

6.0	<p>PHA Plan Update</p> <p>Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: The BCHA has not made any material revisions from the previous Annual Plan Submission. <u>ALL PHA PLAN ELEMENTS are summarized in attachments.</u></p>
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> N/A</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable. See Attachments</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. See Attachments</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. See Attachments</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. N/A</p>
9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. See Attachments</p>
9.1	<p>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. See Attachments</p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested. See Below</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p>
11.0	<p>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.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

Instructions form HUD-50075

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

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

2.0 Inventory

1.0 PHA Information

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

3.0 Submission Type

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

4.0 PHA Consortia

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

5.0 Five-Year Plan

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

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

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

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

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

PHA Plan Elements. (24 CFR 903.7)

- 1. Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.
- 2. Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of

funds supporting each Federal program, and state the planned use for the resources.

- 3. Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
- 4. Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
- 5. Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
- 6. Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
- 7. Community Service and Self-Sufficiency.**
A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
- 8. Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: **(i)** A description of the need for measures to ensure the safety of public housing residents; **(ii)** A description of any crime prevention activities conducted or to be conducted by the PHA; and **(iii)** A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.
- 9. Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
- 10. Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
- 11. Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
- 12. Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the

long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.

- 13. Violence Against Women Act (VAWA).** A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

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

- (a) Hope VI or Mixed Finance Modernization or Development. 1)** A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>

- (b) Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: **(1)** A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and **(2)** A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at:

http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm

Note: This statement must be submitted to the extent that **approved and/or pending** demolition and/or disposition has changed.

- © Conversion of Public Housing.** With respect to public housing owned by a PHA: **1)** A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or that the public housing agency plans to voluntarily convert; **2)** An analysis of the projects or buildings required to be converted; and **3)** A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

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

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

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

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

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

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

8.2 Capital Fund Program Five-Year Action Plan

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

8.3 Capital Fund Financing Program (CFFP). Separate, written HUD approval is required if the PHA proposes to pledge any portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

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

9.1 Strategy for Addressing Housing Needs.

Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

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

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

complete only for Annual Plan submitted with the 5-Year Plan.)

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

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

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

PHA Plan Elements 6.0

1. Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures

A. Public Housing

(1) Eligibility

- a. **When does the PHA verify eligibility for admission to public housing?**
 - **When families are within a certain number of being offered a unit (1)**
- b. **Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing?**
 - **Criminal or Drug-related activity**
 - **Rental History**
 - **Housekeeping**
- c. **Does the PHA requests criminal records from local law enforcement agencies for screening purposes?**
 - **Yes**
- d. **Does the PHA requests criminal records from State law enforcement agencies for screening purposes?**
 - **When warranted**
- e. **Does the PHA access FBI criminal records from the FBI for screening purposes?**
 - **No**

(2) Waiting List Organization

- a. **Which methods does the PHA plan to use to organize its public housing waiting list?**
 - **Site-based waiting list.**
- b. **Where may interested persons apply for admission to public housing?**
 - **PHA main administrative office**

(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?**
 - **One**
- b. **Is this policy consistent across the waiting list?**
 - **Yes**

(4) Admission Preferences

- a. **Income targeting**

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?

 - **No**

b. Transfer policies:

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

- **Emergencies**
- **Medical justification**
- **Administrative reasons determined by the PHA (permit modernization work)**

c. Preferences

1. Has the PHA established preferences for admission to public housing (other than date and time of application)?

- **Yes**

**2. Which of the following admission preferences does the PHA plan to employ in the coming year?
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% of income)**

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.

Former Federal preferences:

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

4. Relationship of preferences to income targeting requirements:

- **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?

- **The PHA-resident lease**
- **The PHA's Admissions and (Continued) Occupancy policy**
- **The PHA briefing seminars or written materials**

b. How often must residents notify the PHA of changes in family composition?

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

(6)Deconcentration and Income Mixing

Does the PHA have any general occupancy public housing developments covered by the deconcentration rule?

- No

B. Section 8

(1) Eligibility

a. What is the extent of screening conducted by the PHA

- 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

b. Does the PHA request criminal records from local law enforcement agencies for screening purpose?

- Yes.

c. Does the PHA request criminal records from State law enforcement agencies for screening purposes?

- No.

d. Does the PHA access FBI criminal records from the FBI for screening purposes (either directly or through an NCIC-authorized source)

- No.

e. Indicate what kinds of information you share with prospective landlords?

