



6.0	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p><b>Financial Resources</b> – See attachment ny064a01.</p> <p><b>Rent Determination</b> – A household member must promptly report an increase of \$200 or more in monthly income when it occurs between Annual Rent Recertifications.. No cash, only check or money order will be accepted for rent. Rent is still due on the first of the month. If the rent is not paid by the 15<sup>th</sup> of the month, on the 16<sup>th</sup> of the month, there will be a \$15 late fee, which will increase \$1 per day for each day it is late. The late fee will not exceed \$30. The bounced check fee will be \$35. Monthly washing machine fee will be \$15.</p> <p><b>Community Service and Self-Sufficiency</b> – Revisions include coordinating with Literacy Volunteers and providing space for an onsite tutoring program. There is still continued coordinated efforts between the PHA and TANF including client referrals, information sharing regarding mutual clients for rent determination; Workforce Development and the Summer Youth Workforce Program. Community service requirements are listed in the A and O policy. When a resident gets off welfare and gets a job, the resident gets an income disallowance for two years.</p> <p><b>Fiscal Year Audit</b> – The results of the most recent fiscal year audit is mailed separately as a hard copy.</p> <p><b>Civil Rights Certification</b> – The Civil Rights Certification has been sent as a hard copy separately to the New York City HUD office.</p> <p><b>Asset Management</b> – The PHA will be improving roofs, windows and refrigerators this year and long term will make improvements in heating system, plumbing improvements, energy efficient lighting, kitchen counters, kitchen cabinets and closets.</p> <p><b>Violence Against Women Act (VAWA)</b></p> <ol style="list-style-type: none"> <li>(1) Police agencies and Family Violence Response Team (FVRT), a county agency, were notified of alleged sexual child abuse.</li> <li>(2) School and Sullivan County Social Workers provided services to affected Housing Authority families.</li> <li>(3) The above provided educational services to Housing Authority families.</li> </ol> <p>(b) The 5-year and Annual Plan and Supporting Documents may be obtained at the Main administrative office of the PHA. The resident Advisory board is also provided with a copy of its 5-Year and Annual Plan</p>
7.0	<p><b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> <i>Include statements related to these programs as applicable.</i></p> <p><b>Conversion of Public Housing</b> – A management firm will be taking over the management and maintenance of the WHA. It will explore the idea of redevelopment and seeking approval of voluntary conversion. Where we have enough information, we will take further action on redevelopment a voluntary conversion.</p>
8.0	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.</p>
8.1	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing. CFP FFY2007 (See attachment ny064b01); CFP FFY2008 (See attachment ny064c01); Capital Fund Recovery Grant (See attachment ny064d01)</p>
8.2	<p><b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. See attachment ny064e01. Annual Statement/Performance and Evaluation Report for CFP2009 (See Attachment ny064f01)</p>
8.3	<p><b>Capital Fund Financing Program (CFFP).</b></p> <p><input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p><b>Housing Needs.</b> Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. See attachment ny064g01.</p>
9.1	<p><b>Strategy for Addressing Housing Needs.</b> 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. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b> See attachment ny064h01.</p> <p>A strategy for addressing to shortage of affordable housing for all eligible populations include:</p> <ol style="list-style-type: none"> <li>(1) Maximize the number of affordable units available to the PHA within its current resources by continuing to employ effective maintenance and management policies to minimize the number of public housing units off-line.</li> </ol> <p>A strategy to target available assistance to families at or below 50% of AMI include:</p> <ol style="list-style-type: none"> <li>(2) Employ admissions preferences aimed at families who are working.</li> </ol> <p>These two strategies are selected due to 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 and results of consultation with residents and the Resident Advisory Board.</p>

10.0	<p><b>Additional Information.</b> Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year Plan. We continue to provide integrated low income housing for the local community, with notification of program and job availability for all tenants. Please refer to section 5.2 of this PHA plan for progress on goals and objectives.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification” The significant amendment and substantial deviation/modification for the Woodridge Housing Authority includes the following items:</p> <ol style="list-style-type: none"> <li>1. In receipt of a new grant with more than 120% of last year’s grant.</li> <li>2. Change of at least 20% more or less in operating subsidy.</li> <li>3. Major shift in tenant policy.</li> </ol>
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11.0	<p><b>Required Submission for HUD Field Office Review.</b> In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. <b>Note:</b> Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. See Attachment ny064i01.</p> <p>(g) Challenged Elements – There are no challenged elements.</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

## Instructions form HUD-50075

**Applicability.** This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

### 1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

### 2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

### 3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

### 4.0 PHA Consortia

Check box if submitting a Joint PHA Plan and complete the table.

