

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0 PHA Information
 PHA Name: Bluefield Housing Authority PHA Code: WV018
 PHA Type: Small High Performing (HCV) Standard (PH)
 HCV (Section 8)
 PHA Fiscal Year Beginning: (MM/YYYY): 07/2009

2.0 Inventory (based on ACC units at time of FY beginning in 1.0 above)
 Number of PH units: 165 Number of HCV units: 361

3.0 Submission Type
 5-Year and Annual Plan Annual Plan Only 5-Year Plan Only

4.0 PHA Consortia PHA Consortia: (Check box if submitting a joint Plan and complete table below.)

Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
				PH	HCV
PHA 1: N/A					
PHA 2:					
PHA 3:					

5.0 5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.

5.1 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 for the next five years:
Not Applicable, per 5.0 instructions above

5.2 Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.
Not Applicable, per 5.0 instructions above

6.0 PHA Plan Update

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: **The only PHA Plan elements that have been revised by the PHA since its last Annual Plan submission are the Capital Fund budget pages, which are attached.**

(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions. **The public may obtain copies of the Five-Year and Annual Agency Plan at the Bluefield Housing Authority's administrative offices at 1600 Hill Avenue, Bluefield, WV. The public may also request that a copy of the Plan(s) be mailed to them by contacting the Housing Authority.**

7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p>The Bluefield Housing Authority is not involved in the Hope VI Program, nor are there plans to become involved in mixed finance modernization or development, demolition and/or disposition activities. There also are no plans to convert public housing units.</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable. Parts 8.1 through 8.3, as applicable, are attached and made a part of this Annual Plan.</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing. The Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1, for each current and open CFP grant is attached as a part of this Annual Plan.</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. The Capital Fund Program Five-Year Action Plan, form HUD-50075.2, is attached as a part of this Annual Plan.</p>
8.3	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>

Housing Needs.

Using the latest available information, the Bluefield Housing Authority has determined the following Housing Needs:

Strategy for Addressing Housing 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. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.

The Bluefield Housing Authority has adopted the following strategies:

1. Maximize the number of affordable units available within its current resources by (a) employing effective maintenance and management policies to minimize the number of public housing units off-line; (b) reduce the turnover time for vacated public housing units; (c) reduce the time to renovate public housing units; (d) maintain or increase HCV lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction; and (e) maintain or increase lease-up rates in the HCV Program by marketing the program to owners, particularly those outside areas of minority and poverty concentration. The BHA is current in an overleased situation with Section 8 Vouchers, so the referenced strategies will be utilized when the agency is again able to lease units.
2. Increase the number of affordable housing units by (a) applying for additional HCV Program vouchers should they become available, and (b) pursue housing resources other than public housing tenant-based assistance.
3. Target available assistance to families at or below 30% of AMI by (a) exceeding HUD federal targeting requirements for families at or below 30% of AMI in the HCV program; and (b) adopting rent policies to support and encourage work.
4. Target available assistance to families at or below 50% of AMI by (a) employing admissions preferences aimed at families who are working; and (b) adopting rent policies to encourage work.
5. Target available assistance to the elder by applying for special-purpose vouchers targeted to the elderly should they become available.
6. Target available assistance to families with disabilities by (a) applying for special purpose vouchers targeted to families with disabilities should they become available; and (b) affirmatively market to local non-profit agencies that assist families with disabilities.
7. Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs by affirmatively marketing to races/ethnicities shown to have disproportionate housing needs.
8. Conduct activities to affirmatively further fair housing by counseling voucher holders as to location of units outside of areas of poverty or minority concentrations and assist them in locating those units.

9.1

Additional Information. Describe the following, as well as any additional information HUD has requested.

(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"

(a) The Bluefield Housing Authority has been able to meet several of the missions and goals stated in its last five-year plan, including the employment of several of the listed strategies. The Authority has undertaken efforts to better explain the HCV program and how to find units in its briefings to new voucher holders. This has resulted in 100% lease up of the Voucher program which as referenced above has caused the agency to over-lease based on funding available (not based on units awarded); the agency has made significant improvements in the down time of public housing units; the agency has worked to make the public housing units more marketable by providing excellent upkeep of units, resident services, and making the agency available after normal business hours to attract families who work; the agency's security efforts through use of security cameras, strict lease enforcement, and thoroughly explaining the lease to new families moving in to public housing, has helped to increase security in the developments; the agency continues to include in all advertisements that assistance is provided without regard to race, color, religion, national origin, sex, familiar status and/or disability by display of the Equal Opportunity Housing Logo.

