

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: <u>Housing Authority of Allegany County</u> PHA Code: <u>MD030</u> PHA Type: <input checked="" 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>10/2010</u>				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>80</u> Number of HCV units: <u>N/A</u>				
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				
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
	PHA 1:				PH HCV
	PHA 2:				
	PHA 3:				
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.				
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: The mission of the Housing Authority of Allegany County is the same as that of the Department of Housing and Urban Development: To promote and provide adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination to those whose income falls within the published income guidelines.				
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. The Housing Authority of Allegany County will strive to reduce public housing vacancies to less than 3%, encourage the creation of additional housing opportunities, acquire/develop/build at least 30 new construction rental town-homes/homes, expand the supply of rental housing through the use of Tax Credits, maintain a 95% score or greater in public housing management, dispose of our remaining aging scattered site properties that will result in a decrease of capital funds required to maintain them, promote income mixing in public housing by assuring access for lower income families into higher income developments, continue to provide Congregate Housing Services (meals, housekeeping, personal service) through the State Office on Aging to 36 residents at Willow Valley Apartments and 17 residents at Grande View Apartments. We will also undertake affirmative measures to ensure access to assisted housing and provide suitable a living environment to all regardless of race, color, religion, national origin, sex, familiar status and disability. Keep staff trained and aware of fair housing procedures, what constitutes discrimination and advertise through a media that reaches all classes of individuals. HAAC will undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities. HAAC will follow their admission and continued occupancy policies that have been adopted which includes the newly passed Violence Against Women Act (VAWA). We are committed to take appropriate action in response to violent incidents of domestic violence, dating violence or stalking which may affect individuals assisted by our housing authority. Since our last 5 year plan, we have maintained our "high performer" status, disposed of 5 scattered site properties, maintained our units to HUD standards, purchased property for future development and continued to offer Congregate Housing Services to our elderly tenants. The Housing Authority of Allegany County will continue affirmative measures to provide a suitable living environment for all living in public housing regardless of race, color, religion, national origin, sex, familial status and disability. HAAC will continue to take affirmative measures to ensure accessible housing to persons with all varieties of disabilities.				
	PHA Plan Update				
6.0	(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: HAAC has adopted a Procurement Policy in regards to the American Recovery and Reinvestment Act of 2009 which will be administered until all funds are expended. (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions. The public may request copies of the 5-Year and Annual PHA plan by making such request at the main office of the authority which is 701 Furnace Street, Cumberland, MD 21502. When approved, I will forward a copy of the 5 year plan to our county info technician so that it can be added to our website.				
7.0	Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. HAAC was approved to dispose of our scattered sites properties on July 2, 2007. Because of the slump in the housing market, notices to vacate were not issued as we did not want to have all units empty at once. However, when a scattered site becomes vacant, we place a "for sale" sign in the yard. As of June 18, 2010, six of our scattered site units have been sold. Also as of that date, there are offers on two scattered site units.				
8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.				