### 5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

**5.1 Mission.** A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

**5.2 Goals and Objectives.** Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

**6.0 PHA Plan Update.** In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

#### PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

**7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers**

- (a) **Hope VI or Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm)  
**Note:** This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

**8.0 Capital Improvements.** This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

**8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report.** PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;
2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
3. Upon completion or termination of the activities funded in a specific capital fund program year.

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

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

**8.3 Capital Fund Financing Program (CFFP).** Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

**9.0 Housing Needs.** Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

**9.1 Strategy for Addressing Housing Needs.** Provide a 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. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

**10.0 Additional Information.** Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

**11.0 Required Submission for HUD Field Office Review.** In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2008 grants)</b>		
a) Public Housing Operating Fund	\$191,604	
b) Public Housing Capital Fund	\$ 64,667	
c) Capital Fund Recovery Grants (CFRG)	\$ 81,855	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
2008 CFP (as of 5/31/09)	\$ 19,512	Public Housing Capital improvements
<b>3. Public Housing Dwelling Rental Income</b>	\$158,659	
<b>4. Other income (list below)</b>		
Interest	\$ 242	
<b>Other Income</b>	\$ 1,455	
Excess Utilities	\$ 1,280	
<b>Total resources</b>	\$519,274	

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

Part I: Summary						
PHA Name: Woodridge Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY36P06450107 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2007 FFY of Grant Approval: 2007	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2009 <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>					
3	1408 Management Improvements					
4	1410 Administration (may not exceed 10% of line 21)	\$3,500.00	\$3,500.00	\$3,500.00	\$ 3,500.00	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	\$1,750.00	\$1,750.00	\$1,750.00	\$ 1,750.00	
8	1440 Site Acquisition					
9	1450 Site Improvement	\$18,139.00	\$58,107.00	\$58,107.00	\$27,093.00	
10	1460 Dwelling Structures	\$40,718.00	\$ 750.00	\$ 750.00	\$ 750.00	
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment					
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities <sup>4</sup>					

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

Part I: Summary					
PHA Name: Woodridge Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY36P06450107 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2007 FFY of Grant Approval: 2007	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2009 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 - 19)	\$64,107.00	\$64,107.00	\$64,107.00	\$33,093.00
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director <i>Gene Bender</i>		Date <i>06/17/2009</i>		Signature of Public Housing Director	
				Date	

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFFP Grants for operations.  
<sup>4</sup> RIFP funds shall be included here.









Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

Part I: Summary						
PHA Name: Woodridge Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY36P06450108 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2008 FFY of Grant Approval: 2008	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2009 <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$40,000.00	\$56,667.00	\$40,000.00	\$40,000.00	
3	1408 Management Improvements					
4	1410 Administration (may not exceed 10% of line 21)					
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	0	\$ 1,000.00	\$ 1,000.00	0	
8	1440 Site Acquisition					
9	1450 Site Improvement	0	\$ 5,000.00	\$ 4,155.11	0	
10	1460 Dwelling Structures	\$24,667.00	\$ 2,000.00	0	0	
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment					
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities <sup>4</sup>					

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>						
PHA Name: Woodridge Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY36P06450108 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2008 FFY of Grant Approval: 2008	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:                      ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2009 <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
18a	1501 Collateralization or Debt Service paid by the PHA					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant: (sum of lines 2 - 19)	\$64,667.00	\$64,667.00	\$45,155.11	\$40,000.00	
21	Amount of line 20 Related to LEP Activities					
22	Amount of line 20 Related to Section 304 Activities					
23	Amount of line 20 Related to Security - Soft Costs					
24	Amount of line 20 Related to Security - Hard Costs					
25	Amount of line 20 Related to Energy Conservation Measures					
Signature of Executive Director		Date		Signature of Public Housing Director		
<i>Henry Bunder</i>		6/17/2009				

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.







Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

Part I: Summary						
PHA Name: Woodridge Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY36806450109 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2009 FFY of Grant Approval: 2009	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2009 <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) <sup>4</sup>					
3	1408 Management Improvements					
4	1410 Administration (may not exceed 10% of line 21)	1,000.00	1,000.00	0	0	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	5,855.00	5,855.00	0	0	
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures	59,000.00	59,000.00	0	0	
11	1465.1 Dwelling Equipment—Nonexpendable	16,000.00	16,000.00	0	0	
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment					
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities <sup>4</sup>					

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
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U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>					
PHA Name: <b>Woodridge Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: NY36806450109 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2009 FFY of Grant Approval: 2009	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2009 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 - 19)	81,855.00	81,855.00	0	0
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures	56,850.00	56,850.00	0	0
Signature of Executive Director <i>Ken Bunker</i>		Date 6/17/09		Signature of Public Housing Director Date	

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.





Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: Woodridge Housing Authority				Federal FFY of Grant: 2009	
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
HA Wide	03/17/2010		03/17/2012		
NY064-A-1	03/17/2010		03/17/2012		
NY064-B-2	03/17/2010		03/17/2012		

<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.



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

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 Expires 4/30/2011

<b>Part I: Summary</b>						
PHA Name/Number		Locality (City/County & State)			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name NY064 Woodridge Housing Authprity	Work Statement for Year 1 FFY 2009	Work Statement for Year 2 FFY 2010	Work Statement for Year 3 FFY 2011	Work Statement for Year 4 FFY 2012	Work Statement for Year 5 FFY 2013
B.	Physical Improvements Subtotal	Annual Statement	\$52,000	\$54,531	\$51,563	\$40,000
C.	Management Improvements					
D.	PHA-Wide Non-dwelling Structures and Equipment		\$ 2,900			\$13,800
E.	Administration					
F.	Other					
G.	Operations		\$ 9,767	\$10,136	\$13,650	\$10,867
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds					
L.	Total Non-CFP Funds					
M.	Grand Total	\$64,667	\$64,667	\$64,667	\$64,667	\$64,667











Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>	
PHA Name: Woodridge Housing Authority	Grant Type and Number Capital Fund Program Grant No: NY36P06450109 Replacement Housing Factor Grant No: Date of CFFP:
	FFY of Grant: 2009 FFY of Grant Approval:

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

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$40,000	0	0	0
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$10,000	0	0	0
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$10,000	0	0	0
11	1465.1 Dwelling Equipment—Nonexpendable	\$ 4,667	0	0	0
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

**Part I: Summary**

PHA Name: Woodridge Housing Authority	Grant Type and Number Capital Fund Program Grant No: NY36P06450109 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant:2009 FFY of Grant Approval:
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Type of Grant

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

Performance and Evaluation Report for Period Ending:       Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$64,667	0	0	0
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures	\$14,667	0	0	0

Signature of Executive Director <i>Chen Bender</i>	Date 06/19/2009	Signature of Public Housing Director	Date
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<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFF Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Part II: Supporting Pages								
PHA Name: Woodridge Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY36P06450109 CFFP (Yes/ No): No Replacement Housing Factor Grant No:			Federal FFY of Grant: 2009			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
HA Wide	Operations	1406	NA	\$40,000	0	0	0	
HA Wide	A/E Fees & Physical Needs Assessment	1430	NA	\$10,000	0	0	0	
NY064-1-Site B	Replace leaky windows	1460	25	\$10,000	0	0	0	
HA Wide	Replace stoves and refrigerators with energy efficient stoves and refrigerators	1465.1	10	\$ 4,667	0	0	0	

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>2</sup> To be completed for the Performance and Evaluation Report.







**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.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	1,914	4	5	5	2	3	1
Income >30% but <=50% of AMI	1,714	3	4	5	2	3	1
Income >50% but <80% of AMI	1,927	3	4	5	2	3	1
Elderly	1,756	4	3	2	4	4	1
Families with Disabilities	2,178	3	5	2	5	4	1
White	6,265	3	3	3	2	3	1
Black	1,078	3	3	3	2	3	1
Hispanic	1,153	3	3	3	2	3	1
Native American	44	3	3	3	2	3	1
Asian	87	3	3	3	2	3	1
Pacific Islander	0	0	0	0	0	0	0

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.)

- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset 2000 census

<b>Housing Needs of Families on the Waiting List</b>			
Public Housing			
	# of families	% of total families	Annual Turnover
Waiting list total	31		5
Extremely low income <=30% AMI	20	65	
Very low income (>30% but <=50% AMI)	8	26	
Low income (>50% but <80% AMI)	3	9	
Families with children	23	74	
Elderly families	2	6	
Families with Disabilities	3	9	
White	12	39	
Black	6	19	
Hispanic	11	35	
Native American/ Alaska Native	0	0	
Asian	0	0	
Pacific Islander	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	8	26	
2 BR	16	52	
3 BR	6	19	
4 BR	1	3	
5 BR	0	0	
5+ BR	0	0	
Waiting list is not closed.			