- Criminal or drug related activity
- Other factual information regarding their lease provisions that is supported by documentation in the file at the Boone County Housing Authority.

(2) Waiting List Organization

a. With which of the following program waiting lists is the Section 8 tenant-based assistance waiting list merged?

- None

b. Where may interested persons apply for admission to Section 8 tenant-based assistance?

- PHA main administrative office

(3) Search Time

Does the PHA give extensions on standard 60-day period to search for a unit?

- Yes

Disabled households requiring an accessible unit will be granted 60 additional days upon request.

(4)Admissions Preferences

a. Income targeting

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?

- No

b. Preferences

Has the PHA established preferences for admission to Section 8 tenant-based assistance?

- **No**

(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?

- **The Section 8 Administrative Plan**
- **Briefing Sessions and written material**

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

- **Through published notices**

2. Financial Resources

	Financial Resources: Planned Sources and Uses	
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 20 grants		
a. Public Housing Operating Fund	\$ 159,278	
b. Public Housing Capital Fund		
c. HOPE VI Revitalization		
d. HOPE VI Demolition		
e. Annual Contributions for Section 8 Tenant-Based Assistance	\$1,563,890	
f. Resident Opportunity and Self- Sufficiency Grants		
g. Community Development Block Grant		
h. HOME		
Other Federal Grants(list below)		
2. Prior Year Federal Grants(unobligated funds only)list below		
2008	\$ 52,259.57	
AARP WV15504250109	133,660.00	
3. Public Housing Dwelling Rental	\$ 168,430	
4. Other income(list below)		
Laundry Income	\$ 7,530	
5. Non-federal sources(list below)		
Black Diamond Villas	\$ 23,320	
Total resources	\$2,108,367.57	

3. PHA Rent Determination Policies

A. Public Housing

(1)Income Based Rent Policies

a. Use of discretionary policies:

- 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).

b. Minimum Rent

1. The Boone County Housing Authority has instituted a minimum rent of \$50 per month.
2. Has the PHA adopted any discretionary minimum rent hardship exemption policies?
 - No

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

Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

- No

d. Ceiling rents

Do you have ceiling rents?

- No

e. Rent re-determinations:

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?

- Anytime the family experiences an income increase

f. 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?

- No

(2) Flat Rents

In setting the market-based flat rents, what source of information did the PHA use to establish comparability?

- The Section 8 rent reasonableness study of comparable housing
- Survey of similar unassisted units in the neighborhood

B. Section 8 Tenant-Based Assistance

(1) Payment Standards

a. What is the PHA's payment standard?

- The BCHA's payment standard is currently at 90% of the FMR

b. If the payment standard is lower than FMR, why has the PHA selected this standard?

- a. FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- b. Reflects market or submarket

c. How often are payment standards reevaluated for adequacy?

- Annually

d. What factors will the PHA consider in its assessment of the adequacy of its payment standards?

- Success rates of assisted families
- Funding

(2) Minimum Rent

a. What amount best reflects the PHA’s minimum rent?

- \$0

b. Has the PHA adopted any discretionary minimum rent hardship exemption policies?

- No

4. Operations and Management

A. PHA Management Structure

An organization chart showing the PHA’s management structure and organization is attached.

B. HUD Programs Under PHA Management

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	75	10
Section 8 Vouchers	497	30%
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Voucher(list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs (list individually)		
VASH Vouchers	N/A	
Enhanced Vouchers	N/A	

C. The Boone County Housing Authority has adopted 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, including the following:

(1) Public Housing Maintenance and Management:

- Admissions and Occupancy Policy
- Maintenance Policy

(2) Section 8 Management:

- Section 8 Administrative Plan

5. Grievance Procedures

A. Public Housing

1. The Boone County Housing Authority has not established written grievance procedures in addition to federal requirements found at 24CFR Part 966, Subpart B, for residents of public housing.

2. Residents or applicants to public housing should contact the Boone County Housing Authority Administrative Office to initiate the PHA grievance process.

B. Section 8 Tenant-Based Assistance

1. The Boone County Housing Authority has not 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.
2. Applicants or assisted families should contact the Boone County Housing Authority Administrative Office to initiate the informal review and informal hearing processes.

6. Designated Housing for Elderly and Disabled Families

N/A

7. Community Service and Self-Sufficiency

BCHA attracts supportive services to increase independence for the elderly or families with disabilities.

8. Safety and Crime Prevention

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

The Boone County Housing Authority has an open door policy for all residents with safety concerns and we address these issues on an as need basis.

