

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

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# PHA Plans

5 Year Plan for Fiscal Years 2009 - 2013

Annual Plan for Fiscal Year 2009

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

## PHA Plan Agency Identification

**PHA Name:** Housing Authority of the City of Easton

**PHA Number:** PA024

**PHA Fiscal Year Beginning: (01/2009)**

**PHA Programs Administered:**

**Public Housing and Section 8**   
  **Section 8 Only**   
  **Public Housing Only**  
 Number of public housing units: 545\*\*   
 Number of S8 units:   
 Number of public housing units:  
 Number of S8 units: 562\*  
     \*Includes HOPE VI Vouchers  
     \*\*Includes 250 vacant units to be demolished

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

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

### Public Access to Information

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

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

### Display Locations For PHA Plans and Supporting Documents

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

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library

- PHA website
- Other (list below)

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2009 - 2013**  
[24 CFR Part 903.5]

**A. Mission**

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)

**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)
- PHA Goal: Improve the quality of assisted housing  
Objectives:
- Improve public housing management: (PHAS score) 84
  - Improve voucher management: (SEMAP score) 89%
  - 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)

**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)

**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)

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

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

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

- Standard Plan**
- Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

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

**(See Attachment PA024b01)**

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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**Attachments**

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

**Required Attachments:**

- Admissions Policy for Deconcentration
- FY 2009 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- List of Resident Advisory Board Members
- List of Resident Board Member
- Community Service Description of Implementation
- Information on Pet Policy
- Section 8 Homeownership Capacity Statement, if applicable
- Description of Homeownership Programs, if applicable

**Optional Attachments:**

- PHA Management Organizational Chart
- FY 2009 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

**Supporting Documents Available for Review**

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
	Consolidated Plan for the jurisdiction/s in which the PHA is	Annual Plan:

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	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	Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	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
X	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
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

Based upon the information contained 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	597	4	4	3	3	3	3
Income >30% but <=50% of AMI	179	3	4	3	2	2	2
Income >50% but <80% of AMI	21	2	3	2	1	2	1
Elderly	5	2	1	1	2	1	2
Families with Disabilities	32	3	3	3	3	2	3
Race/Ethnicity	417/137	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	350/23	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	2/0	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	3/0	N/A	N/A	N/A	N/A	N/A	N/A

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 2005 - 2009
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	492		61
Extremely low income <=30% AMI	364	74	
Very low income (>30% but <=50% AMI)	100	20	
Low income (>50% but <80% AMI)	28	6	
Families with children	297	60	
Elderly families	24	4	
Families with Disabilities	64	13	
Race/ethnicity *	280/86	56/17	
Race/ethnicity **	207/14	42/02	
Race/ethnicity ***	2/0	1/0	
Race/ethnicity ****	3/0	1/0	
*White **Black *** American Indian ****Asian			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	193		
2 BR	203		
3 BR	57		
4 BR	25		

Housing Needs of Families on the Waiting List			
5 BR	14		
5+ BR	0		
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	926		
Extremely low income <=30% AMI	671	73	
Very low income (>30% but <=50% AMI)	218	24	
Low income (>50% but <80% AMI)	37	3	
Families with children	704	76	
Elderly families	56	6	
Families with Disabilities	166	18	
Race/ethnicity *	516/151	55/16	
Race/ethnicity **	410/27	45/02	
Race/ethnicity ***	0/0	0/0	
Race/ethnicity ****	0/0	0/0	
*White **Black *** American Indian **** Asian			
Characteristics by Bedroom Size (Public Housing			

Housing Needs of Families on the Waiting List			
Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

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

#### (1) Strategies

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

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration

- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

**Need: Specific Family Types: The Elderly**

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

Select all that apply

- Seek designation of public housing for the elderly

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

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

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

Select all that apply

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

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

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

Select if applicable

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

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints

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

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2009 grants)</b>		
a) Public Housing Operating Fund	\$ 2,523,888	
b) Public Housing Capital Fund	855,934	
c) HOPE VI Revitalization	\$20,000,000	
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
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)		
Section 8	\$ 2,497,343	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
2008 CFP	\$ 840,617.42	
<b>3. Public Housing Dwelling Rental Income</b>	\$ 845,372	
<b>4. Other income (list below)</b>		
Harlan House Investments	\$ 80,000	
Section 8 Administrative Fees	\$ 168,024	
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	\$27,811,178.42	

### **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: (120 Days)
- Other: (describe)

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

- Criminal or Drug-related activity
- Rental history

- Housekeeping
- Other (describe) Debt to this or any PHA

- c.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

**(2)Waiting List Organization**

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

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

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

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

Telephone, mail or home visit for disabled applicants.

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

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

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

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

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

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

Other (list below)

**(3) Assignment**

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

- One  
 Two  
 Three or More

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

Special Circumstance Policy

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)
  - Resident of Easton
  - Singles

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

- Victims of reprisals or hate crimes
- Other preference(s) (list below)
  - 1) Resident of Easton
  - 3) Singles

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)  
Staff Response to stated questions.

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

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

**(6) Deconcentration and Income Mixing**

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

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

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

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

If selected, list targeted developments below:

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

Other (list policies and developments targeted below)

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

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

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

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

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

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

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

## **B. Section 8**

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

### **(1) Eligibility**

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

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation

- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)  
Debt to this or any PHA
- 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)  
Tenant history with previous Section 8 landlords.

**(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office
- Other (list below)  
Telephone, mail or home visit for disabled applicant.

**(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:

If participant produces Good Faith Effort.

**(4) Admissions Preferences**

a. Income targeting

- Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
- Welfare to Work awardee;  
Disposition/Demolition relocation from HACE;  
Resident of the City of Easton

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

same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Date and Time

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Victims of domestic violence

Substandard housing

Homelessness

High rent burden

Other preferences (select all that apply)

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

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

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

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

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

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

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

**(5) Special Purpose Section 8 Assistance Programs**

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

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

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

- Through published notices
- Other (list below)

Through announcements made by Program Partners/Team.

**4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

**A. Public Housing**

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

**(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

- \$0
- \$1-\$25

\$26-\$50

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

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

The family has lost eligibility or is awaiting determination for Federal, State or Local Assistance; the family would be evicted as a result of the imposition of the minimum rent requirement; the income of the family has decreased because of changed circumstances including:

Loss of employment

Death in Family

Other Circumstances as determined by PHA or HUD

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

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

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

1. Minimum rent \$50 if family claims zero income.

2. Flat rents as appropriate per development.

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

Child support payments

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

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

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

**(2) Flat Rents**

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

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

**B. Section 8 Tenant-Based Assistance**

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

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

## **(2) Minimum Rent**

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

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

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

- (1) The family has lost eligibility or is awaiting determination for Federal, State or Local assistance, including a family with a member who is a non-citizen lawfully admitted for permanent residence under the Immigration and Nationality Act and who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Act of 1996;
- (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 circumstances, including:
  - Loss of employment;
  - Death in the family
  - Other circumstances as determined by the PHA or HUD.

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

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

The management structure of HACE establishes the Board of Commissioners as the ultimate decision making group regarding all policies involving all operations of the agency.

The Executive Director, who answers directly to the Board of Commissioners, is responsible for the successful application of all policies prescribed by the Board, supervising the implementation of resultant programs in compliance with HUD regulations and requirements.

The directors of six departments answer to and assist the Executive Director. The departments are: Occupancy, Finance, Operation, Project Management, Modernization (Capital Improvement) and Special Programs.

The Operations Director applies on-hand guidance and supervision as needed to the private firm contracted through procurement procedure to provide all required maintenance services. The Operations Director also supervises procurement and inventory control.

A housing inspector reports to the Occupancy Director.

All information is channeled from each of the departments to the Executive Director and ultimately to the Board of Commissioners.

**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.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	305	61
Section 8 Vouchers	500	38
Section 8 Certificates	--	--
Section 8 Mod Rehab	--	--
Special Purpose Section 8 Certificates/Vouchers (list individually)	--	--
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		


**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)
  - Completed Maintenance Bid Packages and Contracts Awarded Through Procurement
  - Admissions and Continued Occupancy Policy
- (2) Section 8 Management: (list below)
  - Section 8 Administrative Plan

**6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

**A. Public Housing**

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

If yes, list additions to federal requirements below:

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

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

**B. Section 8 Tenant-Based Assistance**

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office  
 Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

### **A. Capital Fund Activities**

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

#### **(1) Capital Fund Program Annual Statement**

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

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)(pa024a01.xls)

-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)(pa024b01.xls)

-or-

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

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

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

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

1. Development name: Delaware Terrace/Delaware Terrace Annex
2. Development (project) number: PA24-1, PA24-3
3. Status of grant: (select the statement that best describes the current status)
  - Revitalization Plan under development
  - Revitalization Plan submitted, pending approval
  - Revitalization Plan approved
  - Activities pursuant to an approved Revitalization Plan underway

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

- Yes  No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?  
If yes, list developments or activities below:  
PA024-01 – PA024-03

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

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”,

skip to component 9; if “yes”, complete one activity description for each development.)

