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)

- [Admission and Occupancy Policy](#)
- [Lease and Grievance](#)
- [Personnel](#)
- [Procurement](#)
- [Maintenance](#)

(2) Section 8 Management: (list below)

- [Administrative Plan](#)

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**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.

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**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?

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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)

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**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) 12

-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 -- Attachments)

-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)

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## 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)

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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:

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- 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:

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- 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:

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## Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>
1a. Development name:
1b. Development (project) number: <u>Riverview Manor, PA 42-3NE</u>
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>Planned Submission (03/01/2008)</u>
5. Number of units affected: <u>None Proposed sale of unused vacant parcel.</u>
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: <u>June 2008</u> b. Projected end date of activity: <u>December 2008</u>

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<b>Demolition/Disposition Activity Description</b>
1a. Development name:
1b. Development (project) number: Riverview Manor, PA 42-3NE
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>

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4. Date application approved, submitted, or planned for submission: Planned Submission <i>(11/01/2007)</i>
5. Number of units affected: 14 <i>Demolition as part of Revitalization of site.</i>
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: June 2008 b. Projected end date of activity: December 2008

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## **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.)

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2. Activity Description

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

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

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## 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.

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

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

#### 2. Activity Description

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

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

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submitted or approved:

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

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

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

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## 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.

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

2. Activity Description

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

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

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**B. Section 8 Tenant Based Assistance**

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

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## **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.

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### **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? 2/07/03

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

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

### **B. Services and programs offered to residents and participants**

#### **(1) General**

##### a. Self-Sufficiency Policies

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

(select all that apply)

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

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b. Economic and Social self-sufficiency programs

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

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

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

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2003 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	<u>0</u>	<u>0</u>
Section 8	<u>0</u>	<u>0</u>

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

**C. Welfare Benefit Reductions**

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

- Adopting appropriate changes to the PHA’s public housing rent determination policies and train staff to carry out those policies

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- 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**

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

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

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

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

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

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

## C. Coordination between PHA and the police

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

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

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

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

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

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*Not applicable as program terminated by Congress.*

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Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

Yes  No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?

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Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

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**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

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**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?

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- 2. What types of asset management activities will the PHA undertake? (select all that apply)

- Not applicable
- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)

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

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# FINAL AGENCY PLAN – October 15, 2007

OMB Approval No: 2577-0226  
(exp. 02/28/2006)

## 18. Other Information

[24 CFR Part 903.7 9 (r)]

### A. Resident Advisory Board Recommendations

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

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2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

Attached at Attachment (File name)

Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments  
List changes below:

Other: (list below)

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### 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.)

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

3. Description of Resident Election Process

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

Candidates were nominated by resident and assisted family organizations

Candidates could be nominated by any adult recipient of PHA assistance

Self-nomination: Candidates registered with the PHA and requested a place on ballot

Other: (describe)

b. Eligible candidates: (select one)

Any recipient of PHA assistance

Any head of household receiving PHA assistance

Any adult recipient of PHA assistance

Any adult member of a resident or assisted family organization

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# FINAL AGENCY PLAN – October 15, 2007

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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) City of Pittston

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)

Maintaining the quality of assisted housing through proper maintenance and rehabilitation.

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¶

Other: (list below)

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

## D. Other Information Required by HUD

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

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**Attachments**

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

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**ATTACHMENT 1 - ADMISSIONS POLICY FOR DECONCENTRATION**

DECONCENTRATION POLICY

WHEREAS, the section 16 of the U.S. Housing Act of 1937 (42 U.S.C. 1437n), as amended, requires Public Housing Authorities to provide for deconcentration of very low-income families and income mixing in its public housing developments;

WHEREAS, the Housing Authority of the City of Pittston has analyzed the tenant incomes of each of its developments, as well as the household incomes of census tracts in which these developments are located; **AND**

WHEREAS, the Housing Authority of the City of Pittston will, to the greatest extent feasible, provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments.

**NOW THEREFORE BE IT RESOLVED**, toward this end, the Housing Authority of the City of Pittston amends its Admission and Occupancy Policy for its public housing program to select applicants, to the greatest extent feasible, in the following manner:

The Housing Authority will skip families on the waiting list to reach the appropriate families with a lower or higher income in a uniform and non-discriminating manner.

The Housing Authority will affirmatively market its public housing to all eligible income groups.