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(b) The Housing Authority hereby defines "Substantial Deviation" and "Significant Amendment or Modification" as actions that cause:

1. Changes to rent or admissions policies or organization of the waiting list;
2. Additions of non-emergency work items (items not included in the annual statement or five-year action plan) which exceed \$25,000, or changes in use of replacement reserve funds under the Capital Fund Program;
3. Additions of new activities not previously included in the PHDEP Plan, if applicable;
4. Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

An exception to this definition will be made for any amendments or modifications that are adopted to reflect changes in HUD regulatory requirements or for emergency work items not previously identified in the agency's Plan. Such changes will not be considered significant amendments by the Housing Authority or by HUD.

- 11.0** **Required Submission for HUD Field Office Review.** In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Faxed copies of these documents will not be accepted by the Field Office.
- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights)
 - (b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only)
 - (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only)
 - (d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only)
 - (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only)
 - (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.
 - (g) Challenged Elements
 - (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only)
 - (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only)

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

PHA Name: Bluefield Housing Authority	Grant Type and Number Capital Fund Program Grant No: WV15S01850109 Replacement Housing Factor Grant No:	Federal FY of Grant: 2009
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	\$32,262			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$25,500			
8	1440 Site Acquisition				
9	1450 Site Improvement	\$40,000			
10	1460 Dwelling Structures	\$214,863			
11	1465.1 Dwelling Equipment— Nonexpendable	\$7,000			
12	1470 Nondwelling Structures	\$3,000			
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	\$322,625			
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504	\$164,762			

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

PHA Name: Bluefield Housing Authority	Grant Type and Number Capital Fund Program Grant No: WV15S01850109 Replacement Housing Factor Grant No:	Federal FY of Grant: 2009
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: Bluefield		Grant Type and Number Capital Fund Program Grant No: WV15S01850109 Replacement Housing Factor Grant No:				Federal FY of Grant: 2009			
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
WV15-P018 001/003	Administration Costs		1410		\$32,262				
	Fees and Costs A&E Fees		1430		\$25,500				
	Site Improvements Completion of 504 requirements		1450		\$40,000				
	Dwelling Structures Completion of 504 requirements And Roofing of Dwelling Unit Bldgs		1460		\$214,863				
	Dwelling Equipment Replacement of appliances to comply with 504 requirements		1465.1		\$7,000				
	Non-Dwelling Structures 504 compliance work to office		1470		\$3,000				

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

PHA Name: Bluefield		Grant Type and Number Capital Fund Program Grant No: WV15S01850109 Replacement Housing Factor Grant No:				Federal FY of Grant: 2009			
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
	TOTAL				\$322,625				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Bluefield Housing Authority	Grant Type and Number Capital Fund Program Grant No: WV15P01850109 Replacement Housing Factor Grant No:	Federal FY of Grant: 2010
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	\$50,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$20,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	\$10,000			
10	1460 Dwelling Structures	\$150,000			
11	1465.1 Dwelling Equipment— Nonexpendable	\$25,000			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	\$255,000			
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504				

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

PHA Name: Bluefield Housing Authority	Grant Type and Number Capital Fund Program Grant No: WV15P01850109 Replacement Housing Factor Grant No:	Federal FY of Grant: 2010
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Bluefield		Grant Type and Number Capital Fund Program Grant No: WV15P01850109 Replacement Housing Factor Grant No:				Federal FY of Grant: 2010			
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

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

PHA Name: Bluefield Housing Authority	Grant Type and Number Capital Fund Program Grant No: WV15P01850108 Replacement Housing Factor Grant No:	Federal FY of Grant: 2009
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 03/31/2009 Final Performance and Evaluation Report This serves as
both P & E AND FINAL REPORT.