Delaware Terrace – Implement HOPE VI Revitalization Grant  
 Delaware Terrace Annex – Implement HOPE VI Revitalization Grant

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: Delaware Terrace 1b. Development (project) number: PA024-01
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> (Demolition) Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/> (Disposition)
4. Date application approved, submitted, or planned for submission: <u>(10/04/06)</u> <u>(Demolition)</u>
5. Number of units affected: 228
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 6/08 b. Projected end date of activity: 3/09

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Delaware Terrace Annex 1b. Development (project) number: PA024-03
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> (Demolition) Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/> Disposition
4. Date application approved, submitted, or planned for submission: <u>(10/04/06)(Demolition)</u>
5. Number of units affected: 22

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: 6/08 b. Projected end date of activity: 3/09

**9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>
1a. Development name: Harlan House 1b. Development (project) number: PA024-08
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/>

Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: 06/07/2001
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 100
7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: Charles Street Cottages
1b. Development (project) number: PA-26-URD-024-I106
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: 08/01/08
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 40
7. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development (PA024-03) <input checked="" type="checkbox"/> Total development (PA024-01)

### **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

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

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

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

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description

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

<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)

Part of the development

Total development

## B. Section 8 Tenant Based Assistance

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

2. Program Description:

Eligible participants in the Section 8 Housing Choice Voucher Program, including participants with portable vouchers, will have the option of purchasing a home with their Section 8 assistance rather than renting. Participants may have their choice of (1) receiving monthly homeownership assistance for the term permitted by HUD regulations; or (2) receiving a single down-payment assistance grant.

Section 8 homeownership assistance may be used to purchase the following types of homes within the jurisdiction of HACE: new or existing single-family condominium, planned used developments, cooperatives, lofts, line/work units, or assistance to another jurisdiction, provided the receiving jurisdiction operates a Section 8 home-ownership program for which the Section 8 home-ownership applicant qualifies.

a. Size of Program

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

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

25 or fewer participants

26 - 50 participants

51 to 100 participants

more than 100 participants

b. PHA-established eligibility criteria

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

If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (1)]

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

### **A. PHA Coordination with the Welfare (TANF) Agency**

#### 1. Cooperative agreements:

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

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

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

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

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

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

##### a. Self-Sufficiency Policies

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

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

Other policies (list below)

b. Economic and Social self-sufficiency programs

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

<b>Services and Programs</b>				
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)
<i>KIC –Kids In The Community</i>	<i>24</i>	<i>All residents</i>	<i>Site Offices</i>	<i>Public Housing</i>
Lafayette College – PA24-2				
Head Start –		All residents	Relocated due to Implementation of HOPE VI	Both

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

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	0	0
Section 8	0	0

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

If no, list steps the PHA will take below:

### C. Welfare Benefit Reductions

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

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

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

### **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 use 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)  
Newspaper accounts

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

PA024-01

PA024-02

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

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

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

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

PA024-01

PA024-02

**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)
- PA024-01
- PA024-02

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

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

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

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

**17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
  
2. What types of asset management activities will the PHA undertake? (select all that apply)
  - Not applicable
  - Private management
  - Development-based accounting
  - Comprehensive stock assessment
  - Other: (list below)
  
3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

**18. Other Information**

[24 CFR Part 903.7 9 (r)]

**A. Resident Advisory Board Recommendations**

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

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

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

**C. Statement of Consistency with the Consolidated Plan**

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

1. Consolidated Plan jurisdiction: (City of Easton)

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

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

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)  
Jurisdiction's Certification of Plan compliance by PHA

**D. Other Information Required by HUD**

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

## **Attachments**

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

# PHA Plan Table Library

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

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

Capital Fund Grant Number      FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

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

**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

**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)

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

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

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



PET POLICY

HACE has adopted a pet policy in compliance with requirements set forth in the Federal Register of 07/10/00.

**PROGRESS STATEMENT TOWARD MEETING**  
**FIVE-YEAR PLAN**  
**MISSIONS AND GOALS**

Pa024b01

Through the current plan year and as we approach the 2009 plan year, HACE is continuing to implement its policies and programs in compliance with HUD regulations and thus is continuing to promote adequate and affordable housing, economic opportunity and suitable living environment, free from discrimination.

- Continued to manage a successful Section 8 Welfare to Work Voucher Program with twenty-three participants on the program. As of August, 2008, one participant passed the State Board Exam and earned L.P.N. credentials; one participant graduated from Northampton Community College with an Associate's Degree; one participant graduated from Moravian College with a Bachelor's Degree; one participant passed the examination and certifications for, and is now a Dental Hygenist; one participant passed the examination to become and is now a Licensed Insurance Agent in the State of Pennsylvania; three participants have enrolled in the Section 8 Homeownership Program; four have completed Home Ownership Counseling Courses with the Community Action Committee of the Lehigh Valley; nine participants are enrolled in the authority's Family Self-Sufficiency Program.
- HACE has recorded solid progress in the implementation of its Family Self-Sufficiency Program for its public housing and Section 8 residents. A total of twenty-five Section 8 participants and thirteen public housing residents for a total of thirty-eight participants are participating at the time of this writing and it is expected that number will increase. Eight participants have completed Educational Opportunity Seminars exploring fields of work, study and financial assistance for education this year held at the housing authority's offices; nine participants have completed Financial Fitness Seminar also held at the housing authority's offices; five participants have graduated from the Family Self-Sufficiency Program; two participants have completed the New Choices/New Options Program (A career exploration and educational information program); one participant has received a Phlebotomy Certification; one participant completed a Business Ownership Course through the Community Action Committee of the Lehigh Valley; several participants are eligible for \$8,000 in educational grants; several participants have enrolled in the Matching Funds Family Savings Program; one participant purchased a home in the City of Easton with one participant due to close on a home shortly.
- Maintained a close watch on TARs through the ad hoc duties of a specially trained staff person. Effected timely evictions in cases of non-payment. In order to continue reducing the outstanding debts owed to the housing authority and with board approval, a contract was entered into with a local collection agency.
- HACE continued to direct the expenditures of the CFP allocation and a substantial part of its general fund budget toward the renovation and physical upkeep of its public housing units.

- HACE has completed the updating of its MIC system as of December 31, 2006.
- HACE now employs six full-time administrative staff members who have been fully certified by the Pennsylvania Civil Service Commission and who are recognized as bona fide staff members without any limiting qualifications. All six were public housing residents at the time of hiring. The Civil Service Certification for each was accomplished upon completion of a job training process in HACE offices. HACE uses this process to add low-income individuals to the work force, thus enhancing their life values.
- HACE will endeavor to provide rent free classroom space, offices, kitchen facilities and restrooms for the federally funded Head Start Program.
- HACE will continue to allow the Boys and Girls Club of Easton exclusive occupancy of the Martin Luther King Jr. Center which serves as the home of the Boys and Girls Club of Easton once that building has been renovated through the HOPE VI Revitalization Grant. HACE has also had installed a Tour Turf Golf Facility adjacent to the Boys and Girls Club of Easton.
- HACE continues to apply policies ensuring Equal Housing Opportunities, including units made accessible to persons with disabilities.
- During the 2004 plan year, the Housing Authority revised its agency plan to allow for the implementation of a Section 8 Homeownership Program. Five participants are enrolled in the Section 8 Home Ownership Program. Two participants are preparing to purchase homes in 2008; two participants are currently working on repairing their credit, meeting the income standard.
- HACE was awarded a HOPE VI Revitalization Grant in October of 2006. A Grant Agreement was entered into between the Department of Housing and Urban Development and the housing authority on December 18, 2006. Through implementation of this grant the dwelling units at the Delaware Terrace Development and part of the Delaware Terrace Annex Development will be demolished and replaced with low rent public housing units and home ownership units. The authority advertised and entered into contract with Pennrose Properties to perform the task of a developer partner. The authority also entered into contract with Abt Associates to perform the task of Program Coordinator. One hundred and twenty-five programs through seventy community service agencies was a part of the program and the authority is proceeding to enter into contracts with those agencies as the various tasks arise.
- HACE has also hired two public housing residents through the Pennsylvania State Civil Service Commission's Job Training Program to serve as relocation assistants through the HOPE VI Program. Both of those employees have moved to permanent status with the authority.
- With the award of the HOPE VI Revitalization Grant, the authority will proceed with the modernization of the facilities housing the Head Start facility and Boys and Girls Club Programs as well as making space available for other agencies to provide their programs to the residents of public housing.
- Upon completion of the 508 Charles Street Building, management staff will establish and maintain an office in that location.