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

The Boone County Housing Authority has a full time resident night manager on site. We have security cameras and locked entrance doors. Our five-year plan includes increasing lighting on our parking lot.

C. Coordination between PHA and the police

The local police department patrols regularly on our Housing Authority property.

9. Pets

The Boone County Housing Authority's Admissions and Occupancy Policy includes a pet policy. This policy is available for review at the Administrative Office of the Housing Authority.

10. Civil Rights Certification

The Boone County Housing Authority can document that it examines its programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

11. Fiscal Year Audit

The results of the most recent fiscal year-end audit for the Boone County Housing and Redevelopment Authority stated the Authority complied, in all material respects, with the requirements that are applicable to each of its Federal programs for the year end September 30, 2008. The audit report contained no findings or recommendations.

12. Asset Management

The Boone County Housing and Redevelopment Authority has been performing asset management skills as of April 2007. The Authority submitted year one stop loss in April 2007. The Department of Housing advised the BCHA that we had demonstrated a successful conversion to asset management in February 2008.

13. Violence Against Women Act (V)AWA

The Boone County Housing and Redevelopment Authority has added to both Section 8 and Public Housing Lease and addendum addressing our policy regarding protection for victims of abuse. The Housing Authority gives out pamphlets (Learn About Your Rights as a Victim of Domestic Violence) to all new residents and to all residents at recertification. We have included in the pamphlets the name, address and toll free number (24 hour hotline). The Housing Authority networks with the YWCA Resolve Family Abuse Program, the Department of Health and Human Resources and the Community Action Agency.

9.0 Housing Needs

Housing Needs of Families in the Jurisdiction By Family Type

Name of Jurisdiction: Boone County, WV	Source of Data: CHAS DATA Book			
		Renters		
Household by Type, Income, & Housing Problem	Extra Elderly 1 & 2 Member Households	Elderly 1 & 2 Member Households	All Other Households	Total Renters
	(A)	(B)	(C)	(D)
1. Household Income <=50%MFI	50	49	305	404
2. Household Income<=30%MFI	10	35	220	265
% with any housing problems	0	71.4	65.9	64.2
3. Household Income>30 to<=50% MFI	40	14	85	139
% with any housing problems	50	28.6	47.1	46
4. Household Income >50 to<=80%MFI	19	25	120	164
% with any housing problems	21.1	40	25	26.8
5. Household Income>80% MFI	30	14	123	167
% with any housing problems	0	0	6.5	4.8
6. Total Households	99	88	548	735
% with any housing problems	24.2	44.3	40.7	38.9

The BCHA utilized U.S. Census data, specifically the Comprehensive Housing Affordability Strategy (CHAS) dataset, to determine housing needs for the jurisdiction.

Housing Needs of Families on the PHA'S Waiting Lists

Waiting list type:

Combined Section 8 and Public Housing

	# of families	% of total families	Annual Turnover
Waiting list total	288/24	100%/100%	665/8
Extremely low income <=30% AMI	169/8	59%/33%	
Very low income (>30%but<=50% AMI)	78/12	27%/50%	
Low income (>50% but <80% AMI)	41/4	14%/17%	
Families with children	173/0	60%/0	
Elderly families	7/12	3%/50%	
Families with Disabilities	79/13	28%/54%	
Hispanic	0/0	0/0	
Non-Hispanic	0/0	0/0	
White	286/24	100%/100%	
Black	2/0	0%/0%	

9.1 Strategy for Addressing Needs

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:

- **Employ effective maintenance and management policies to minimize the number of public housing units off-line**
- **Reduce turnover time for vacated public housing units**
- **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**

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

- **Apply for additional section 8 units should the become available**
- **Pursue housing resources other than public housing or section 8 tenant-based assistance**

10.0 Additional Information

A. Progress in Meeting Mission and Goals

The BCHA has met or exceeded all of our goals and objectives outlined in the last five-year plan and agency plan to the best of our knowledge and belief. Public Housing has been a high performer for nine of the past nine years and the Section 8 program has been a high performer for seven of the past nine years. Additionally, we have aggressively pursued the Capital Fund program since our initial involvement. Some of our larger improvements include building stabilization, roof replacements, replacement HVAC for the dwellings and common areas, new stoves and refrigerators, accessibility improvements of grab bars and curb cut, new video surveillance, intercom upgrade, fire alarm upgrade, panic alarm upgrade, exterior lighting improvements, new locks, new emergency generator, new carpet and tile for the common areas, the painting of the entire building, installation of window blinds in each apartment, installed new kitchen cabinets, installed new bathroom vanities and medicine cabinets and replaced the flat roof on our pump room. The BCHA has and continues to strive to assist low-income residents with safe, decent and affordable housing opportunities as they strive to improve the quality of their lives. The BCHA is committed to operating in an efficient and professional manner. The Authority will continue to work hand in hand with the different agencies in our communities to better accomplish our goals. BCHA holds a favorable reputation in the community and Black Diamond Arbors is perceived as an important part of the infrastructure of Boone County.