Prior to the beginning of each fiscal year, the Housing Authority will analyze the income levels of families residing in each of its public housing developments, the income levels of census tracts in which these developments are located, and the income levels of the families on the waiting list.

Based on this analysis, the Housing Authority will determine the level of marketing strategies and deconcentration incentives to implement.

**NOW THEREFORE BE IT FURTHER RESOLVED**, The Housing Authority of the City of Pittston may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development;

**AND THAT**

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

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# FINAL AGENCY PLAN – October 15, 2007

OMB Approval No: 2577-0226  
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## ATTACHMENT 2 -- DECONCENTRATION ANALYSIS

- Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? *yes*
- Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? *no*
- If yes, the PHA completes the table shown below.

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<u>Deconcentration Policy for Covered Developments</u>			
<u>Development Name:</u>	<u>Number of Units</u>	<u>Explanation (if any) [See step 4 at 24 CFR 903.2(c)(1)(iv)]</u>	<u>Deconcentration policy (if no explanation) [see step 5 at 24CFR 903.2(c)(1)(v)]</u>
<i>All three family developments have average incomes within 15% of the overall average.</i>			

## ATTACHMENT 3 -- VOLUNTARY CONVERSION

- a. How many of the PHA’s developments are subject to the Required Initial Assessment? *3*
- b. How many of the PHA’s developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? *2*
- c. How many assessments were conducted for the PHA’s covered developments? *3*
- d. Identify developments that may be appropriate for conversion based on the Required Initial Assessment:

<u>Development Name</u>	<u>Number of Units</u>
<i>None</i>	

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## FINAL AGENCY PLAN – October 15, 2007

OMB Approval No: 2577-0226  
(exp. 02/28/2006)

- e. [If the PHA has not completed the Required Initial Assessments, describe the status of these assessments. \*Not applicable\*](#)

### **ATTACHMENT 4 -- RESIDENT ADVISORY BOARD**

[Ms. Darlene Hoover](#)  
[Ms. Sheila Kelly](#)  
[Mr. Joseph Tavaglione](#)  
[Ms. Evelyn Orlando](#)  
[Ms. Hilde MacDonald](#)

### **ATTACHMENT 5 -- RESIDENT BOARD MEMBER**

[Joseph Tavaglione was appointed to the Board by the Mayor.](#)  
[He is a resident of Infantino Towers.](#)  
[He was appointed for a five year term.](#)  
[The term expired on October 16, 2006](#) and has been extended for another five years through October 16, 2011.

### **ATTACHMENT 6 -- DEFINITION OF SUBSTANTIAL CHANGES**

[A significant change is defined as:](#)

1. [Changes to rent or admissions policies or organization of the waiting list except where the changes are to bring them into compliance with HUD requirements or expands options for residents.](#)
2. [Addition of non-emergency work items \(items not included in the current Annual Statement or Five-Year Action Plan\).](#)

[Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.](#)

### **ATTACHMENT 7 – REVITALIZATION OF RIVERVIEW MANOR**

The Authority plans to launch major improvements to the Riverview Manor public housing site. This will include the replacement of centralized heating systems with individual units funded through an energy financed initiative being submitted to HUD for approval. The Capital Fund budget for 2007 includes funding to build new rooms for new hot water heaters and buildings to hold them for each building. In 2008 funding is included for the demolition of 14 units for which HUD approval will be requested. The demolition of these units will decrease the density, greatly improve drainage, and improve landscaping and play space.

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# FINAL AGENCY PLAN – October 15, 2007

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2007-2010 funds have been budgeted to renovate units initially to prepare vacant units for occupancy by those being displaced from the 14 units proposed for demolition and then as part of the overall plan for the modernization of Riverview. The expectation is that the combined strategy will make Riverview Manor the site most desired by those seeking assisted housing rather than its current status as the one most often rejected.

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## ATTACHEMENT 8 – ENERGY SAVINGS PERFORMANCE CONTRACT

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The Authority selected Honeywell to complete an energy assessment of its public housing complexes and to determine what improvements can be financed with the energy savings over a 20 year period. The study has been completed and HUD will be requested to approve the improvements and the provision of operating subsidies to pay for the financing.