- HACE has received a grant from the Northampton County Community and Economic Development Association for funding to implement a Lease to Purchase Homeownership Program.
- HACE has implemented a newsletter which is sent quarterly to its residents.
- HACE will continue to encourage resident empowerment through support and assistance of the Resident Management Associations and continues to actively recruit new resident management associations at developments which do not currently have active resident management associations.
- In an effort to improve the appearance and turnover rate HACE solicited bids and awarded contract for maintenance services, lawn maintenance, cleaning and painting of vacant units, cleaning of offices and common areas, and extermination services.
- HACE has reviewed the requirements under the Violence Against Women Act and the Department of Justice's Act of 2005 (VAWA) and has revised its Admissions and Continued Occupancy Policy and Section 8 Administrative Plan to include requirements of those Acts.

## POLICY FOR COMMUNITY SERVICE

(pa024c01)

1. The Housing Authority will administer the community service or self-sufficiency activities of its residents in compliance with 24 CFR Part 960.
2. Along with the notice for re-examination any household with members 18 through 61 years of age will receive a list of household members who are subject to the service.
3. At the re-examination interview, the resident shall declare any exempt members and the reason for exemption. Verification forms will be sent to document any exempt status or the resident may present verification.
4. The resident will be notified that changes in exemption status can be requested at any time and verified as noted in 3 above.
5. After verification, the Housing Authority will notify the family of its findings regarding the exempt members and those subject to service requirements. A description of the service requirement will be sent to those who qualify.
6. The Housing Authority will review compliance with service requirements and verify compliance annually at least 30 days prior to the end of the 12-month lease term.
7. Documentation of service performance or exemption will be maintained in the resident's/family file.
8. The policy will comply with non-discrimination and equal opportunity requirements.

As developed by HACE policy, community service requirements are described as the performance of voluntary work or duties that provide a public benefit and that serve to improve the quality of life, enhance resident self-sufficiency and increase resident self-responsibility in the community. Such service is not employment and is not to include any political activities.

In compliance with 24CFR 960.600 through 960.609, each non-exempted adult resident must contribute 8 hours per month. Community service can be performed at a housing authority location, with the type of duties to be determined after consultation with the resident involved. Other sites for community service may be pre-approved by the housing authority. Residents who participate in the "Economic Self-Sufficiency Program" for 8 hours each month will be recognized as meeting their monthly requirements. Residents may combine community

service and self-sufficiency activities to meet the monthly requirements. The participating resident will be required to submit a monthly verification form confirming participation.

RESIDENT COMMISSIONER IDENTIFICATION

(pa024d01)

Name: Brenda Nelson

Appointed by: Salvatore J. Panto, Jr., Mayor  
City of Easton

Appointment Date: March 8, 2006

Term Expiration: February 15, 2011



RESIDENT ADVISORY BOARD MEMBERS

(pa024e01)

BREUER, MARYANN

DEAL, FREELYN

DEEMER, JEANNETTE

FEARON, NORMA

GAMOUR, OSMAN

HARKER, MARIE

KRAVANJA, RAYMOND

MOYE, TONYA R.

NEAL, SHIRLEY

ROBERTS, BERNICE

ROSE, TAMMY

SANTIAGO, MARIGELI

VINING, VALERIE

WILLIAMS, DIANE REV.

FOLLOW-UP PLAN 2007  
HOUSING AUTHORITY OF THE CITY OF EASTON  
(pa024f01)

**Deficiency: Communication**

1. A quarterly newsletter will continue to be published and delivered to all residents. The newsletter will include:
  - (a) A question and answer section replying to frequently asked questions from residents;
  - (b) Informing residents of any new policies adopted by the authority and reaffirming existing policies.
  - (c) A section containing information from the various resident management associations on activities being conducted at that particular development;
  - (d) Pictures and articles enumerating various activities conducted by the residents and any activities conducted by housing authority personnel and residents;
  - (e) A section explaining to the residents any improvements that will take place at all authority developments;
  - (f) A section by the Family Self-Sufficiency Coordinator enumerating accomplishments by residents in their efforts to become self-sufficient and inviting and explaining how a resident can become enrolled in the program.
2. Bi-monthly meetings of the Resident Advisory Board will continue to take place. Members of the resident advisory board will continue to be advised to discuss the information they receive at the resident advisory board meeting with their fellow residents. Members of the resident advisory board will also continue to be encouraged to bring any comments or suggestions from the members of their association/ residents to the resident advisory board meetings for discussion.
3. Notices announcing changes to policies will be included with monthly rental statements as well as announcing such changes through the authority's newsletter.
4. The authority will continue to encourage the formation of resident management associations at housing authority developments where such organizations do not currently exist.
5. Members of the authority staff and residents from several housing authority developments are working together to participate in National Night Out to be held on August 5, 2008.
6. Housing authority personnel along with residents from two developments held Dedication Ceremonies for newly installed playgrounds and basketball courts.

**Deficiency: Safety**

1. Housing authority personnel will continue to work with members of the Resident Advisory Board and residents at large to develop solutions to any safety issues.
2. Residents will be encouraged to call the local police department when problems occur in their neighborhoods. Housing authority personnel will continue to

receive police incident reports and investigate and take appropriate action to remove residents when applicable.

3. The authority will continue to work with the police department in providing sub-stations at its developments and provide the use of vacant units for surveillance, if requested.

4. An Emergency Preparedness Committee has been formed and is currently working on an Emergency Preparedness Plan for all housing authority developments which should be completed by December, 2008. As part of that emergency preparedness, the authority has implemented fire drills at each of its developments, with the first fire drill occurring in the senior citizen buildings in May of 2008. A second non-announced fire drill for those same buildings will occur in October. Members of the committee will then address fire drills at the authority's other developments.

5. The authority has installed a plexi-glass holder on the back of each resident's entrance door at its three senior hi-rise buildings containing a map showing the route the resident should use in exiting the building in case of an emergency.

6. The authority has installed and will continue to install fire extinguishers in each of its dwelling units.

7. Residents are encouraged to call the maintenance department to report any lights out in any of its development and replacement of the non-functioning lights is conducted on a priority basis.

8. The housing authority has established a Safety Committee. One of the members of the safety committee is the housing authority's project manager who routinely walks throughout the developments. That employee reports safety problems to the maintenance department and also brings to the safety committee's attention any problems which require further attention. The members of the safety committee also conduct inspections of the office facilities where both employees work and residents routinely visit for any safety violations or hazards.

9. The housing authority implemented a parking sticker policy for all developments wherein the cars of residents residing in each development are issued different colored stickers. The color of the stickers designates which development the resident resides. Cars without any stickers are towed.

10. The housing authority is also working with the Easton Police Department to have abandoned vehicles (no current inspection sticker, no license plate) removed from all developments on an on-going basis.

11. A surveillance camera system was installed in the Bushkill House (senior citizen building) which allows both the residents and the housing authority to use the internet to monitor the surveillance cameras.

### **Deficiency: Neighborhood Appearance**

1. Garbage cans with lids will continue to be required for all residents living in family developments. This policy will be discussed at leasing and re-leasing meetings. The authority cooperates with the City of Easton in its mandatory recycling program. Residents of the family developments were provided with recycling cans at the implementation of the program and are encouraged to obtain additional cans from the City of Easton.

2. Graffiti will continue to be removed immediately upon its discovery.

3. All lawn maintenance is being performed by a private contractor at all family and elderly buildings.

4. The authority implemented Earth Day activities at its senior citizen buildings. Housing Authority staff members worked with residents of each of those developments in planting flowers and trees throughout each of the developments. After planting of the flowers, residents volunteered to maintain the plantings. Those activities will continue.

5. The authority will be painting the hallways of two of its senior citizen buildings in an effort to brighten up the hallways. Subsequent to the painting, the authority will also install curtains at windows in the hallways.