B. Criteria for Substantial Deviations and Significant Amendments

PHA changes to the policies or activities described in this Plan will be subject to a full public meeting and HUD review before implantation; and that an exception to this definition will be made for any amendments or modifications that are adopted to reflect changes in HUD regulatory requirements; such changes will not be considered significant amendments by HUD or BCHA. Additionally, BCHA will have the authority and responsibility to accomplish capital funds type of work that is inadvertently overlooked and not included in the five year or annual plan, but becomes necessary during the course of the plan year. In event such work becomes necessary, the BCHA will include such revision to the CFP budget with the next agency plan and discuss it in the next public meeting. The Executive Director reserves the right to discuss the need for such work with any person or entity that she/he deems appropriate. HUD will not normally be notified nor HUD approval sought for such work. Only if more than the funds available in one year of CFP funding will be considered a significant amendment. In such instances, HUD approval and the public meeting cycle will be observed.

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan**

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

**Certification by State or Local Official of PHA Plans Consistency with the
Consolidated Plan**

I, James Gore the Administrator of the Boone County Commission certify that the Five Year and Annual PHA Plan of the Boone County Housing & Redevelopment Authority is consistent with the Consolidated Plan of State of West Virginia prepared pursuant to 24 CFR Part 91.

James A. Gore BCC, Adm 6-26-09

Signed / Dated by Appropriate State or Local Official

Civil Rights Certification

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

Civil Rights Certification

Annual Certification and Board Resolution

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing.

Boone County Housing & Redevelopment
Authority

WV042

PHA Name

PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)	
Name of Authorized Official	Title
Michele McCormick	Acting Executive Director
Signature <i>michele mccormick</i>	Date 6/26/09

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the X 5-Year and/or X Annual PHA Plan for the PHA fiscal year beginning 10/1/09 hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

Boone County Housing &
Redevelopment Authority

WV042

PHA Name

PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20 09 - 20 13

Annual PHA Plan for Fiscal Years 20 09 - 20

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Belinda Hill	Chairman
Signature	Date
<i>Belinda A. Hill</i>	6-9-09

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Boone County Housing and Redevelopment Authority

Program/Activity Receiving Federal Grant Funding

Capital Funds Program

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. Sites for Work Performance. The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Check here if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Michele McCormick

Title

Acting Executive Director

Signature

X Michele McCormick

Date

6/26/09

Certification of Payments to Influence Federal Transactions

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

Applicant Name

Boone County Housing & Redevelopment Authority

Program/Activity Receiving Federal Grant Funding

Capital Funds Program

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official Michele McCormick	Title Acting Executive Director
Signature <i>Michele McCormick</i>	Date (mm/dd/yyyy) 6/26/09

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known: 4c	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known: 3rd	
6. Federal Department/Agency: U.S. Department of Housing & Urban Development	7. Federal Program Name/Description: CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$ unknown	
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): None	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI):	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u>Michelle McCormick</u> Print Name: <u>Michelle McCormick</u> Title: <u>Acting Executive Director</u> Telephone No.: <u>(304) 369-3442</u> Date: <u>6/26/09</u>	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

Minutes of Public Meeting held on June 16, 2009 at 10:00 AM.

**Location of the meeting: 824 Lick Creek Road Black Diamond Arbors
Danville, WV 25053.**

Persons In Attendance:

Michele McCormick	Wanda Riffle	Janet Holstein
Kathy Workman	Teddy Riffle	Brenda Loftis
Howard Sigmon	Blanche Keene	Ray Elkins
Pauline Boggs	Evelyn Bell	Jean Sanson
LeRoy Elkins	Rebecca McKinney	Ruby Bragg
Hazel Peters	Darlene Doss	Thelma Hager
Virginia Asbury	Shelby Thurmond	Kathryn V. Ball
Bess Sester	Brookie Hunter	Mary Hunter
Violet Williams	Erma Bowen	Frances Smith

Items Discussed:

Kathy G. Workman, Acting Deputy Director opened the meeting and thanked everyone for their attendance. Ms. Workman proceeded to introduce Michele McCormick as the new Acting Executive Director. Ms. McCormick explained this year we would be submitting our 5 years and annual plan to HUD. The purpose of the meeting was to discuss any concerns, questions or comments anyone may have pertaining to our Agency Plan. Ms. McCormick stated that the Agency's 5-year and annual plan was available if anyone wishes to review the plan.