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## ATTACHMENT 9 -- 2005 CAPITAL FUND PROGRAM PERFORMANCE AND EVALUATION REPORT

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## ATTACHMENT 10 – 2006 CAPITAL FUND PROGRAM PERFORMANCE AND EVALUATION REPORT

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## ATTACHMENT 11 – 2007 CAPITAL FUND PROGRAM PERFORMANCE AND EVALUATION REPORT

## ATTACHMENT 12 – 2008 CAPITAL FUND PROGRAM ANNUAL BUDGET

## ATTACHMENT 13 – 2009-2012 CAPITAL FUND PROGRAM FIVE YEAR PLAN

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<b>3. Public Housing Dwelling Rental Income</b>		

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Total resources			

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Section 8 Certificates			

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

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

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

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**2005 CAPITAL FUND PROGRAM PERFORMANCE AND EVALUATION REPORT – June 29, 2007**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name:</b> Housing Authority of the City of Pittston		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P04250105 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2005
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 4) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/30/2007 <input checked="" type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	10,000	10,708.50	10,708.50	10,708.50
3	1408 Management Improvements	42,722	47,892	47,892	47,892
4	1410 Administration	30,000	3,713	3,713	3,713
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	25,579	25,862.50	25,862.50	25,862.50
8	1440 Site Acquisition				
9	1450 Site Improvement	166,385	0	0	0
10	1460 Dwelling Structures	199,902	372,592	372,592	372,592
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	21,070	34,890	34,890	6,031
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	495,658	495,658	495,658	495,658
	Amount of line XX Related to LBP Activities	0	0	0	0

**2005 CAPITAL FUND PROGRAM PERFORMANCE AND EVALUATION REPORT – June 29, 2007**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name:</b> <b>Housing Authority of the City of Pittston</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P04250105 Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b> <b>2005</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 4) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/30/2007 <input checked="" type="checkbox"/> Final Performance and Evaluation Report					
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>	
	Amount of line XX Related to Section 504 compliance	10,000	0	0	0
	Amount of line XX Related to Security –Soft Costs	39,122	44,292	44,292	44,292
	Amount of Line XX related to Security-- Hard Costs	11,070	34,890	34,890	34,890
	Amount of line XX Related to Energy Conservation Measures	50,000	50,000	76,034	76,034
	Collateralization Expenses or Debt Service	0	0	0	0

**2005 CAPITAL FUND PROGRAM PERFORMANCE AND EVALUATION REPORT – June 29, 2007**

Annual Statement/Performance and Evaluation Report										
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)										
Part II: Supporting Pages										
PHA Name: Housing Authority of the City of Pittston				Grant Type and Number Capital Fund Program Grant No: PA26P04250105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work		
				Original	Revised	Obligated	Expended			
	Operations	1406		10,000	10,708.50	10,708.50	10,708.50			
PHA-Wide	Security (1408) – supplemental police patrols	1408		39,122	44,292	44,292	44,292			
	Financial Consultant (1408) – advice on maintaining financial records	1408		3,600	3,600	3,600	3,600			
	Administration (1410)	1410		30,000	3,713	3,713	3,713			
	A & E Fees (1430)	1430		25,579	25,862.50	25,862.50	25,862.50			
	Computer Upgrades (1475)	1475	5	10,000	0	0	0			
	Accessibility Improvements (1460)	1460		10,000	0	0	0			
	Vacancies Due to Make-up and Lease-up (1460)	1460		152,973	145,533	145,533	145,533		Completed	
	<b>Sub-Total</b>			<b>281,274</b>	<b>233,709</b>	<b>233,709</b>	<b>233,709</b>			
Apollo	Mid-rise: Paint stairs and stair landings	1460	6000 sf	0	0				Handle in-house	
PA 42-2	Replace furnace room doors	1460	10	20,000	16,565	16,565	16,565		Complete	
	<b>Sub-Total</b>			<b>20,000</b>	<b>16,565</b>	<b>16,565</b>	<b>16,565</b>			
Infantino										
PA 42-3E	Bathroom Floors	1460	60	10,000	0				With other flooring in 2008	
	<b>Sub-Total</b>			<b>10,000</b>	<b>0</b>					