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

PHA Name: <b>EASTON HOUSING AUTHORITY</b>	Grant Type and Number Capital Fund Program Grant No: <b>PA26PO2450109</b> Replacement Housing Factor Grant No: <b>#1 6-30-08</b>	Federal FY of Grant: <b>2009</b>
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Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	171,186.80	-	-	-
3	1408 Management Improvements	53,853.00	-	-	-
4	1410 Administration	85,593.40	-	-	-
5	1411 Audit	500.00	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	60,000.00	-	-	-
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	98,694.10	-	-	-
10	1460 Dwelling Structures	282,547.70	-	-	-
11	1465.1 Dwelling Equipment - Nonexpendable	22,000.00	-	-	-
12	1470 Nondwelling Structures	23,059.00	-	-	-
13	1475 Nondwelling Equipment	53,500.00	-	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	5,000.00	-	-	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	-	-	-	-
20	1502 Contingency	-	-	-	-
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 855,934.00	\$ -	\$ -	\$ -
22	Amount of line 21 Related to LBP Activities	-	-	-	-
23	Amount of line 21 Related to Section 504 Compliance	30,000.00	-	-	-
24	Amount of line 21 Related to Security - Soft Costs	6,000.00	-	-	-
25	Amount of line 21 Related to Security - Hard Costs	17,000.00	-	-	-
26	Amount of line 21 Related to Energy Conversation Measures	77,659.50	-	-	-

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

PHA Name:		Grant Type and Number			Federal FY of Grant:			
<b>EASTON HOUSING AUTHORITY</b>		Capital Fund Program Grant: <b>PA26PO2450109</b>			<b>2009</b>			
		Replacement Housing Factor: <b>0</b>						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP# PA	Replace Windows	1460.00	37	13,000.00				
024000001	Replace Siding	1460.00	37	24,000.00				
PA24-3	Replace Entrance Doors	1460.00	80	23,000.00				
Delaware	Replace Screen Doors	1460.00	80	12,000.00				
Terrace,	Install Security Cameras	1450.00	5	10,000.00				
Annex,	Install Boilers Re: Heat*	1460.00	35	5,000.00				
Scattered	Replace Ranges	1465.10	25	5,000.00				
Sites.	Replace Cold Wtr. Lines	1460.00	1000 Ft	2,000.00				
PA24-6A	Landscaping	1450.00	1000Sqf	2,000.00				
	Replace Selected Doors	1460.00	25	5,000.00				
	Rep. Selected Screen Doors	1460.00	25	5,000.00				
	Replace Refrigerators	1465.10	25	5,000.00				
	Replace Range Hoods	1465.10	228	6,000.00				
	Replace Exterior Lights	1450.00	50	5,000.00				
	Renovate/Build units to satisfy	1460.00	3	20,000.00				
	Repairs 504 Requirements							
	Relocation Costs	1495.10		5,000.00				
	Replace Electrical outlets	1460.00	100	1,000.00				
	Replace Sidewalks	1450.00	1000 Ft	3,000.00				
	Replace Siding	1460.00	10 Sq.	5,000.00				
	Replace Windows	1460.00	40	5,000.00				
	Replace Gutters & Downspouts	1460.00	80	5,000.00				
	Replace Roofs	1460.00	12	5,000.00				
	Replace Curbs	1450.00	1000 Ft.	3,000.00				
	Insulate Houses	1460.00	10	2,000.00				
	Replace Tub/showers	1460.00	40	10,000.00				
	Replace Kitchen Cabinets	1460.00	40	10,000.00				
	Development Security	1450.00	2	2,000.00				

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

PHA Name: <b>EASTON HOUSING AUTHORITY HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program Grant: <b>PA26PO2450109</b> Replacement Housing Factor Grant No:			Federal FY of Grant: <b>2009</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>AMP # PA0</b>	Install Central Mail Boxes, Ext.	1450.00	6	10,000.00				
24000001	Install Picnic Tables	1450.00	6	5,000.00				
	Repair/Replace Park Pads	1450.00	12	5,000.00				
<b>AMP # PA0</b>	Install Security Cameras	1450.00	4	4,000.00				
24000002	Replace Interior Plumbing	1460.00	500 Ft.	4,000.00				
<b>PA24-2A,2B</b>	Replace Ranges	1465.10	20	3,000.00				
<b>Jefferson &amp; N. Union St.</b>	Replace Roofs	1450.00	25	2,000.00				
	Replace VAT Floor Tile	1460.00	1000 Ft	3,000.00				
	Replace Exterior Lights	1450.00	25	2,000.00				
	Replace Refrigerators	1465.10	20	2,000.00				
	Replace Range Hoods	1465.10	20	1,000.00				
	Replace Electrical Outlets	1460.00	40	500.00				
	Landscaping	1450.00	500 SqF	1,000.00				
	Replace Fencing	1450.00	200 L.Ft	500.00				
	*** Repairs for 504 Compliance	1460.00	5	5,000.00				
	Install Central Mail Boxes, Ext.	1450.00	3	3,000.00				
	Install Picnic Tables	1450.00	4	3,000.00				
	Replace Interior Lights Comm. Rm.	1470.00	12	1,000.00				
	Replace Heating Systems	1460.00	40	5,000.00				
	Install Electric Meters	1460.00	60	2,000.00				
	Replace Kitchens	1460.00	50	8,000.00				
	Replace Parking Lot	1450.00	1	5,000.00				

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

Activities for Year 1	Activities for Year: <u>2010</u> FFY Grant: <u>2010</u> PHA FY: <u>12/31/2006</u>			Activities for Year: <u>2011</u> FFY Grant: <u>2011</u> PHA FY: <u>12/31/2007</u>			
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost	
<b>See Annual Statement</b>							
		<b>Total CFP Estimated Cost</b>		\$ -			\$ -







# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name <b>Easton Housing Authority</b>		<input checked="" type="checkbox"/> Original 5-Year <input type="checkbox"/> Revision No. <b>1</b>			
Development Number/Name/HA- Wide	Year 1  2009	Work Statement for Year 2 FFY Grant: <b>2010</b> PHA FY:	Work Statement for Year 3 FFY Grant: <b>2011</b> PHA FY:	Work Statement for Year 4 FFY Grant: <b>2012</b> PHA FY:	Work Statement for Year 5 FFY Grant: <b>2013</b> PHA FY:
	<b>Annual Statement</b>				
AMP#PA024000001		245,000.00	130,000.00		47,883.10
AMP#PA024000002		175,000.00		254,153.80	419,629.40
AMP#PA024000004			260,000.00	173,000.00	
AMP#PA024009999		59,270.70	82,653.80		29,641.30
Relocation (1495.1)			5,000.00		
Operations (1406)		171,186.80	171,186.80	171,186.80	171,186.80
Management Imp. (1408)		32,500.00	40,500.00	85,500.00	55,500.00
Administration (1410)		85,593.40	85,593.40	85,593.40	85,593.40
Audit Costs (1411)		500.00	500.00	500.00	500.00
Fees & Costs (1430)		50,000.00	45,500.00	40,000.00	30,000.00
Non Dwelling Equip. (1475)		36,883.10	35,000.00	46,000.00	16,000.00
Contingency (1502)					
Non-Dwelling Bldgs. (1470)					
CFP Funds Listed for 5-year planning		855,934.00	855,934.00	855,934.00	855,934.00
Replacement Housing Factor Funds					

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**Macros:**

\0 {GOTO}j:A1~{WAIT @NOW+@TIME(0,0,2)}/fal{PANELON}{GOTO}A:A1~/wgpe{QUIT}

\P :pcopqrcrsprnt~g:prcrsprnt2~g:prcrsprnt3~g:prcrsprnt6~g:prcrsprnt7~g:prcrsprnt8~g:pcolqrcrspr

### Macros 52832

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#### Deletes a page

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{L 11}~/WGPD/wdr{D 55}~/WGPE{u 3}{r 6}~{QUIT}

### Macros 52833

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#### Deletes a page

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{L 5}~/WGPD/wdr{D 53}~/WGPE{u 3}{r 3}~{QUIT}

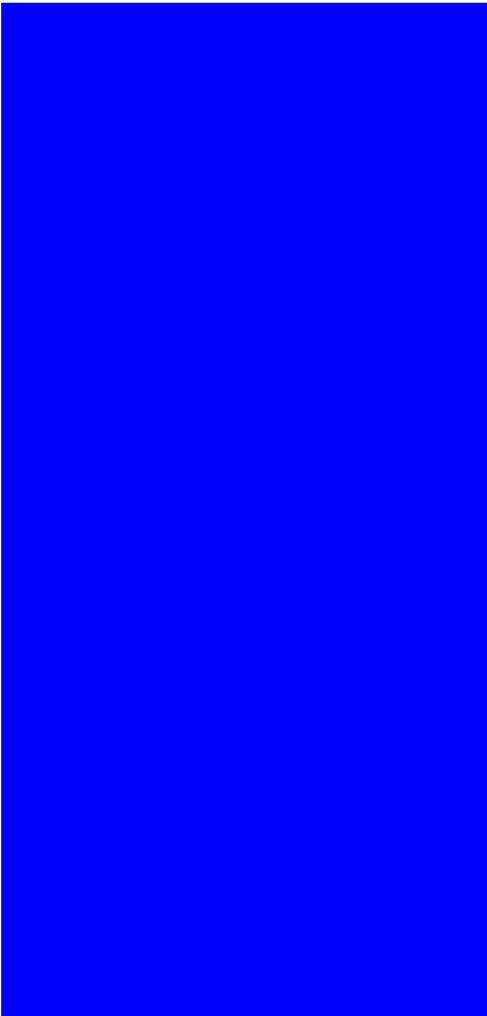
### Macros 52834 P2

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#### Deletes a page

\E {GOTO}D:O1~{END}{DOWN}{U 41}~{IF @CELLPOINTER("type")="v"}{home}{quit}  
{L 14}~/WGPD/wdr{D 41}~/WGPE{u 1}{r 5}~{QUIT}