Lin e No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	As per revision 3/12/09			
2	1406 Operations	199,276		199,276	199,276
3	1408 Management Improvements Soft Costs Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	4,780		4,780	4,780
8	1440 Site Acquisition				
9	1450 Site Improvement	0		0	0
10	1460 Dwelling Structures	50,822		50,822	50,822
11	1465.1 Dwelling Equipment— Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	0		0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	254,878		254,878	254,878

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

PHA Name: Bluefield Housing Authority	Grant Type and Number Capital Fund Program Grant No: WV15P01850108 Replacement Housing Factor Grant No:	Federal FY of Grant: 2009
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 03/31/2009 Final Performance and Evaluation Report This serves as
both P & E AND FINAL REPORT.

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/H A-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2010 PHA FY: 2010	Work Statement for Year 3 FFY Grant: 2011 PHA FY:2011	Work Statement for Year 4 FFY Grant: 2012 PHA FY:2012	Work Statement for Year 5 FFY Grant: 2013 PHA FY:2013
WV018P018-001/003	Annual Statement	Appliance replacement, fixture replacement, interior doors, operations, maintenance equipment, fees and costs, roofing, , bath tub replacement, site work	Appliance replacement, fixture replacement, operations, maintenance equipment, fees and costs, roofing, window replacement, site work, office equipment, termite treatment, concrete work	Cycle painting, operations, fees and costs, window replacement, site improvements, replace entrance doors, community room, furnace replacement	Community room, fees and costs, site improvements, non-dwelling equipment, operations, fees and costs, community space equipment Furnace equipment
Total CFP Funds (Est.)		250,000	250,000	250,000	250,000
Total Replacement Housing Factor Funds					

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

Activities for Year 1	Activities for Year : 2010 FFY Grant:2010 PHA FY: 2010			Activities for Year: 2011 FFY Grant:2011 PHA FY: 2011		
SEE ANNUAL STMT	DEVELOPMENT NAME/NUMBER	MAJOR WORK CATEGORIES	ESTIMATED COST	DEVELOPMENT NAME/NUMBER	MAJOR WORK CATEGORIES	ESTIMATED COST
	WV15P018-001/003	1465.1 – Dwelling Equipment: Appliance Replacement	25,000		1465.1 – Dwelling Equipment: Appliance Replacement	25,000
		1460 Dwelling Structures Interior doors Tub replacement Roof replacement Fixtures replacement Lighting replacement	120,000		1460 Dwelling Structures Tub replacement Window replacement Roof replacement Fixtures replacement Termite treatment	130,000
		1450- Site Improvements Landscaping, retaining walls	30,000		1450- Site Improvements Concrete work, site improvements	20,000
		1475 – NonDwelling Equipment Maintenance equipment	20,000		1475 – NonDwelling Equipment Office equipment	20,000
		1406 - Operations	45,000		1406 - Operations	45,000
		1430 – A&E Fees	10,000		1430 – A&E Fees	10,000
			250,000			250,000

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

Activities for Year 1	Activities for Year : 2012 FFY Grant:2012 PHA FY: 2012			Activities for Year: 2013 FFY Grant:201 PHA FY:2013		
SEE ANNUAL STMNT	DEVELOPMENT NAME/NUMBER	MAJOR WORK CATEGORIES	ESTIMATED COST	DEVELOPMENT NAME/NUMBER	MAJOR WORK CATEGORIES	ESTIMATED COST
		1465.1 – Dwelling Equipment: Furnace replacement	50,000		1465.1 – Dwelling Equipment: Furnace replacement	150,000
		1460 Dwelling Structures Cycle painting Window replacement Entrance doors replacement	40,000		1460 Dwelling Structures Cycle painting Window replacement	30,000
		1450- Site Improvements Landscaping, concrete work	10,000		1450- Site Improvements Landscaping, concrete work	10,000
		1470 – NonDwelling Structures Community room	100,000		1475 – NonDwelling Equipment Community room equipment	10,000
		1406 - Operations	40,000		1406 - Operations	40,000
		1430 – A&E Fees	10,000		1430 – A&E Fees	10,000
			250,000			250,000