Attachment ny064h01

**RESIDENT ADVISORY BOARD COMMENTS**  
**CELESTINE GILLIARD, RESIDENT**  
**June 23, 2009**

She reviewed the Annual and Five Year Plan.

She agreed with it and had no suggestions for change other than two suggestions for capital improvement ideas.

1. Have living room and dining room divided and have wall taken away between kitchen and dining room.
2. Get stronger lighting in dining room.

**Analysis of recommendations and decisions made on recommendations by**  
**Woodridge Housing Authority Board of Directors**  
**June 24, 2009**

1. The recommendation of living room and dining room divided and have wall Taken away between kitchen and dining room will be analyzed as part of a physical needs assessment that will be done in the near future. Then a recommendation for further action will be considered.
2. The recommendation for stronger lighting in the dining room will be analyzed as part of a physical needs assessment that will be done in the near future. Then a recommendation for further action will be considered.

Both of these recommendations were considered, but the Board of Directors determined that no changes to the PHA Plan were necessary.

**PHA Plan Elements for Woodridge Housing Authority**

1. **Eligibility, Selection and Admissions Policies, including Wait List Procedures** – This is all included in the Public Housing Admissions and Continued Occupancy Policy (A&O) which includes the Tenant Selection and Assignment Plan (TSAP).  
When families near the top of the waiting list and we receive notification of intent to vacate, we call in the next person on the waiting list and we begin the verification process. Nonincome screening factors to establish eligibility for admission to public housing is criminal or drug-related activity, rental history and housekeeping. The PHA requests criminal records from local law enforcement agencies for screening purposes. The PHA plan uses a community-wide list to organize its public housing waiting list. Interested persons apply for admission to public housing at the PHA main administrative office by calling or coming in person. Since the PHA has only one development, it will not operate a site-based waiting list. Applicants are given one vacant unit choice before they are removed from the waiting list for all waiting list types. The PHA plan targets at least 40% of all new admissions to public housing to families at or below 30% of median area income. Transfers take precedence over new admissions in emergencies, when there is over-hosing, under-housing, medical justification and to permit modernization work. Preferences for admission include:
  - a. Residents who live and/or work in Woodridge or Mountindale
  - b. Involuntary Displacement due to natural disaster or fire
  - c. Working families and those unable to work because of age or disability
  - d. Households with strong employment history but are temporarily unemployed
  - e. Veterans

Residents can obtain information about the rules of occupancy of public housing in the PHA-resident lease and in the PHA's Admissions and Continued Occupancy Policy.

The Housing Authority is exempt from implementing a Deconcentration Policy because we have one project with less than 100 units.

2. **Financial Resources** – This includes FY 2008 Capital Fund Program and the FY 2009 Capital Fund Recovery Grants (CFRG).  
It also includes the most recent board-approved operating budget for the public housing program.
3. **Rent Determination** – The Public Housing rent determination policies, including the methodology for setting public housing flat rents and the schedule of flat rents offered, are included in the public housing A & O Policy.  
The following discretionary minimum rent hardship exemption policies are listed below:  
The Woodridge Housing Authority has set the minimum rent at \$50. If the family requests a hardship exemption, however, the Woodridge Housing Authority will suspend the minimum rent beginning the month following the family's request until the Housing Authority can determine whether the hardship exists and whether the hardship is of a temporary or long-term nature.
  - A. A hardship exists in the following circumstances:
    1. When the family has lost eligibility for or is waiting an eligibility determination for a Federal, State, or local assistance Program, including a family that includes a member who is a non-citizen lawfully admitted for permanent residence under the Immigration and Nationality Act who would be entitled to public benefits but for title IV of the Personal Responsibility and Work Opportunity Act of 1996.
    2. When the family would be evicted because it is unable to pay the minimum rent;
    3. When the income of the family has decreased because of changed circumstances, including loss of employment;
    4. When a death has occurred in the family.
  - B. No hardship. If the Housing Authority determines there is no qualifying hardship, the minimum rent will be reinstated, including requiring back payment of minimum rent for the time of suspension.
  - C. Temporary hardship. If the Housing Authority reasonably determines that there is a qualifying hardship but that it is of a temporary nature, the minimum rent will not be imposed for a period of 90 days from the beginning of the suspension of the minimum rent. At the end of the 90 day period, the minimum rent will be imposed retroactively to the time of suspension. During the suspension period the Housing Authority will not evict the family for nonpayment of the amount of tenant rent owed for the suspension period.
  - D. Long-term hardship. If the Housing Authority determines there is a long-term hardship, the family will be exempt from the Minimum rent requirement until the hardship no longer exists.
  - E. Appeals. The family may use the grievance procedure to appeal the Housing Authority's determination regarding the Hardship. No escrow deposit will be required in order to access the grievance procedure.