**2005 CAPITAL FUND PROGRAM PERFORMANCE AND EVALUATION REPORT – June 29, 2007**

<b>Annual Statement/Performance and Evaluation Report</b>								
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b>								
<b>Part II: Supporting Pages</b>								
PHA Name: Housing Authority of the City of Pittston			Grant Type and Number Capital Fund Program Grant No: PA26P04250105 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
Panama Street	Replace concrete stoops at front and back (80 CY)	1450	80 CY	0	0			Moved to 2007
PA 42-1	Replace concrete steps at Panama Street (8 - average 6 risers)	1450	8	12,000	0			Moved to 2008
	<b>Sub-Total</b>			<b>12,000</b>	<b>0</b>			
Riverview Manor	Replace concrete stoops and steps at front and sidewalk/erosion control as required	1450	90	25,000	0			Moved to 2007
PA 42-3NE	Replace all sidewalks (33,600 SF) and erosion control	1450	33,600 SF	0	0			Combined with above item
	Redesign dumpster areas (3)	1450	3	10,000	0			Moved to 2007
	Security cameras	1475	7	11,070	34,890	34,890	34,890	Complete
	Replace single roof	1460	520 sq. ft	51,314	134,460	134,460	134,460	Complete
	Storm Doors – front and back	1460	90	50,000	76,034	76,034	76,034	Complete
	<b>Sub-Total</b>			<b>122,384</b>	<b>245,384</b>	<b>245,384</b>	<b>245,384</b>	
Winter Street								
	Replace bathroom vanities	1460	50 units	25,000	0			Eliminated
PA 42-4	<b>Sub-Total</b>			<b>25,000</b>	<b>0</b>			

**2005 CAPITAL FUND PROGRAM PERFORMANCE AND EVALUATION REPORT – June 29, 2007**

<b>Annual Statement/Performance and Evaluation Report</b>								
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b>								
<b>Part III: Implementation Schedule</b>								
PHA Name: HOUSING AUTHORITY OF THE CITY OF PITSTON			Grant Type and Number Capital Fund Program No: PA26P04250105 Replacement Housing Factor No:				Federal FY of Grant: 2005	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
PHA WIDE	8/18/07	8/17/07	8/25/06	8/18/09	8/17/09	6/28/07	Revised to reflect ACC dates.	
PA 42-3E INFANTINO TOWERS	8/18/07	8/17/07	N/A	8/18/09	8/17/09	N/A		
PA 42-ENE RIVERVIEW MNR	8/18/07	8/17/07	9/11/06	8/18/09	8/17/09	5/08/07		
PA 42-4 WINTER STREET	8/18/07	8/17/07	N/A	8/18/09	8/17/09	N/A		
PA 42-2 APOLLO	8/18/07	8/17/07	8/25/06	8/18/09	8/17/09	9/11/06		

2006 Capital Fund Program Annual Statement - June 29, 2007

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Housing Authority of the City of Pittston		Capital Type and Number Capital Fund Program Grant No: PA26P04250106 Replacement Housing Factor Grant No:		Federal FY of Grant: 2006	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (Revision Number: 3)	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Program Year Ending <u>6/30/2007</u>				<input type="checkbox"/> Final Performance and Evaluation Report	
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds (Privately financed with future CFP for repayment)				
2	1406 Operations	\$60,000	\$73,319	\$60,000	\$60,000
3	1408 Management Improvements-Soft Costs	\$43,100	\$48,600	\$3,600	\$900
	Management Improvements-Hard Costs				
4	1410 Administration	\$30,000	\$30,000	\$7,392	\$7,392
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$25,419	\$25,419	\$5,000	\$5,000
8	1440 Site Acquisition				
9	1450 Site Improvements				
10	1460 Dwelling Structures	\$278,264	\$182,814	\$1,666	\$1,666
11	1465.1 Dwelling Equipment-Non-expendable				
12	1470 Non-dwelling Structure				
13	1475 Non-dwelling Equipment	\$10,000	\$100,000	\$8,530	\$8,530
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency	\$4,050	\$4,000	\$0	\$0
21	<b>Amount of Annual Grant (Sum of lines 2-20)</b>	<b>\$450,833</b>	<b>\$464,152</b>	<b>\$86,188</b>	<b>\$83,488</b>
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 Compliance	\$10,000	\$10,000	\$0	\$0
24	Amount of line 21 Related to Security -- Soft Costs	\$39,500	\$45,000	\$0	\$0
25	Amount of line 21 Related to Security -- Hard Costs	\$0	\$95,200	\$0	\$0
26	Amount of line 20 Related to Energy Conservation Measures	\$128,125	\$0	\$0	\$0