nt4~g:prcrsprnt5~g{quit}

**wprq{d 9}~/WGPE{QUIT}**

**·:wprq{d 10}~/WGPE{QUIT}**

**}~:wprq{d 7}{r 1}~/WGPE{QUIT}**

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

PHA Name: <b>Easton Housing Authority</b>	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:	<b>PA26PO2450105</b> <b>#8 July 1, 2008</b>	Federal FY of Grant: <b>2005</b>
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**08/16/2009**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	175,233.80	175,233.80	175,233.80	175,233.80
3	1408 Management Improvements	60,980.86	60,980.86	60,980.86	60,980.86
4	1410 Administration	87,616.90	87,616.90	87,616.90	87,616.90
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	71,777.62	71,777.62	71,777.62	71,777.62
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	154,696.60	154,696.60	154,696.60	154,696.60
10	1460 Dwelling Structures	232,259.23	232,259.23	232,259.23	135,568.42
11	1465.1 Dwelling Equipment - Nonexpendable	16,425.00	16,425.00	16,425.00	16,425.00
12	1470 Nondwelling Structures	58,000.00	58,000.00	58,000.00	58,000.00
13	1475 Nondwelling Equipment	14,651.91	14,651.91	14,651.91	14,651.91
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	4,527.08	4,527.08	4,527.08	4,527.08
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	-	-	-	-
20	1502 Contingency	-	-	-	-
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 876,169.00	\$ 876,169.00	\$ 876,169.00	\$ 779,478.19
22	Amount of line 21 Related to LBP Activities	30,000.00		30,000.00	7,947.84
23	Amount of line 21 Related to Section 504 Compliance	5,931.23		5,931.23	5,931.23
24	Amount of line 21 Related to Security - Soft Costs	-	-	-	-
25	Amount of line 21 Related to Security - Hard Costs	46,059.00		46,059.00	46,059.00
26	Amount of line 21 Related to Energy Conversation Measures	16,425.00		16,425.00	16,425.00

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

PHA Name:		Grant Type and Number			Federal FY of Grant:			
<b>Easton Housing Authority</b>		Capital Fund Program Gra <b>PA26PO2450105</b>			<b>2005</b>			
		Replacement Housing Fac						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Authority Wide	Operations 1406.	1406.00		175,233.80	175,233.80	175,233.80	175,233.80	Complete
Management Improvement	Staff Training	1408.00		6,050.00	6,050.00	6,050.00	6,050.00	Complete
	MIS Training	1408.00						
	MIS Improvements	1408.00		19,917.86	19,917.86	19,917.86	19,917.86	Complete
	Family Self-Sufficiency	1408.00						Deleted
	Resident Initiatives	1408.00						Deleted
	Employee Benefits	1408.00		35,013.00	35,013.00	35,013.00	35,013.00	Complete
Admin istration	Salaries/Employee Benefits	1410.00		81,116.90	81,116.90	81,116.90	81,116.90	Complete
	Advertising	1410.00		2,769.84	2,769.84	2,769.84	2,769.84	Complete
	Legal	1410.40		3,730.16	3,730.16	3,730.16	3,730.16	3303.91 from 2003 CFP
Audit	Close Out Programs	1411.00		-				Deleted
Fees/Costs	A/E Fees	1430.00		20,617.62	20,617.62	20,617.62	20,617.62	On Going
	Consultants	1430.00		51,160.00	51,160.00	51,160.00	51,160.00	Complete
Non Dwelling Equipment	MIS Hardware	1475.00		12,324.02	12,324.02	12,324.02	12,324.02	Completed
	Office Furniture	1475.00		2,327.89	2,327.89	2,327.89	2,327.89	Completed
	Maintenance Vehicles	1475.00	3					Deleted
Authority Wide	Landscaping	1450.00	500 Ft.	9,260.00	9,260.00	9,260.00	9,260.00	Completed
	Concrete work, curbs, sidewalks patios, steps.	1450.00	200 Ft.	-				Deleted
	Repl. Selected fencing	1450.00	100 Ft.	-				Deleted

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

PHA Name:		Grant Type and Number			Federal FY of Grant:			
<b>Easton Housing Authority</b>		Capital Fund Program Gra <b>PA26PO2450105</b>			<b>2005</b>			
		Replacement Housing Fac						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA24-1	Repair Boilers	1460.00	3	28,374.00	28,374.00	28,374.00	28,374.00	Completed
Delaware	Repair/repl. Ext. Doors	1460.00	100	-				Deleted
Terrace	Repair/Repl Screen Doors	1460.00	100	-				Deleted
	Re-point Brick Exterior	1460.00	1000 Ft.	-				Deleted
	Replace Sewer Lines	1450.00	100 Ft.	-				Deleted
	Repair Chimneys	1460.00	10	-				Deleted
	Repl. Heat Dist. Lines	1450.00	6000 Ft.	-				Deleted
	Repl. Domestic. HW. Lines	1460.00	5000 Ft.	-				Deleted
	Repl. Cold Wtr. Lines.	1460.00	5000 Ft.	-				Deleted
	Remove Asbestos from Piping Crawlspace	1460.00	1000 Ft.	-				Deleted
	Replace Ranges	1465.10	25	-				Deleted
	Replace Refrigerators	1465.10	25				Funds diverted	to Walter Hs.
	Repl. Selected Stairs	1460.00	40	-				Deleted
PA24-6C	Replace Refrigerators	1465.10	25				Funds Diverted	2008 CFP
Bushkill	Replace Ranges	1465.10	25	-				2008 CFP
House	Rep. Lights Comm. Areas	1460.00	40	-				2007 5Yr.
	Replace Apt. Door Locks	1460.00	48	169.50	169.50	169.50	169.50	Completed
	Upgrade Boiler Controls	1460.00	1	-				2008 CFP
	Repair/Repl. Plumbing	1460.00	10 Units	-				2008 CFP
	Install Automatic door Third Floor	1460.00	1	-				Deleted
	Entrance Security System	1460.00	1	-				2004 CFP
PA24-2A	Install A/C Sleeves in Walls	1460.00	38	-				Deleted
	Insulation pipe & drain - 504 comp.	1460.00	12	360.00	360.00	360.00	360.00	From 2006 CFP
PA24-2B	Install Playground Equip	1450.00	1	118,951.60	118,951.60	118,951.60	118,951.60	06 5yr. Plan
	Install A/C Sleeves in Walls	1460.00	35	-				Deleted



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

PHA Name:		Grant Type and Number			Federal FY of Grant:			
Easton Housing Authority		Capital Fund Program Gra PA26PO2450105 Replacement Housing Fac 0			2005			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PA24-3	Remodeling costs for 12	1460.00	12			-		07 Five Yr. Plan
Delaware Terrace Annex	Delaware Terrace Annex Apartments included in the HOPE VI Plan							Deleted
PA24-6C	Repair elevator to meet DOL Standards	1460.00	1	34,367.00	34,367.00	34,367.00	34,367.00	2007 CFP
Bushkill House								
PA24-2A,2B	Replace VAT Tile	1460.00	31	30,000.00	8,524.62	8,524.62	8,524.62	2006 CFP
PA24-4	Repair Elevator to meet DOL standards	1460.00	1	129,465.81	129,465.81	129,465.81	32,775.00	2007 CFP
Walter House								
				876,169.00	876,169.00	876,169.00	779,478.19	
						-		



**Annual Statement / Performance and Evaluation Report**

**Capital fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part III: Implementation Schedule**

PHA Name: <b>Easton Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA26PO2450105</b> Replacement Housing Factor Grant No: <b>0</b>					Federal FY of Grant: <b>2005</b>	
Development Number Namw/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)				
	Original	Revised	Actual	Original	Revised	Actual		
PA24-1 Delaware Terrace	8/17/2007		8/17/2007	8/16/2009				
PA24-2 Jefferson Street North Union St.	8/17/2007		8/17/2007	8/16/2009				
PA24-4 Walter House	8/17/2007		8/17/2007	8/16/2009				
PA24-6C Bushkill House	8/17/2007		8/17/2007	8/16/2009				
Authority Wide 157 Building	8/17/2007		8/17/2007	8/16/2009				
Administration	8/17/2007		8/17/2007	8/16/2009				
Management Improvements	8/17/2007		8/17/2007	8/16/2009				