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 attached.</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.</p>
8.3	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
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. The State of Maryland just recently released 50 vouchers in our county after being frozen for over one year. As a result, the City of Cumberland's and Allegany County's Section 8 waiting list is very long, a 2 year estimated wait time is possible. Therefore the need for affordable housing, especially for the growing number of elderly, is greater than in years past. Willow Valley Apartments, which is designated as elderly, is located within Allegany County in the City of Cumberland. This particular apartment building provides 0,1,2 bedroom apartments with the rent being subsidized by HUD. HAAC maintains this building to HUD standards, having just recently received an inspection score of 97/100 and 29.2/30. We operate the Congregate Housing Services Program at Willow Valley. Meals, cleaning, laundry services and medication management are offered through this program. There is a fee for the program which is also based on resident's income. We also own and operate Grande View Apartments in Westernport, MD. This building has 18 elderly designated apartments for our Congregate Housing Services Program. The remaining 17 apartments are not specifically designated. Grande View is located in Westernport, MD which has seen a decrease in population the last several years. However, many elderly individuals remain and as they age our affordable housing with the Congregate Services will keep them independent. We have received approval to dispose of our remaining scattered sites properties and will do so as they become vacant. Five sites have been sold. Because of the slump in housing sales and because our developing plans have not panned out, it is not in the best interest of the housing authority nor the current tenants to issue "notices to vacate" to these residents. Because we are trying to sell the homes as they become vacant, we do not have a waiting list for families of 3 or more. The PHA applies yearly for CFP grants and continues to upgrade each development. The PHA has obligated 100% of its 2009 ARRA grant and has expended nearly 94% of the grant on various projects.</p> <p>The PHA currently has eight applicants on file. Seven of these applicants are extremely low income and the remaining applicant is very low income. Six applicants are single individuals and two have two in the household. They are all white/non Hispanic.</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. Our strategy for addressing the housing needs in our area is simple. We advertise periodically in our local paper which serves the entire surrounding area. Our local Aging Office is familiar with our buildings and our Congregate Housing Services Program and refers those eligible clients to us. Social workers at our community hospital along with our Social Services Office, also refers applicants to us. Our Resident Coordinator/CHSP Manager visits the local Senior Centers and Adult Day Care Facilities to ensure those participants are aware of Willow Valley and Grande View Apartments and the Congregate Program. Our current residents are our best ambassadors for spreading the word about our housing authority and what we have to offer.</p>
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. The Housing Authority has worked to decrease the vacancy rate to nearly 4% excluding the vacant scattered site units. The Authority has maintained "high performer" status with HUD over the last several years. Security has been improved since installing a new phone entry system at Willow Valley and at Grande View. We follow the Uniform Physical Inspection Standards and use standardized inspection forms. Modernization has occurred at both Willow Valley and Grande View Apartments including new carpeting in all hallways, new paint in all hallways, new tile floor in Grande View's dining room to keep the common areas as attractive as in unassisted developments. The Housing Authority also provides Congregate Housing Services to 17 units at Grande View Apartments and 34 units at Willow Valley Apartments therefore providing the elderly the services that they need to remain independent within the community. We struggle to achieve 100% occupancy due to vacancies at Grande View in Westernport, MD. This area is considered a depressed area within the county and normally only those already residing in Westernport are willing to reside at Grande View.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" A "significant deviation" to the annual plan will include the addition of any new service program started by the Housing Authority or the loss of any current program. A "substantial deviation/modification" from the mission statement or goals presented in the Five Year Plan that cause changes in the services provided to our residents or significant changes to the agency's financial situation will be documented in subsequent Agency Plans. Exceptions to this which will not be considered significant amendments by HUD are the changes in HUD regulatory requirements. Examples of a substantial deviation would be changes to rent or admission policies or organization of the wait list.</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> <ul style="list-style-type: none"> (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) (b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) (c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) (d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) (e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. (g) Challenged Elements (h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) (i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

Instructions form HUD-50075

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

1.0 PHA Information

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

2.0 Inventory

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

3.0 Submission Type

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

4.0 PHA Consortia

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

5.0 Five-Year Plan

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

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

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

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

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

PHA Plan Elements. (24 CFR 903.7)

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

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

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

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

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

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

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

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

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

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

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

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

8.2 Capital Fund Program Five-Year Action Plan

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

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

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

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

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

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

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

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

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

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

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

Housing Authority of Allegany County
Resident Advisory Board
Minutes of April 6, 2010 Meeting

The Resident Advisory Board (RAB) for the Housing Authority of Allegany County met on Tuesday, April 6, 2010 at 10:30 p.m. in the Housing Authority Conference Room. Attending the meeting were: Charlotte Freeland representing Willow Valley; Dorothy Wittneben, representing Grande View; Shelia Crouse representing Scattered Site 003 Properties and Beverly Lancaster, Executive Director. Development 004 was not represented.

The Executive Director thanked the residents for serving on the RAB. She explained the purpose of the RAB as HUD has outlined. She explained what would be required of them in the future and the time line for the current plans.