2006 Capital Fund Program Annual Statement - June 29, 2007

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Housing Authority of the City of Pittston			Capital Type and Number Capital Fund Program Grant No: PA26P04250106 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006		
Development No./Name HA-Wide	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
PHA-Wide	Operations	1406		\$60,000	\$73,319	\$60,000	\$60,000	
	Security - Supplemental police patrols	1408		\$39,500	\$45,000			In process
	Financial Consultant - Advice on maintaining financial records and Asset Management conversion.	1408		\$3,600	\$3,600	\$3,600	\$900	In process
	Administration	1410		\$30,000	\$30,000	\$7,392	\$7,392	
	A&E Fees	1430		\$25,419	\$25,419	\$5,000	\$5,000	
	Computer Upgrades - 1 server, 1 work station, software upgrades	1475		\$10,000	\$10,000	\$8,530	\$8,530	Completed
	Accessibility Improvements	1460	2 units	\$10,000	\$10,000			In planning
	Vacancies due to make-up and lease-up	1460	25	\$10,000	\$60,650			RFP for A&E
	Contingency	1502		\$4,050	\$4,000			
	<b>Sub-Total</b>			<b>\$192,569</b>	<b>\$261,988</b>	<b>\$84,522</b>	<b>\$81,822</b>	
PA 42-1 Panama Street	Provide dryer hook-ups	1460	42	\$12,600	\$12,600			RFP for A&E
	Replace furnaces	1460	50	\$60,000	\$0			Move to 2008
	Replace all bi-fold doors	1460	294	\$46,539	\$44,873			RFP for A&E
	<b>Sub-Total</b>			<b>\$119,139</b>	<b>\$57,473</b>			
PA 42-2 Apollo Apartments	Cottages: Replace furnaces	1460	5	\$32,000	\$0			Move to 2009
	Security Cameras	1475	16	\$0	\$45,000			New item Out for Bid
	<b>Sub-Total</b>			<b>\$32,000</b>	<b>\$45,000</b>			
PA 42-3NE Riverview Manor	Provide Dryer hook-ups and vents	1460	90	\$27,000	\$27,000			RFP for A&E
	Provide individual heating systems	1460	90	\$36,125	\$0			Move to 2009
	Replace Storm Doors	1460	Balance	\$0	\$1,666	\$1,666	\$1,666	From 2005 in completed
	<b>Sub-Total</b>			<b>\$63,125</b>	<b>\$28,666</b>	<b>\$1,666</b>	<b>\$1,666</b>	

2006 Capital Fund Program Annual Statement - June 29, 2007

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Housing Authority of the City of Pittston			Capital Type and Number Capital Fund Program Grant No: PA26P04250106 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006		
Development No./Name HA-Wide	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
42-3E Infantino Towers	Door cylinder replacement	1460	80	\$0	\$5,200			New item RFP for A&E
	<b>Sub-Total</b>			\$0	\$5,200			
PA 42-4 Winter Street	Replace washer shut-offs; add water shut-offs	1460	100	\$14,000	\$14,000			RFP for A&E
	Replace piping in kitchen area to copper piping	1460	3000LF	\$30,000	\$0			Move to 2009
	Door cylinder replacement	1460	105	\$0	\$6,825			New item RFP for A&E
	Security Cameras	1475	16	\$0	\$45,000			New item RFP for A&E
	<b>Sub-Total</b>			<b>\$44,000</b>	<b>\$65,825</b>			
	<b>TOTAL</b>			<b>\$450,833</b>	<b>\$464,152</b>	<b>\$86,188</b>	<b>\$83,488</b>	



2007 Capital Fund Program Annual Statement - June 30, 2007

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Housing Authority of the City of Pittston		Capital Type and Number Capital Fund Program Grant No: PA26P04250107 Replacement Housing Factor Grant No:		Federal FY of Grant: 2007	
( X ) Original Annual Statement		( ) Reserve for Disasters/Emergencies		( X ) Revised Annual Statement (Revision Number: )	
( X ) Performance and Evaluation Report for Program Year Ending 2008				( ) Final Performance and Evaluation Report	
Line No.	Summary by Development Account	Total Estimated Cost Original	Revised	Total Actual Cost Obligated	Expended
1	Total Non-CFP Funds (Privately financed with future CFP for repayment)				
2	1406 Operations	\$70,629	\$20,000	\$0	\$0
3	1408 Management Improvements-Soft Costs	\$48,600	\$48,600	\$0	\$0
	Management Improvements-Hard Costs				
4	1410 Administration	\$30,000	\$30,000	\$0	\$0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$25,419	\$25,419	\$0	\$0
8	1440 Site Acquisition				
9	1450 Site Improvements	\$33,500	\$3,780	\$0	\$0
10	1460 Dwelling Structures	\$226,935	\$308,500	\$0	\$0
11	1465.1 Dwelling Equipment-Non-expendable				
12	1470 Non-dwelling Structure	\$1,750	\$400	\$0	\$0
13	1475 Non-dwelling Equipment	\$10,000	\$10,000	\$0	\$0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency	\$4,000	\$18,521	\$0	\$0
21	<b>Amount of Annual Grant (Sum of lines 2-20)</b>	<b>\$450,833</b>	<b>\$465,220</b>	<b>\$0</b>	<b>\$0</b>
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 Compliance	\$10,000	\$0		
24	Amount of line 21 Related to Security -- Soft Costs	\$45,000	\$45,000		
25	Amount of line 21 Related to Security -- Hard Costs				
26	Amount of line 20 Related to Energy Conservation Measures	\$0	\$238,500		