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

PHA Name: <b>EASTON HOUSING AUTHORITY</b>	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:	<b>PA26PO2450106</b> <b># 7 6/30/2008</b>	Federal FY of Grant: <b>2006</b>
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Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	165,575.00	165,575.00	165,575.00	165,575.00
3	1408 Management Improvements	58,515.00	24,314.58	24,314.58	24,314.58
4	1410 Administration	85,233.40	84,850.50	84,850.50	84,850.50
5	1411 Audit	500.00	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	58,554.10	115,706.30	115,706.30	68,086.30
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	53,000.00	143,216.76	143,216.76	41,996.76
10	1460 Dwelling Structures	329,297.70	294,005.06	294,005.06	31,356.19
11	1465.1 Dwelling Equipment - Nonexpendable	-	-	-	-
12	1470 Nondwelling Structures	39,658.80	5,774.82	5,774.82	2,002.00
13	1475 Nondwelling Equipment	62,000.00	18,890.98	18,890.98	4,247.38
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	-	-	-	-
20	1502 Contingency	-	-	-	-
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 852,334.00	\$ 852,334.00	\$ 852,334.00	\$ 422,428.71
22	Amount of line 21 Related to LBP Activities	6,000.00	6,000.00	-	-
23	Amount of line 21 Related to Section 504 Compliance	28,000.00	28,000.00	-	-
24	Amount of line 21 Related to Security - Soft Costs	15,662.00	15,662.00	-	-
25	Amount of line 21 Related to Security - Hard Costs	17,000.00	17,000.00	-	-
26	Amount of line 21 Related to Energy Conversation Measures	25,500.00	25,500.00	-	-

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

PHA Name:		Grant Type and Number			Federal FY of Grant:			
<b>EASTON HOUSING AUTHORITY</b>		Capital Fund Program Grant <b>PA26PO2450106</b> Replacement Housing Factor			<b>2006</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>PA24-1</b>								
<b>Delaware</b>	Re-Point Brick Exterior	1460.00	37		-			Deleted
<b>Terrace</b>	Repair Chimneys	1460.00	5		-			Deleted
	Replace Sewer Lines	1450.00	700 LF		-			Deleted
	Replace Heat Dist. Lines	1460.00	700 LF		-			Deleted
	Construct Tenant Storage	1460.00	35		-			Deleted
	Install Boilers, Re: Heat	1460.00	35		-			Deleted
	Replace Ranges	1465.10	25		-			Deleted
	Replace Hot-Cold Wtr. Lines	1460.00	37		-			Deleted
	Replace Slected Floors	1460.00	25		-			Deleted
	Replace Selected Doors	1460.00	25		-			Deleted
	Rep/Repl Selected Screen Doors	1460.00	25		-			Deleted
	Replace Refrigerators	1465.10	25		-			Deleted
	Replace Smoke Detectors	1460.00	456		-			Deleted
	Replace Exterior Lights	1450.00	50		-			Deleted
	Renovate/Build units to satisfy							
	Renovate/Build units 504 complience	1460.00	3		-			Deleted
	Relocation Costs	1495.10	3		-			Deleted
<b>PA24-2A</b>	Replace Smoke Detectors	1460.00	72	1,023.10	-			Delete
<b>Jefferson St.</b>	Rep/Replace Interior Plumbing	1460.00	55	5,500.00	-			Delete
	Replace Selected Windows.	1460.00	20	1,000.00	-			Delete
	Rep/Replace Selected Roofs	1460.00	5	3,000.00	-			Delete
	Replace VAT Floor Tile	1460.00	10	3,000.00	-			Delete
	Replace Exterior Lights	1450.00	20	2,000.00	203.26	203.26	203.26	Complete



















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

PHA Name:		Grant Type and Number				Federal FY of Grant:		
<b>EASTON HOUSING AUTHORITY</b>		Capital Fund Program Grant N		<b>PA26PO2450106</b>		<b>2006</b>		
		Cement Housing Factor Gra		<b>0</b>				
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Non Dwelling Structures	Rehab. Maintenance Bldg. Rep/Replace Selected Garages and Out Bldgs. Repair Interior/exterior Walls at B & G Club	1470.00 1470.00 1470.00	1 3 1	29,658.80 7,000.00 3,000.00	- - 2,002.00			Deleted Deleted Complete
Authority Wide	Rep/Replace Selected Sidewalks, Curbs, Steps, Parking Lots. Landscaping Re: 504 Compliance Replace Selected Fencing 504 Compliance Items Landscaping Re: Security Development Security	1450.00 1450.00 1450.00 1460.00 1450.00 1408.00	1000 SF 4000 SF 1000 SF 19 6	10,000.00 5,000.00 5,000.00 24,437.44 15,662.00	101,220.00 - 824.67 24,437.44 -	101,220.00 - 824.67 24,437.44 37,499.00		Deleted Complete Complete Complete Deleted
157 Building	Repair/Replace Parking Lot Replace HVAC Totals	1450.00 1470.00	10000 SF 1500 SF	15,000.00 3,772.82	- 3,772.82			Moved to 2007 Cont. 2007 CFP
				852,334.00	852,334.00	852,334.00	422,428.71	

**Annual Statement / Performance and Evaluation Report**

**Capital fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part III: Implementation Schedule**

<b>PHA Name:</b> <b>EASTON HOUSING AUTHORITY</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>PA26PO2450106</b> Replacement Housing Factor Grant No: <b>0</b>				<b>Federal FY of Grant:</b> <b>2006</b>	
Development Number Namw/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised		
PA24-1 Delaware Terrace	8/17/2008	7/17/2008	6/30/2008	8/16/2010	7/16/2010		
PA24-2 Jefferson St. N. Union St.	8/17/2008	7/17/2008	6/30/2008	8/16/2010	7/16/2010		
PA24-3 Delaware Terrace Annex	8/17/2008	7/17/2008	6/30/2008	8/16/2010	7/16/2010		
PA24-4 Walter House	8/17/2008	7/17/2008	6/30/2008	8/16/2010	7/16/2010		
PA24-6A Scattered Sites	8/17/2008	7/17/2008	6/30/2008	8/16/2010	7/16/2010		
PA24-6C Bushkill House	8/17/2008	7/17/2008	6/30/2008	8/16/2010	7/16/2010		
Administration	8/17/2008	7/17/2008	6/30/2008	8/16/2010	7/16/2010		



# Capital Fund Program and Capital Fund Program Replacement Housing Fa

PHA Name:	<b>EASTON HOUSING AUTHORITY</b>	Grant Type and Number Capital Fund Program Grant Replacement Housing Facto
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Line No.	Summary by Development Account	Total Estim
		Original
1	Total Non-CGP Funds	
2	1406 Operations	168,580.00
3	1408 Management Improvements	46,915.00
4	1410 Administration	84,290.40
5	1411 Audit	500.00
6	1415 Liquidated Damages	-
7	1430 Fees and Costs	60,000.00
8	1440 Site Acquisition	-
9	1450 Site Improvement	124,094.10
10	1460 Dwelling Structures	244,924.50
11	1465.1 Dwelling Equipment - Nonexpendable	26,500.00
12	1470 Nondwelling Structures	18,600.00
13	1475 Nondwelling Equipment	63,500.00
14	1485 Demolition	-
15	1490 Replacement Reserve	-
16	1492 Moving to Work Demonstration	-
17	1495.1 Relocation Costs	5,000.00
18	1499 Development Activities	-
19	1501 Collateralization or Debt Service	-
20	1502 Contingency	-
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 842,904.00
22	Amount of line 21 Related to LBP Activities	
23	Amount of line 21 Related to Section 504 Compliance	55,643.10
24	Amount of line 21 Related to Security - Soft Costs	35,662.00
25	Amount of line 21 Related to Security - Hard Costs	17,000.00
26	Amount of line 21 Related to Energy Conversation Measures	25,500.00

## actor (CFP/CFPRHF) Part I: Summary

: No:		PA26PO2450107	Federal FY of Grant:
or Grant No:		#3 6-30-08	2007
nated Cost		Total Actual Cost	
Revised	Obligated	Expended	
168,580.00	168,580.00	168,580.00	
19,853.00	19,853.00	19,853.00	
79,290.40	79,290.40	79,290.40	
-	-	-	
-	-	-	
1,500.00	1,500.00	1,500.00	
-	-	-	
318,171.42	318,171.42	-	
-	-	-	
164,432.00	164,432.00	-	
90,877.18	90,877.18	-	
-	-	-	
-	-	-	
-	-	-	
-	-	-	
200.00	200.00	200.00	
-	-	-	
-	-	-	
-	-	-	
\$ 842,904.00	\$ 842,904.00	\$ 269,423.40	
-	-	-	
-	-	-	
-	-	-	
-	-	-	
-	-	-	