The Executive Director presented an overview and history of the Housing Authority and the programs that it administers. The Annual Plan was reviewed with the Executive Director explaining the various sections.

The Executive Director asked the RAB members present if they had any official comments or changes in which they would like to make and have incorporated into the plan. They had no official comments other than stating that the housing authority needed a funding increase in order to complete all projects contained in the 5 Year Plan. Ms. Wittneben stated that the front steps at Grande View needed repaired. Shelia Crouse asked if there was some way to expel the hot air coming into Willow Valley via the air exchange system. Ms. Lancaster stated that she would check into these matters.

The Executive Director stated that she was aware that the residents at Willow Valley Apartments hoped that a sitting area could be constructed in the back of the building because it is more shaded in that area. Work is scheduled to begin in September 2010 and the new sitting area will be available for use in the spring/summer of 2011. The RAB members approved of this action.

The meeting was adjourned at 11:50 a.m.

Beverly Lancaster
Executive Director

Capital Fund Program—Five-Year Action Plan

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

Part I: Summary						
PHA Name/Number Housing Authority of Allegany County MD030		Locality (City/County & State) 701 Furnace Street, Cumberland, Allegany County MD 21502			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name	Work Statement for Year 1 FFY 2010 PHA FY 2011	Work Statement for Year 2 FFY 2011 PHA FY 2012	Work Statement for Year 3 FFY 2012 PHA FY 2013	Work Statement for Year 4 FFY 2013 PHA FY 2014	Work Statement for Year 5 FFY 2014 PHA FY 2015
B.	Physical Improvements Subtotal	Annual Statement	\$318,000	\$368,000	\$345,000	\$150,000
C.	Management Improvements		\$110,400	\$106,400	\$117,400	\$101,400
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration					
F.	Other					
G.	Operations					
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds					
L.	Total Non-CFP Funds					
M.	Grand Total		\$428,400	\$474,400	\$462,400	\$241,400

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2010 PHA FY 2011	Work Statement for Year 2 FFY 2011			Work Statement for Year: 3 FFY 2012		
	Development Number/Name General Description of Major Work Categories	Explanation	Estimated Cost	Development Number/Name General Description of Major Work Categories	Explanation	Estimated Cost
See						
Annual Statement	Housing Auth. Wide			Housing Auth. Wide		
	Physical Improvements	Non-routine Vacancy prep	\$7,000	Physical Improvements	Non-routine vacancy prep	\$7,000
					Maintenance Garage	\$50,000
		HAAC office flooring replacement	\$20,000		HAAC furniture and flooring replacement	\$5,000
	MD030-001 Willow Valley	Site- Landscaping, tree trimming	\$3,000	MD030-001 Willow Valley	Mechanical/Electrical Air handling units, elevator upgrade	\$80,000
		Mechanical/Electrical-Heat and A/C upgrade, replace generator, smoke detectors	\$100,000		Building Exterior Roof, window replacement/caulking	\$80,000
		Unit Rehab-floor/cabinets/fixtures appliances/ceilings	\$30,000		Unit Rehab-flooring/cabinets/fixtures/appliances/ceilings	\$20,000
		Dwelling Equip - A/C units	\$18,000		Interior Common Area flooring, CHSP Kitchen rehab/appliances	\$8,000
		Interior common areas – Rehab interior areas	\$10,000	MD030-002 Grande View	Mechanical/Electrical Replace a/c units/air handling/elevator repairs	\$45,000
		Site-Wide Facilities CHSP Kitchen rehab/appliances	\$50,000		Building Exterior Replace windows/caulking	\$40,000
	MD030-002 Grande View	Site- Landscaping, tree trimming	\$3,000		Dwelling Units –Rehab floor/cabinets/fixtures/appliances	\$20,000