The PHA does not plan to charge rents at a fixed amount or percentage less than 30% of adjusted income.  
The PHA does not have ceiling rents.  
Rent re-determinations:  
Between income reexaminations, tenants must report changes in income or family composition to the PHA which result in a rent adjustment for the following reasons:
 
  1. A household member has an increase of \$200 or more in monthly income when it occurs between Annual Rent Recertifications;
  2. Anytime family has a new source of income;
  3. Anytime family has a change in family composition.

Flat Rents: The HA has set flat rents at 80% Section 8 FMR level and Woodridge HA operation costs.  
No cash: Only check or money order will be accepted for rent.  
Rent is still due the first of the month. If the rent is not paid by the 15<sup>th</sup> of the month, on the 16<sup>th</sup> of the month, there will be a \$15 late fee, which will increase \$1 per day for each day it is late. The late fee will not exceed \$30.  
Monthly washing machine fee will be \$15.
4. **Operation and Management** – The PHA has Public Housing management and maintenance policy documents, including the Admissions and Continued Occupancy Policy, the Maintenance Policy in ACOP, a Personnel Policy, a Travel Policy and a Procurement Policy in ACOP and a policy for the prevention or eradication of pest infestation (including cockroach infestation).  
In July 2009, there will be a management company, Conifer, who will manage the Housing Authority and do maintenance.  
The Woodridge Housing Authority consists of 40 family units of Public Housing with an expected turnover of 5 units.

**5.Grievance Procedures** – Written Public Housing grievance procedures and informal hearing and review procedures in addition to federal requirements found at CFR Part 966, Subpart B, for residents of public housing are available at the PHA main administrative office in the Admissions and Occupancy Policy.

**6.Designated Housing for Elderly and Disabled Families** – The PHA does not have any projects that have been designated, nor will we apply for the designation for occupancy by elderly and disabled families.

**7.Community Service and Self-sufficiency** –

1. There are coordination efforts between the PHA and TANF agency which include client referrals, information sharing regarding mutual clients for rent determination. There is coordination with Workforce Development, Literacy Volunteers, Summer Youth Workforce and tutoring programs.
2. The PHA has Summer Workforce and tutoring programs for students.
3. The PHA has the community service requirements listed in the A & O policy. When a resident gets off welfare and gets a job, the resident gets an income disallowance for two years.

**8.Safety and Crime Prevention-**

1. The need for measures to ensure the safety of public housing residents include residents fearful for their safety and/or the safety of their children ; and observed lower-level crime, vandalism and/or graffiti.
2. The security cameras at the Mountindale Road site help to deter crime. The PHA has cooperation with the school and DARE Program for drug awareness and prevention for students. There are monthly meetings with residents to receive input and build better relationships and communication.
3. Coordination between the PHA and the Woodridge Police Department to carry out crime prevention measures and activities including regular patrol of the development by the Woodridge Police Department. The Woodridge Police Department provides crime data to housing authority staff for analysis and action.

**9.Pet Policy** – The PHA’s policies and requirements pertaining to the ownership of pets in public housing is incorporated in the A and O Policy.

**10.Civil Rights Certification** – Civil Rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

**11.Fiscal Year Audit** – The results of the most recent fiscal year audit are available at the main administrative office. These results were submitted to HUD.

**12.Asset Management** – The PHA will be improving roofs, windows and refrigerators this year and long term will make improvements in heating system, plumbing improvements, energy efficient lighting, kitchen counters, kitchen cabinets and closets.

**13.Violence Against Women Act (VAWA)** –

1. Police agencies and Family Violence Response Team (FVRT), a county agency, were notified of alleged sexual child abuse.
2. School and Sullivan County Social Workers provided services to affected Housing Authority families.
3. The above provided educational services to Housing Authority families.

These PHA Plan Elements 2009 are on file in Main Administrative Office.