2007 Capital Fund Program Annual Statement - June 30, 2007

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Housing Authority of the City of Pittston			Capital Type and Number Capital Fund Program Grant No: PA26P04250107 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007		
Development No./Name HA-Wide	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
PHA-Wide	Operations	1406		\$70,629	\$20,000			
	Security - supplemental police patrols	1408		\$45,000	\$45,000			
	Financial Consultant - advice on maintaining financial records and Asset Management conversion.	1408		\$3,600	\$3,600			
	Administration	1410		\$30,000	\$30,000			
	A&E Fees	1430		\$25,419	\$25,419			
	Computer Upgrades - 2 work stations, 1 printer	1475		\$10,000	\$10,000			
	Accessibility Improvements	1460	2 units	\$10,000	\$0			
	Vacancies due to make-up and lease-up	1460	25	\$10,000	\$0			
	Contingency	1502		\$4,000	\$18,521			
	<b>Sub-Total</b>			<b>\$208,648</b>	<b>\$152,540</b>			
PA 42-1 Panama Street	Replace exterior hose bibs	1450	50	\$17,500	\$0			to 2012
	Replace concrete stoops at front & back	1450	80 CY	\$16,000	\$0			to 2012
	Emergency Lighting community room	1470	2	\$400	\$400			Maintenance
	Refinish kitchen cabinets	1460	42-2000 SF	\$4,000	\$0			to 2012
	Replace range hoods	1460	42	\$8,400	\$0			to 2010
	Install exterior lighting on Howley Circle	1450	1	\$0	\$3,780			Emergency/A&E
	<b>Sub-Total</b>			<b>\$46,300</b>	<b>\$4,180</b>			
PA 42-2 Apollo Apartments	Mid-Rise: Replace garbage shoot doors	1460	3	\$3,000	\$0			to 2010
	Cottages: Replace shingle roofs	1460	1,400 SQ	\$176,535	\$0			to 2011 & 1012
	<b>Sub-Total</b>			<b>\$179,535</b>	<b>\$0</b>			

2007 Capital Fund Program Annual Statement - June 30, 2007

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Housing Authority of the City of Pittston			Capital Type and Number Capital Fund Program Grant No: PA26P04250107 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007		
Development No./Name HA-Wide	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
PA 42-3NE	Replace exhausts in community rooms	1470	2	\$600	\$0			Maintenance
Riverview Manor	Provide illuminated exit signs in community building	1470	3	\$750	\$0			Maintenance
	Water Heater/Boiler room & electric heaters	1460	15	\$0	\$238,500			A&E work
	Unit moderization	1460	35	\$0	\$70,000			A&E work
	<b>Sub-Total</b>			<b>\$1,350</b>	<b>\$308,500</b>			
PA 42-4 Winter Street	Replace bathroom exhaust and duct	1460	50	\$15,000	\$0			Maintenance
	<b>Sub-Total</b>			<b>\$15,000</b>	<b>\$0</b>			
	<b>TOTAL</b>			<b>\$450,833</b>	<b>\$465,220</b>			