Capital Fund Program—Five-Year Action Plan

**U.S. Department of Housing and Urban Development
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		Mechanical/Electrical- Replace generator	\$42,000		Interior Common area Rehab- flooring/ceilings/walls	\$10,000
		Dwelling Units – Unit rehab-flooring, cabinets fixtures, appliances	\$20,000		Site Wide Facilities CHSP appliance	\$3,000
		Interior common Areas: Rehab interior area	\$10,000			
		Site Wide Facilities CHSP Kitchen appliances	\$5,000			
		Subtotal of Estimated Cost	\$ 318,000		Subtotal of Estimated Cost	\$ 368,000

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2009	Work Statement for Year 4 <u>FFY 2013</u>			Work Statement for Year: 5 <u>FFY 2014</u>		
	Development Number/Name General Description of Major Work Categories	Explanation	Estimated Cost	Development Number/Name General Description of Major Work Categories	Explanation	Estimated Cost
See	HA-Wide Physical Improvements			HA-Wide Physical Improvements		
Annual		Maintenance Garage	\$ 50,000		Non-routine vacancy prep	\$7,000
Statement		Non-routine vacancy prep	\$ 7,000		HAAC office furniture/floor/parking awning	\$15,000
		HAAC office furniture/carpet	\$5,000	MD030-001 Willow Valley	Mechanical/electrical sprinkler system upgrade/other systems	\$50,000
	MD030-001 Willow Valley	Mechanical/Electrical upgrade/repairs boiler hot water	\$30,000		Dwelling Units – rehab carpet/cabinets/fixtures/appliances	\$20,000
		Building Exterior – windows/landscaping	\$82,000			
		Dwelling Units-rehab, flooring/ cabinets/ fixtures/ appliances	\$30,000		Interior Common Area – Rehab- floor/ceilings/walls CHSP kitchen appliance	\$8,000
		Interior Common Area rehab – floor, ceilings. Walls/CHSP appliances	\$8,000			
	MD030-002 Grande View	Mechanical/Electrical upgrade hot water boiler	0	MD030-002 Grande View	Mechanical/Electrical – upgrade sprinkler system/other systems	\$32,000
		Building Exterior – replace windows/caulking	\$80,000		Dwelling Units- rehab carpet/cabinets/fixtures/appliances	\$10,000
		Dwelling Units- rehab, flooring/ cabinets/ fixtures/ appliances	\$30,000		Interior Common Areas Rehab flooring/walls CHSP kitchen appliance	\$8,000

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		Interior Common Area Rehab – carpet, walls, ceilings CHSP appliances	\$23,000			
	Subtotal of Estimated Cost		\$ 345,000	Subtotal of Estimated Cost		\$ 150,000

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of Allegany County		Grant Type and Number Capital Fund Program Grant No:MD06S03050109 Replacement Housing Factor Grant No:			Federal FY of Grant: 2009
Original Annual Statement Performance and Evaluation Report for Period Ending: June 30, 2010		<input type="checkbox"/> Reserve for Disasters/ Emergencies		Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration	3,000	5,400.00	5,400.00	5,400.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	3,000	0		
8	1440 Site Acquisition				
9	1450 Site Improvement	33,894	31,404.00	31,404.00	31,404.00
10	1460 Dwelling Structures	67,832.84	86,951.99	86,951.99	77,851.99
11	1465.1 Dwelling Equipment—Nonexpendable	0	6,802.04	6,802.04	6,802.04
12	1470 Nondwelling Structures	16,437.72	13,469.97	13,469.97	13,469.97
13	1475 Nondwelling Equipment	19,863.44	0		
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	144028.	144028.00	144,028.00	134,928.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name:		Grant Type and Number			Federal FY of Grant:			
		Capital Fund Program Grant No:						
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
HA Wide				Original	Revised	Funds Obligated	Funds Expended	
	Energy Audit/Utility Audit/504 Assessment	1410		3,000	5,400	5,400	5,400	
	A & E	1430		3,000	0	0	0	
	Thermostats/Appliances	1465		0	6,802.04	6,802.04	6,802.04	
MD030-001								
Willow Valley	Site – retaining wall	1450		30,000	23,350	23,350	23,350	
	Dwelling Units-faucets/kitchen rehab	1460		2500	15,799.62	15,799.62	15,799.62	
	Interior Common areas – carpet/tiles	1470		11437.72	13,469.97	13,469.97	13,469.97	
MD030-002								
Grande View	Site – update entry system/tree trim	1450		3,894	8,054	8,054	8,054	
	Mechanical – boiler replacement	1460		59400	44,000	44,000	44,000	
	Dwelling Units-extra heat/fixtures/kitchen rehab	1460		5,932.84	16,909.47	16,909.47	16,909.47	
	Interior Common Areas – ceiling tile	1470		5000	0	0	0	
MD030-003								
Scattered Sites	Dwelling Units	1460		0	1142.90	1142.90	1142.90	
MD030-004								
Scattered Sits	Dwelling Units	1460		0	9,100.00	9,100.00	0	