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

PHA Name:		Grant Type and Number			Federal FY of Grant:			
<b>EASTON HOUSING AUTHORITY</b>		Capital Fund Program Grant # <b>PA26PO2450107</b> Replacement Housing Factor			<b>2007</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>PA24-1</b>								
<b>Delaware</b>	<b>Re-Point Brick Exterior</b>	<b>1460.00</b>	<b>37</b>	<b>13,000.00</b>	<b>-</b>			<b>Deleted</b>
<b>Terrace</b>	<b>Repair Chimneys</b>	<b>1460.00</b>	<b>5</b>	<b>10,000.00</b>	<b>-</b>			<b>Deleted</b>
	<b>Replace Sewer Lines</b>	<b>1450.00</b>	<b>700 LF</b>	<b>24,000.00</b>	<b>-</b>			<b>Deleted</b>
	<b>Replace Heat Dist. Lines</b>	<b>1460.00</b>	<b>700 LF</b>	<b>19,000.00</b>	<b>-</b>			<b>Deleted</b>
	<b>Install Security Cameras</b>	<b>1450.00</b>	<b>5</b>	<b>10,000.00</b>	<b>-</b>			<b>Deleted</b>
	<b>Install Boilers, Re: Heat</b>	<b>1460.00</b>	<b>35</b>	<b>21,196.20</b>	<b>-</b>			<b>Deleted</b>
	<b>Replace Ranges</b>	<b>1465.10</b>	<b>25</b>	<b>5,000.00</b>	<b>-</b>			<b>Deleted</b>
	<b>Replace Hot-Cold Wtr. Lines</b>	<b>1460.00</b>	<b>37</b>	<b>10,000.00</b>	<b>-</b>			<b>Deleted</b>
	<b>Landscape</b>	<b>1450.00</b>	<b>1000 Sq. Ft.</b>	<b>2,000.00</b>				<b>Deleted</b>
	<b>Replace Selected Doors</b>	<b>1460.00</b>	<b>25</b>	<b>5,000.00</b>				<b>Deleted</b>
	<b>Rep/Repl Selected Screen Doors</b>	<b>1460.00</b>	<b>25</b>	<b>5,000.00</b>				<b>Deleted</b>
	<b>Replace Refrigerators</b>	<b>1465.10</b>	<b>25</b>	<b>5,000.00</b>	<b>-</b>			<b>Deleted</b>
	<b>Replace Range Hoods</b>	<b>1465.10</b>	<b>228</b>	<b>6,000.00</b>				<b>Deleted</b>
	<b>Replace Exterior Lights</b>	<b>1450.00</b>	<b>50</b>	<b>5,000.00</b>				<b>Deleted</b>
	<b>Renovate/Build units to satisfy 504 requirement compliance</b>	<b>1460.00</b>		<b>40,643.10</b>	<b>-</b>			<b>Deleted</b>
	<b>Relocation Costs</b>	<b>1495.10</b>	<b>3</b>	<b>5,000.00</b>	<b>200.00</b>	<b>200.00</b>	<b>200.00</b>	<b>Complete</b>
	<b>Install GFCI outlets</b>	<b>1460.00</b>	<b>100</b>	<b>1,000.00</b>	<b>-</b>			<b>Deleted</b>
	<b>Install Exterior Mail Boxes</b>	<b>1450.00</b>	<b>10</b>	<b>5,000.00</b>	<b>-</b>			<b>Moved to 2008</b>
<b>PA24-2A</b>	<b>Install Security Cameras</b>	<b>1450.00</b>	<b>2</b>	<b>3,000.00</b>	<b>-</b>			<b>Moved to 2008</b>
<b>Jefferson St.</b>	<b>Rep/Replace Interior Plumbing</b>	<b>1460.00</b>	<b>55</b>	<b>5,500.00</b>	<b>-</b>			<b>Deleted</b>
	<b>Replace Selected ranges</b>	<b>1465.10</b>	<b>20</b>	<b>2,000.00</b>	<b>-</b>			<b>Deleted</b>
	<b>Rep/Replace Selected Roofs</b>	<b>1460.00</b>	<b>5</b>	<b>2,000.00</b>	<b>-</b>			<b>Deleted</b>
	<b>Replace VAT Floor Tile</b>	<b>1460.00</b>	<b>10</b>	<b>2,500.00</b>	<b>-</b>			<b>Deleted</b>
	<b>Repair/Replace Exterior Lights</b>	<b>1450.00</b>	<b>20</b>	<b>2,000.00</b>	<b>-</b>			<b>Deleted</b>
	<b>Replace Selected Ref.</b>	<b>1465.10</b>	<b>20</b>	<b>3,000.00</b>	<b>-</b>			<b>Deleted</b>

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

PHA Name:		Grant Type and Number				Federal FY of Grant:		Status of Work
<b>EASTON HOUSING AUTHORITY</b>		Capital Fund Program Grant No. <b>PA26PO2450107</b> Replacement Housing Factor Grant <b>0</b>				<b>2007</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		
				Original	Revised	Funds Obligated	Funds Expended	
	Replace Range Hoods	1465.10	20	2,500.00	-			
	Install GFCI outlets	1460.00	20	500.00	-			
	Replace Interior Lights Comm. Rm.	1470.00	6	500.00	-			
	Replace Retaining Wall	1450.00	1		190,700.00	190,700.00	2005 CFP 5yr.	
	Install GFCI outlets	1460.00	25	500.00	-		Deleted	
PA24-2B	Install Security Cameras	1450.00	2	1,500.00	-		Deleted	
North Union	Rep/Replace Interior Plumbing	1460.00	10	2,000.00	-		Deleted	
Street	Replace Selected ranges	1465.10	10	1,000.00	-		Deleted	
	Rep/Replace Selected Roofs	1460.00	5	1,000.00	-		Deleted	
	Replace VAT Floor Tile	1460.00	10	1,000.00	-		Deleted	
	Repair/Replace Exterior Lights	1450.00	25	1,000.00	-		Deleted	
	Replace Range Hoods	1465.10	20	1,000.00	-		Deleted	
	Replace Interior Lights Comm. Rm.	1470.00	6	500.00	-		Deleted	
	Install Exterior Mail Boxes	1450.00	2	1,000.00	-		Deleted	
PA24-3	Rep/Replace Sidewalks	1450.00	500 LF	500.00	-		Deleted	
DT Annex	Install Security Cameras	1450.00	1	500.00	-		Deleted	
	Replace Selected Siding	1460.00	400 Sq. Ft.	1,500.00	-		Deleted	
	Replace Selected Windows	1460.00	10	1,000.00	-		Deleted	
	Replace Selected Screen Doors	1460.00	20	1,500.00	-		Deleted	
	Replace Exterior Lights	1450.00	25	1,500.00	-		Deleted	
	Replace Range Hoods	1465.10	20	1,000.00	-		Deleted	
	Install GFCI outlets	1460.00	50	1,000.00	-		Deleted	

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
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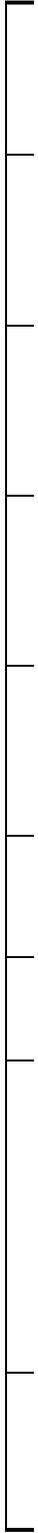




**Annual Statement / Performance and Evaluation Report**  
**Capital fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name:		Grant Type and Number				Federal FY of Grant:		
<b>EASTON HOUSING AUTHORITY</b>		Capital Fund Program Grant No. <b>PA26PO2450107</b> Replacement Housing Factor Grant <b>0</b>				<b>2007</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Non Dwelling Structures	Rehab. Maintenance Bldg.	1470.00	1	5,000.00	-			Deleted
	Replace Windows 508 Bldg	1470.00	5	3,000.00	-			Deleted
	Repair Interior Walls at B & G Club	1470.00	1	7,000.00				Deleted
	Development Security software costs	1408.00	6	13,062.00	-			Deleted
Authority Wide	Rep/Replace Selected Sidewalks, Curbs, Steps, Parking Lots.	1450.00	1000 SF	15,519.10	-			Deleted
	Landscaping Re: 504 Compliance	1450.00	4000 SF	5,000.00	-			Deleted
	Replace Selected Fencing	1450.00	1000 SF	5,000.00	-			Deleted
	Install dusk to dawn sensors	1450.00	10	7,000.00				Deleted
	Install GFCI outlets	1460.00	300	3,000.00	-			Deleted
	504 Requirement Compliance		19 units					
	Inst insulation on drain & supply Pipe	1460.00	14 of 19	3,000.00	-			Deleted
	Lower closet shelf & rods	1460.00	9 of 19	1,000.00	-			Deleted
	Lower Thermostats, mirrors, Cabinets	1460.00	10 of 19	1,000.00	-			Deleted
	Lower viewers in doors	1460.00	12 of 19	1,000.00	-			Deleted
	Install grab bars in bathrooms	1460.00	5 of 19	2,000.00	-			Deleted
	Lower kitchen light control	1460.00	5 of 19	1,000.00	-			Deleted
	Renovate handicap bathroom	1460.00	2 of 19	6,000.00	-			
	Replace Ranges	1465.10	255		84,432.00	84,432.00		2007 5 Yr
	Replace Refrigerators	1465.10	200		80,000.00	80,000.00		2007 5 Yr