2008 Capital Fund Program Annual Statement - August 23, 2007

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Housing Authority of the City of Pittston		Capital Type and Number Capital Fund Program Grant No: PA26P04250108 Replacement Housing Factor Grant No:		Federal FY of Grant: 2008	
<input checked="" type="checkbox"/> ( X ) Original Annual Statement		<input type="checkbox"/> ( ) Reserve for Disasters/Emergencies		<input type="checkbox"/> ( ) Revised Annual Statement (Revision Number: )	
<input type="checkbox"/> ( ) Performance and Evaluation Report for Program Year Ending 2008				<input type="checkbox"/> ( ) Final Performance and Evaluation Report	
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds (Privately financed with future CFP for repayment)				
2	1406 Operations	\$50,000		\$0	\$0
3	1408 Management Improvements-Soft Costs	\$48,600		\$0	\$0
	Management Improvements-Hard Costs				
4	1410 Administration	\$30,000		\$0	\$0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$25,419		\$0	\$0
8	1440 Site Acquisition				
9	1450 Site Improvements	\$36,648		\$0	\$0
10	1460 Dwelling Structures	\$25,000		\$0	\$0
11	1465.1 Dwelling Equipment-Non-expendable				
12	1470 Non-dwelling Structure			\$0	\$0
13	1475 Non-dwelling Equipment	\$10,000		\$0	\$0
14	1485 Demolition	\$220,500			
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency	\$4,666		\$0	\$0
21	<b>Amount of Annual Grant (Sum of lines 2-20)</b>	<b>\$450,833</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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	\$45,000			
25	Amount of line 21 Related to Security -- Hard Costs				
26	Amount of line 20 Related to Energy Conservation Measures				

2008 Capital Fund Program Annual Statement - August 23, 2007

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Housing Authority of the City of Pittston			Capital Type and Number Capital Fund Program Grant No: PA26P04250108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008		
Development No./Name HA-Wide	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
PHA-Wide	Operations	1406		\$50,000				
	Security - supplemental police patrols	1408		\$45,000				
	Financial Consultant - advice on maintaining financial records and Asset Management conversion.	1408		\$3,600				
	Administration	1410		\$30,000				
	A&E Fees	1430		\$25,419				
	Computer Upgrades - 2 work stations, 1 printer	1475		\$10,000				
	Contingency	1502		\$4,666				
	<b>Sub-Total</b>			<b>\$168,685</b>	<b>\$0</b>			
PA 42-1 Panama Street				\$0				
	<b>Sub-Total</b>			<b>\$0</b>	<b>\$0</b>			
PA 42-2 Apollo Apartments				\$0				
	<b>Sub-Total</b>			<b>\$0</b>	<b>\$0</b>			
42-3E Infantino Towers				\$0				
	<b>Sub-Total</b>			<b>\$0</b>	<b>\$0</b>			

2008 Capital Fund Program Annual Statement - August 23, 2007

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: Housing Authority of the City of Pittston				Capital Type and Number Capital Fund Program Grant No: PA26P04250108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008		
Development No./Name HA-Wide	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
PA 42-3NE	Demolish 14 units and landscape	1485	14	\$220,500					
Riverview Manor	Unit renovations as part of major modernization	1460	12	\$25,000					
	Courtyard cleanout flush in concrete vents with hoods	1450	8	\$8,000					
	Reset existing courtyard catchbasins to drain	1450	8	\$8,000					
	Seeding and mulching court yards	1450	3560 SF	\$6,408					
	Regrade site court yards to drain	1450	3560 SF	\$14,240					
	<b>Sub-Total</b>			<b>\$282,148</b>	<b>\$0</b>				
PA 42-4 Winter Street				\$0					
	<b>Sub-Total</b>			<b>\$0</b>	<b>\$0</b>				
	<b>TOTAL</b>			<b>\$450,833</b>	<b>\$0</b>				



FIVE-YEAR PLAN 2009-2012 CFP - August 23, 2007

<b>Capital Fund Program Five-Year Action Plan</b>					
<b>Part I: Summary</b>					
PHA Name Housing Authority of the City of Pittston			(X) Original 5-Year Plan ( ) Revision No:		
Development Number/Name/ HA-Wide	Year 1 2008	Work Statement for Year 2 FFY Grant: 2009 PHA FY: 2009	Work Statement for Year 3 FFY Grant:2010 PHA FY: 2010	Work Statement for Year 4 FFY Grant: 2011 PHA FY: 2011	Work Statement for Year 5 FFY Grant: 2012 PHA FY: 2012
PA 42-1 Panama Street		13,000	45,900	131,860	0
PA 42-2 Apollo Apartments		58,050	5,275	89,868	88,268
PA 42-3E Infantino Towers		27,200	41,000	0	55,000
PA 42-3NE Riverview Manor		94,396	138,500	0	37,000
PA 42-4 Winter Street		43,100	0	21,000	57,000
Physical Improvements		235,746	230,675	242,728	237,268
Operations		90,000	90,000	90,000	90,000
Management Improvements		48,600	48,600	48,600	48,600
Administration		30,000	30,000	30,000	30,000
Fees and Costs		25,419	25,419	25,419	25,419
Computer Upgrades		10,000	10,000	10,000	10,000
Accessibility Improvements		0	0	0	0
Contingency		\$11,068	\$16,139	4,086	\$9,546
Total CFP Funds (Est.)		450,833	450,833	450,833	450,833
Total Replacement Housing Factor Funds					

