

1.0	PHA Information PHA Name: <u>Housing Authority of Manchester</u> PHA Code: <u>KY-066</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>04/2010</u>
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2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>32</u> Number of HCV units: _____
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3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only
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4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)
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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:					
PHA 2:					
PHA 3:					

5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.
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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: <i>The mission of the Housing Authority of Manchester (HAM) is to provide quality housing to eligible people in a professional, fiscally prudent manner and be a positive force in our community by working with others to assist families with appropriate supportive services.</i>
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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. <i>See Goals & Objectives as presented below (page 2)</i>
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6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: <i>ACOPP</i> (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. <i>306 Town Branch Road, Manchester, KY 40962</i>
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7.0	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> <i>Not Applicable (N/A)---None</i>
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8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.
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8.1	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.
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8.2	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.
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8.3	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. <i>Not Applicable</i>
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9.0	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. <i>See Comments Below on Page 2 of 3.</i>
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9.1	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. <i>See Page 2, Below Comments.</i>
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10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan. <i>See attached comments on page 2 & 3.</i></p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" <i>See definitions as provided on page 3 below.</i></p>
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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>
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Item 5.2 Goals & Objectives:

1. *The Housing Authority of Manchester (HAM) will select at least two of every five new residents from the extremely low (i.e., 30% and below) income range of applicants during the next five-years.*
2. *HAM will attempt to improve living conditions by undertaking capital improvements within its financial means. Each year, to the extent that capital and operating funds are available, necessary and/or meaningful capital improvements will be undertaken. Resident input will be sought and considered in determining the items and the priority of work to be accomplished each year.*
3. *Maintain a "High Performer" status (i.e., an overall PHAS score of at least 90%) during the five-year period beginning April 1, 2010. We will also attempt to maintain an average of 97% or better occupancy rate during each year of this five-year period.*
4. *HAM will notify all applicants that it will grant a selection preference for Victims of Domestic Violence to those who provide documentation as being a victim of domestic violence. Additionally, we will not evict family members who are victims of domestic violence; while we will pursue eviction of all perpetrators of domestic violence. Additionally, HAM will, to the extent of available local resources, refer all applicants and family members who are victims of domestic violence, to local organizations who offer applicable services like counseling, legal service, medical attention, etc*

Item 9.0 & 9.1, Housing Needs and Strategy to Address Housing Needs, respectively:

There are five other Multifamily Housing complexes in HAM's jurisdiction. Four of these Multifamily Housing providers do not offer subsidized rental housing assistance to all its' residents and consequently have no waiting list. HAM has a waiting list of six (6) applicants for its 32 housing units. Therefore, the primary need of applicants in HAM's jurisdiction is for "subsidized housing", which HAM provides. Thus, HAM will attempt to provide quality housing to its clientele at affordable rental rates.

Item 10.0 (a) Progress in Meeting Mission & Goals

HAG believes that it has met its mission in providing quality housing to eligible people in a professional, fiscally prudent manner and be a positive force in our community by working with others to assist families with appropriate supportive services. Our progress in meeting the 5-Year Goals/Objectives are note in "BOLD" following each stated goal/objective below.

1. *To continue to provide quality housing in a professional manner. **It is our belief that we have provided quality housing in a professional manner. Our record (and absence of tenant complains) substantiates this, goal met.***
2. *Improve community quality of life and economic vitality by using existing housing inventory, to provide quality housing to all qualifying and suitable applicants. **As a small PHA in a small rural community, our resources are very limited; however, we have maintained our units and provided facilities for residents to attend meetings and access the Internet to search for various services/resources. We have consistently maintained a "High Performer" status on HUD's PHAS. Thus, we believe this goal/object has been met.***
3. *Promote self-sufficient and asset development of families and individuals by providing space to agencies and individuals for delivery of services, education and opportunities to residents. **As noted in the response to item 2 (immediately above), we have a facility (community room) equipped with a computer and access to the Internet. This facility is available to other organizations to provide services and activities; however, most such agencies now have funds to provide much in services/activities for our 32 resident families. Nevertheless, we consider this goal/objective met as well.***
4. *Provide equal opportunity to all qualified and suitable applicants for existing housing inventory. **All current families and those on our past and current waiting list are treated equally, thereby providing equal opportunity to all. Goal/objective met!***

5. *To keep our units occupied and looking good. While our financial resources are somewhat limited, we made it a policy to perform maintenance and upkeep on all our units and grounds. We have consistently maintained at least 97% or better occupancy rate. We have received positive comments on the “curb appeal” of our project from HUD personnel and others. Moreover, we continue to get good scores on HUD REAC’s Physical Assessments. So we consider this goal/objective met as well.*

Item 10.0 (b) Definition of Significant Amendment and Substantial Deviation/Modification

1. The Housing Authority of Manchester (HAM) has chosen the following as its definition of Substantial Deviation from its Annual Plan:

- a.) Redirection of more than 25% of its operating budget funds from any budgeted/scheduled activity to another activity or;*
- b.) A major change in program direction (e.g., new or different housing selection preference criterion, new or changes to deductions from income-based rents, additional efforts to enhance deconcentration opportunities, changes in the basis of determining Ceiling/Flat rent amounts, etc.) that requires action on the part of the Board of Commissioners; or*
- c.) Increasing or decreasing the total number of HAM’s employees by more than 50 % from that authorized on the April 1st of each fiscal year.*

However, NONE of these changes will be considered a Substantial Deviation IF those changes result from Government (i.e., Federal, State, or Local) actions over which the HAM exercises no control.

2. The HAM has chosen to use the HUD definition of Significant Amendment or Modification. Specifically, it will consider the following to be such modifications/amendments:

- a.) Changes to rent or admission policies or organization of its waiting list.*
- b.) Additions of non-emergency work items (not included in the current Annual Statement or 5-Year Action Plan) or change in the use of the replacement reserve funds under a Capital Funds Program Grant.*
- c.) Any change with regard to demolition or disposition, designation of projects/buildings (for the elderly/disabled or families with disabilities), homeownership programs or conversion activities.*

However, NONE of these changes will be considered Substantial Amendments/Modifications IF those changes result from Government (i.e., Federal, State, of Local) actions over which the HAM exercises no control.