Ms. McCormick, Acting Executive Director and Section 8 Manager stated that no new policies changes had been made this year for the Section 8 Program.

Kathy Workman, Public Housing Manager stated that no new policies changes had been made this year for Public Housing. Ms. Workman continued to discuss the Agency's 5-year and Annul Plan and what information was used in preparing the Agency Plan. Ms. Workman ask Howard Sigmon, Head Maintenance to discuss the work items for the Capital Fund Programs that were projected for the upcoming years. Mr. Sigmon went over each line item in each CFP budget. Mr. Sgimon first discussed the new windows that will be installed in the early fall. The money for the windows will come mostly from the American Recovery and Reinvestment Act and the remainder from CFP 2009. Mr. Sigmon brought into the meeting a model of the type of window that will be installed. All the residents in attendance seemed to be very pleased with the new window. Howard, next discussed the need to have our Fire Sprinkler System updated, other work items discussed were: Low Flow Toilets, Water efficient shower heads, Air handler unit for the 2nd floor and HVAC Replacements, Cycle Painting, Replace Door Handles, Parking and Resurface Repairs, 504 Improvement, Replace Main Entrance Power Door, Replace Garage Door, Sidewalk Repairs, Additional Site Lighting, Upgrade CCTV & Camera, Update Handrails in Stairwells, Replace Bathroom Light & Fan, Replace Kitchen Ceiling

Lights, Install tile at Pavilion. After discussing the above mention work items the residents agreed with the work items.

Ms. Workman, asked the residents for any input they would like to add or change to the Agency Plan. Janet Holstein ask to have another bench purchased for the front entrance so more people could set out front. Ms. Workman stated there was not enough room to place another bench out front. Ms. Holstein also requested that the shrubs on each side of the seating area be cut down some so they could have a better view. Ms. McCormick stated that this would be done but it was not a priority at this time do to other more important work items such as the Sprinkler System. The residents had another request and that was to have new ceiling fans installed under the front entrance setting area. Ms. McCormick stated that we would do our best to purchase and install new fans but this will come from our operating budget. Another request was made to have the Project Sign moved from one side to the other; this will also be done as soon as possible.

Ms. Workman asked Howard Sigmon, Maintenance Supervisor to go over the work that had been completed with the Capital Funds Money. Mr. Sigmon discussed the many projects that we have completed with the Capital Funds Money such as: New Kitchen Cabinets and Bathroom Vanity and Medicine Cabinet, Emergency generator, new ranges and refrigerators in the apartments, closet doors, new intercom system, cameras, tile and carpet in the common area and entrance, painting of the apartments and common areas, emergency pull cords, building stabilization and reroofing as completed several years ago.

Ms. McCormick stated to the residents that she wants to continued to make Black Diamond Arbors a safe, clean, decent and affordable place to live. Ms. McCormick stated that each resident needs to be tolerant with each other. She emphasized that our office doors are always open to your suggestions and concerns, however there has been many petty disagreements lately that is consuming unnecessary management hours, therefore she encouraged everyone to try and get along, exercise patients and try to treat others like you would like to be treated.

After the above matters were discussed, Ms. McCormick asked if there were any other issues to be discussed. They're being nothing else to discuss, Ms. McCormick closed the meeting and thanked everyone for their participation.

The Boone County Housing and Redevelopment Authority 5-year and Annual Plan had no challenged elements.

Minutes taken by:
Kathy G. Workman

Kathy G. Workman
Michele McCormick / Acting Ex. Director

Part I: Summary	
PHA Name: Boone County Housing & Redevelopment Authority	Grant Type and Number Capital Fund Program Grant No: WV15P04250107 Replacement Housing Factor Grant No: Date of CFFP:
FFY of Grant: 2007 FFY of Grant Approval:	

Type of Grant
 Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 05/30/09 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	18,600.00	18,600.00	18,600.00	12,400.00
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	9,000.00	12,500.00	12,500.00	12,500.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	78,634.00	75,134.00	75,134.00	75,134.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

¹ To be completed for the Performance and Evaluation Report.