**EASTON HOUSING AUTHORITY**

Capital Fund Program Grant No:  
Replacement Housing Factor Grant No:

**PA26PO2450108**

**2008**

#4 6-30-08

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations	171,186.80	171,186.80	-	-
3	1408 Management Improvements	42,853.00	42,853.00	-	-
4	1410 Administration	85,593.40	85,593.40	-	-
5	1411 Audit	500.00	500.00	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	60,000.00	60,000.00	-	-
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	127,388.20	127,388.20	15,316.58	-
10	1460 Dwelling Structures	223,659.50	223,659.50	-	-
11	1465.1 Dwelling Equipment - Nonexpendable	30,000.00	30,000.00	-	-
12	1470 Nondwelling Structures	41,253.10	41,253.10	-	-
13	1475 Nondwelling Equipment	68,500.00	68,500.00	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	5,000.00	5,000.00	-	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	-	-	-	-
20	1502 Contingency	-	-	-	-
21	Amount of Annual Grant (Sum of lines 2-20)	\$ 855,934.00	\$ 855,934.00	\$ 15,316.58	\$ -
22	Amount of line 21 Related to LBP Activities	-	-	-	-
23	Amount of line 21 Related to Section 504 Compliance	-	-	-	-
24	Amount of line 21 Related to Security - Soft Costs	-	-	-	-
25	Amount of line 21 Related to Security - Hard Costs	-	-	-	-
26	Amount of line 21 Related to Energy Conversation Measures	-	-	-	-

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

PHA Name:		Grant Type and Number				Federal FY of Grant:		Status of Work
<b>EASTON HOUSING AUTHORITY</b>		Capital Fund Program Grant Nc <b>PA26PO2450108</b>				<b>2008</b>		
		Replacement Housing Factor G <b>0</b>						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		
				Original	Revised	Funds Obligated	Funds Expended	
AMP# PA	Re-point Brick Exterior	1460.00	37	3,000.00	3,000.00			
024000001	Repair Chimneys	1460.00	5	5,000.00	5,000.00			
PA24-1,6A	Replace Sewer Lines	1450.00	700 Ft	13,388.20	13,388.20			
Delaware	Replace Heat Dist. Lines	1460.00	700 Ft	4,000.00	4,000.00			
Terrace,	Install Security Cameras	1450.00	5	10,000.00	10,000.00			
Delaware	Install Boilers Re: Heat	1460.00	35	5,000.00	5,000.00			
Terrace	Replace Ranges	1465.10	25	5,000.00	5,000.00			
Annex,	Replace Cold Wtr. Lines	1460.00	1000 Ft	5,000.00	5,000.00			
Scattered	Landscaping	1450.00	1000SqFt	2,000.00	2,000.00			
Sites.	Replace Selected Doors	1460.00	25	5,000.00	5,000.00			
	Rep. Selected Screen Doors	1460.00	25	5,000.00	5,000.00			
	Replace Refrigerators	1465.10	25	5,000.00	5,000.00			
	Replace Range Hoods	1465.10	228	6,000.00	6,000.00			
	Replace Exterior Lights	1450.00	50	1,000.00	1,000.00			
	Renovate/Build units to satisfy	1460.00	3	15,000.00	15,000.00			
	*** Repairs 504 Requirements	1460.00	5	10,000.00	10,000.00			
	Relocation Costs	1495.10		5,000.00	5,000.00			
	Replace Electrical outlets	1460.00	100	1,000.00	1,000.00			
	Replace Sidewalks	1450.00	1000 Ft	3,000.00	3,000.00			
	Replace Siding	1460.00	10 Sq.	20,000.00	20,000.00			
	Replace Windows	1460.00	40	5,000.00	5,000.00			
	Replace Screen Doors	1460.00	40	2,000.00	2,000.00			
	Replace Roofs	1460.00	5	5,000.00	5,000.00			
	Replace Curbs	1450.00	1000 Ft.	3,000.00	3,000.00			
	Insulate Houses	1460.00	10	2,000.00	2,000.00			
	Replace Tub/showers	1460.00	40	10,000.00	10,000.00			
	Replace Kitchen Cabinets	1460.00	40	25,000.00	25,000.00			
	Development Security	1450.00	2	2,000.00	2,000.00			
	Repair Interior Walls B&G Club	1470.00	1	4,000.00	4,000.00			

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

PHA Name:		Grant Type and Number				Federal FY of Grant:		
<b>EASTON HOUSING AUTHORITY</b> <b>HOUSING AUTHORITY</b>		Capital Fund Program Grant Nc <b>PA26PO2450108</b> Replacement Housing Factor G <b>0</b>				<b>2008</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP # PA0	Install Central Mail Boxes, Ext.	1450.00	6	10,000.00	9,683.42			
24000001	Install Picnic Tables	1450.00	6	5,000.00	-			Deleted
	Repair/Replace Park Pads	1450.00	12	10,000.00	-			Deleted
	*** Repairs for 504 Compliance							
	Install Peep Holes							
	Lower Cabinets							
	Install Grab Bars							
	Lower Closet Shelves, & Bars							
	Replace Retaining Wall	1450.00	1		15,316.58	15,316.58		
AMP # PA0	Install Security Cameras	1450.00	4	4,000.00	4,000.00			
24000002	Replace Interior Plumbing	1460.00	500 Ft.	4,000.00	4,000.00			
PA24-2A,2B	Replace Ranges	1465.10	20	3,000.00	3,000.00			
Jefferson &	Replace Sel. Roofs	1450.00	5	2,000.00	2,000.00			
N. Union St.	Replace VAT Floor Tile	1460.00	1000 Ft	3,000.00	3,000.00			
	Replace Exterior Lights	1450.00	25	2,000.00	2,000.00			
	Replace Refrigerators	1465.10	20	2,000.00	2,000.00			
	Replace Range Hoods	1465.10	20	1,000.00	1,000.00			
	Replace Electrical Outlets	1460.00	40	500.00	500.00			
	Landscaping	1450.00	500 SqFt	1,000.00	1,000.00			
	Replace Fencing	1450.00	200 L.Ft.	500.00	500.00			
	*** Repairs for 504 Compliance	1460.00	5	5,000.00	5,000.00			
	Install Central Mail Boxes, Ext.	1450.00	3	3,000.00	3,000.00			
	Install Picnic Tables	1450.00	4	3,000.00	3,000.00			
	Replace Interior Lights Comm. Rm.	1470.00	12	1,000.00	1,000.00			
	Replace Heating Systems	1460.00	40	5,000.00	5,000.00			
	Install Electric Meters	1460.00	60	2,000.00	2,000.00			
	*** Repairs for 504 Compliance							

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

PHA Name:		Grant Type and Number			Federal FY of Grant:			
EASTON HOUSING AUTHORITY		Capital Fund Program Grant Nc PA26PO2450108 Replacement Housing Factor G 0			2008			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Authority Wide	Operations	1406.00		171,186.80	171,186.80			
Mgnment Improvement	Advertising	1408.00		5,000.00	5,000.00			
	Staff Training	1408.00		5,000.00	5,000.00			
	MIS Training	1408.00		2,000.00	2,000.00			
	MIS Improvements	1408.00		2,000.00	2,000.00			
	Family Self-Sufficiency	1408.00		2,000.00	2,000.00			
	Resident Initiatives	1408.00		2,000.00	2,000.00			
	Employee Benefits	1408.00		19,853.00	19,853.00			
	Energy Audit	1408.00		5,000.00	5,000.00			
Adminis- tration	Salaries/Employee Benefits	1410.00		81,593.40	81,593.40			
	Legal Fees	1410.00		4,000.00	4,000.00			
Audit	Close Out Programs	1411.00		500.00	500.00			
Fees & Costs	A/E Fees	1430.00		40,000.00	40,000.00			
	Consultants	1430.00		20,000.00	20,000.00			
Non Dwelling Equipment	MIS Hardware	1475.00		45,000.00	45,000.00			
	Office Furniture/Equipment	1475.00		2,000.00	2,000.00			
	Purchase Housing/Maintenance Veh.	1475.00	1	21,500.00	21,500.00			