FIVE-YEAR PLAN 2009-2012 CFP - August 23, 2007

<b>Capital Fund Program Five-Year Action Plan</b>						
<b>Part II: Supporting Pages - Work Activities</b>						
Activities for Year 1 2008	Activities for Year: 2 FFY Grant: 2009 PHA FY: 2009			Activities for Year: 3 FFY Grant: 2010 PHA FY: 2010		
Annual Statement	PA 42-1 Panama Street	Community Room ADA Toilet Room (1)	13,000	PA 42-1 Panama Street	New Laundry Dryer Exhaust & plumbing for water (50)	22,500
					Laundry Area Shut-off (50)	5,000
					Cut existing Shelving to Install Laundry area/paint (50)	10,000
					Replace Range Hoods (50)	8,400
		<b>Sub-Total</b>	<b>13,000</b>		<b>Sub-Total</b>	<b>45,900</b>
	PA 42-2 Apollo	Replace Tub & Shower Faucet (non-scalding) (52)	26,000	PA 42-2 Apollo Apartments	Mid-Rise: Replace Garbage Shoot Doors (3)	3,000
		Mid-Rise: Trash Compactor (1)	25,000		Mid-Rise: Replace overhead door & frame at loading dock (1)	2,275
		Mid-Rise: Replace exterior metal doors & hardware (4)	7,050		<b>Sub-Total</b>	<b>5,275</b>
		<b>Sub-Total</b>	<b>58,050</b>			
	PA 42-3E Infantino Towers	Renovate Common Toilet Room	24,000	PA 42-3E Infantino Towers	Install Exhaust Fans in Bathrooms (60)	30,000
		Common Toilet Room Flooring	3,200		Laundry Room-Upgrade Dryer Exhausts (1)	5,000
					Add Exhaust Comm. Room & Board (2)	6,000
		<b>Sub-Total</b>	<b>27,200</b>		<b>Sub-Total</b>	<b>41,000</b>



FIVE-YEAR PLAN 2009-2012 CFP - August 23, 2007

<b>Capital Fund Program Five-Year Action Plan</b>						
<b>Part II: Supporting Pages - Work Activities</b>						
Activities for Year 1 2008	Activities for Year: 4 FFY Grant: 2011 PHA FY: 2011			Activities for Year: 5 FFY Grant: 2012 PHA FY: 2012		
	PA 42-2 Apollo Apartments	Mid-Rise and 1 Bdr. Replace Gas stoves (52) 1 Bdr. Replace bi-fold doors (60) 1 Bdr: Replace roofs (400 SQ) Finish 2012	26,000 15,600 48,268	PA 42-1 Panama Street		0
		<b>Sub-Total</b>	<b>89,868</b>		<b>Sub-Total</b>	<b>0</b>
	PA 42-3-E Infantino Towers		0	PA 42-2 Apollo Apartments	1 Bdr: Replace Roofs (100 SQ) Continue from 2011	88,268
		<b>Sub-Total</b>	<b>0</b>		<b>Sub-Total</b>	<b>88,268</b>
PA 42-1 Panama Street	Repair Site Concrete Steps (2) Repair Steps & Walk to Unit from Porch (1) Replace Concrete Stoops at Front and Back (80 Cubic Y) New Concrete Curb at Maintenance Garage (120 LF) Replace Storm Doors (92) Replace Hot Air Register for Supply & Return (450) Refinish Kitchen Cabinets (42 - 2000 SF) Replace Exterior Hose Bibs (50)	1,000 1,800 16,000 1,560 45,000 45,000 4,000 17,500	PA 42-3E Infantino Towers	Replace Trash Compactor (1) Replace Electric Stoves (60)	25,000 30,000	
	<b>Sub-Total</b>	<b>131,860</b>		<b>Sub-Total</b>	<b>55,000</b>	