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

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

⁴ RHF funds shall be included here.

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

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

Part I: Summary					
PHA Name: Boone County Housing and Redevelopment Authority	Grant Type and Number Capital Fund Program Grant No: WV15P04250107 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant:2007 FFY of Grant Approval:			
Type of Grant					
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:)	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 05/30/09		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	106,234.00	106,234.00	106,234.00	100,034.00
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director (Acting) Michele McCormick Date 06/26/09			Signature of Public Housing Director		Date

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Part I: Summary			
PHA Name: Boone County Housing and Redevelopment Authority	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:30%;">Grant Type and Number Capital Fund Program Grant No: WV15P042501-08 Replacement Housing Factor Grant No: Date of CFFP:</td> <td style="width:70%;">FFY of Grant: 2008 FFY of Grant Approval:</td> </tr> </table>	Grant Type and Number Capital Fund Program Grant No: WV15P042501-08 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2008 FFY of Grant Approval:
Grant Type and Number Capital Fund Program Grant No: WV15P042501-08 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2008 FFY of Grant Approval:		

Type of Grant
 Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 05/30/08 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	21,600.00			
3	1408 Management Improvements	6,000.00			
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	12,000.00		9,500.00	9,297.87
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	75,079.00		52,919.43	52,919.43
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

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

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

Part I: Summary					
PHA Name: Boone County Housing and Redevelopment Authority	Grant Type and Number Capital Fund Program Grant No: WV15P042501-08 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant:2008 FFY of Grant Approval:			
Type of Grant					
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:)	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 05/30/09		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	114,679.00	114,679.00	62,419.43	62,217.30
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director (Acting) Michele McCormick Date 06/26/2009			Signature of Public Housing Director		Date

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Part I: Summary	
PHA Name: Boone County Housing and Redevelopment Authority	Grant Type and Number Capital Fund Program Grant No: WV15P042501-09 Replacement Housing Factor Grant No: Date of CFFP:
FFY of Grant: 2009 FFY of Grant Approval:	

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

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	45,872.00			
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	9,500.00			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	59,307.00			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

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

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

Part I: Summary					
PHA Name: Boone County Housing and Redevelopment Authority	Grant Type and Number Capital Fund Program Grant No: WV15P042501-09 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2009 FFY of Grant Approval:			
Type of Grant					
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:)	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	114,679.00			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director Michele McCormick Date 06/26/2009			Signature of Public Housing Director		Date

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Part II: Supporting Pages								
PHA Name: Boone County Housing and Redevelopment Authority		Grant Type and Number Capital Fund Program Grant No: WV15P042501-09 CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2009			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
WV042000001	Operations	1406		45,872.00				
WV042000001	A & E Fees	1430		9,500.00				
WV042000001	Water Efficient Shower Head	1460		8,500.00				
WV042000001	Low-Flow Toilets (Phase I)	1460		10,000.00				
WV042000001	Window Replacement (Phase II)	1460		27,244.00				
WV042000001	Infrared door entry protection for elevator	1460		1,500.00				
WV042000001	Air Handler Unit	1460		5,000.00				
WV042000001	HVAC Replacement	1460		7,063.00				

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

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/20011

Part I: Summary						
PHA Name/Number		Locality (City/County & State)			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name	Work Statement for Year 1 FFY _2009	Work Statement for Year 2 FFY 2010	Work Statement for Year 3 FFY _2011_	Work Statement for Year 4 FFY _2012_	Work Statement for Year 5 FFY 2013_
B.	Boone County Housing and Redevelopment Authority WV042000001	Physical Improvements Subtotal	82,244.00	82,244.00	81,244.00	81,244.00
C.	Management Improvements					
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration					
F.	Other -Fees & Cost		9,500.00	9,500.00	10,500.00	10,500.00
G.	Operations		22,935.00	22,935.00	22,935.00	22,935.00
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds		114,679.00	114,679.00	114,679.00	114,679.00
L.	Total Non-CFP Funds					
M.	Grand Total					

Part I: Summary (Continuation)						
PHA Name/Number		Locality (City/county & State)			<input type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY _____	Work Statement for Year 2 FFY _____	Work Statement for Year 3 FFY _____	Work Statement for Year 4 FFY _____	Work Statement for Year 5 FFY _____
		Annual Statement				