13. Capital Fund Program Five-Year Action Plan

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of Allegany County		Grant Type and Number Capital Fund Program Grant No:MD0603050110 Replacement Housing Factor Grant No:			Federal FY of Grant: 2010
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies		Revised Annual Statement (revision no:)	
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	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	41,047.00			
4	1410 Administration	14,112.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	4,000.00			
10	1460 Dwelling Structures	48,836.00			
11	1465.1 Dwelling Equipment—Nonexpendable	3,000.00			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	110,995.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name:		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant:			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quant ity	Total Estimated Cost		Total Actual Cost		Status of Work
HA Wide				Original	Revised	Funds Obligated	Funds Expended	
	Maint. Wages/Benefits	1408		41,047				
	PHA Salary/Benefits	1410		14,112				
	Non-routine Vacancy Prep Appliances	1460 1465		7,836 3,000				
MD030-001 Willow Valley								
	Dwelling Units-faucets/kitchen rehab	1460		11,500				
MD030-002 Grande View								
	Landscaping	1450		4,000				
	Dwelling Units-kitchen rehab	1460		11,500				
	Replace make-up air unit	1460		18,000				

13. Capital Fund Program Five-Year Action Plan

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of Allegany County		Grant Type and Number Capital Fund Program Grant No:MD0603050109 Replacement Housing Factor Grant No:			Federal FY of Grant: 2009
<input type="checkbox"/> Original Annual Statement Performance and Evaluation Report for Period Ending: June 30, 2010		<input type="checkbox"/> Reserve for Disasters/ Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:) Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	41,400.00	40,400.00	40,400.00	26,936.00
4	1410 Administration	13,854.00	13,854.00	13,854.00	9,232.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	31,250.00	32,500.00	32,500.00	32,500.00
10	1460 Dwelling Structures	27,269.00	13,501.62	4,223.89	4,223.89
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures		13,517.38	13,517.38	13,517.38
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	113,773.00	113,773.00	104,495.27	86,409.27
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name:		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant:			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quant ity	Total Estimated Cost		Total Actual Cost		Status of Work
HA Wide				Original	Revised	Funds Obligated	Funds Expended	
	Maint. Wages/Benefits	1408		41,400.00	40,400.00	40,400.00	26,936.00	
	PHA Salary/Benefits	1410		13,854.00	13,854.00	13,854.00	9,232.00	
	Non-routine Vacancy Prep	1460		5,000.00	6,000.00	3,334.20	3,334.20	
	Vehicle Replacement	1475		0	13,517.38	13,517.38	13,517.38	
MD030-001								
Willow Valley								
	Dwelling Units-faucets/kitchen rehab	1460		11,135.00	4,375.81	0	0	
MD030-002								
Grande View	Site – Driveway paving	1450		31,250.00	32,500.00	32,500.00	32,500.00	
	Dwelling Units-kitchen rehab	1460		11,135.00	4,375.81	0	0	
MD030-003								
Scattered Sites	Dwelling Units	1460		0	889.69	889.69	889.69	

13. Capital Fund Program Five-Year Action Plan