

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 the County of Greene</u> PHA Code: <u>PA-045</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>01/01/2010</u>												
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>290</u> Number of HCV units: <u>30</u>												
3.0	Submission Type <input type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input checked="" 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 <table border="1"> <tr> <th>PH</th> <th>HCV</th> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> </table>	PH	HCV						
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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: To provide adequate and affordable housing, economic opportunity and a suitable living environment without discrimination for low-income, very low-income families, persons with disabilities, and the elderly. The Housing Authority is committed to excellence in providing quality housing in an environment which will ensure all residents opportunity, access to resources, and the expectation that their communities will be safe, secure places to live and realize their potential.												

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.

Fiscal Years 2010 – 2014 Goals and Objectives

Goal: Increase the availability of decent, safe, and affordable housing in Greene County.

Objective:

- Expand the supply of assisted housing by maintaining an annual public housing vacancy rate of 5% or less.

Goal: Improve the quality of assisted housing by improved public housing management.

Objectives:

- Continue public housing policies to maintain a high performer PHAS status (maintain PHAS score at 90% or above)
- Continue improved Section 8 policies aimed at maintaining a high performer SEMAP status (maintain SEMAP score at 90% or above)
- Increase public housing marketing measures.
- Improve and/or maintain financial stability through aggressive rent collection(s) and improved reserve position.

Goal: Increase assisted housing choices.

Objective:

- Conduct outreach efforts to potential voucher landlords. Expand the list of landlords participating in the Section 8 program by 10% over the 5-year plan period.

Goal: Improve living conditions and economic vitality in public housing developments.

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments-meet deconcentration requirements.
- Implement public housing security improvements with emphasis placed on developing and implementing a security camera program over the 5-year plan period.
- Continue to enforce "One Strike" policies for residents and undertake and aggressively/thoroughly review criminal background checks of applicants.

Goal: Promote self-sufficiency and asset development of families and individuals occupying public housing.

Objective:

- Promote self-sufficiency and asset development of assisted households by providing or attracting supportive services to improve assistance recipients' employability. Enter into at least one new written cooperation agreement with a social service agency committed to undertaking services aimed at public housing residents.

Goal: Ensure Equal Opportunity in federally assisted housing in Greene County.

Objectives:

- Ensure equal opportunity and affirmatively further fair housing by undertaking affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, or disability.
- Undertake affirmative measures to ensure accessible housing to persons with mobility impairments regardless of unit size required. Over the 5-year plan period meet federal accessibility standards (Uniform Federal Accessibility Standards) and fully comply with Section 504 of the Rehabilitation Act of 1973. (At least 5% of all public housing units within each development must be accessible to persons with mobility impairments).

A report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan appears as Attachment A.

6.0	<p>PHA Plan Update</p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: (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.</p> <p>As defined by the Housing and Economic Recovery Act of 2008, the Housing Authority of the County of Greene is a “qualified public housing agency” and is therefore exempt from the requirement to prepare and submit an Annual PHA Plan.</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></p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</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.</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.</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.</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.</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.

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.

Attachment A

Housing Authority of the County of Greene

Report on the progress the Housing Authority has made in meeting the goals and objectives in the previous 5-Year PHA Plan (2005-2009)

PHA Goal: Expand the supply of assisted housing

Objectives:

- Reduce public housing vacancies.
- Expansion of listings of area landlords for Section 8 applicant reference.

The Housing Authority has seen marked progress in reducing vacancies. At the end of the 5-year plan period vacancies are less than 1%. Although this figure fluctuates, notable progress has been made in overall vacancy reduction.

Although the Housing Authority operates a relatively small Section 8 program, (30 units) there are now 38 Greene County landlords interested in participating in the program. This represents a 23% increase over the number of interested landlords in 2005.

PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score).
- Improve voucher management: (SEMAP score).
- Renovate or modernize public housing units.
- Increase customer satisfaction.

The Housing Authority continues to maintain a high performer status (90% or better) in both the public housing and Section 8 programs.

The Housing Authority considers all public housing developments to be in “good” condition or better. The recently completed modernization of the facades at Wayne Village is an indication of progress that has been made. This is reflected in positive resident comments and increased PHAS scores. Improvements made through the capital fund program will continue.

Customer satisfaction has and will continue to be a priority with the Housing Authority. To improve customer service operations the Housing Authority has targeted maintenance efforts directly at resident satisfaction. With a focus on enhanced communication and immediately resolving tenant complaints, customer satisfaction has been positively impacted. Consistently high RASS scores are an indication these efforts have been successful.

PHA Goal: Increase assisted housing choices.

Objectives:

- Conduct outreach efforts to potential voucher landlords.
- Implement voucher homeownership program.

As indicated above the outreach efforts to potential new landlords have been successful. 38 landlords are interested and available to participate in the 30 unit program.

Policies and procedures necessary to implement the Section 8 homeownership program have been written, adopted and included in the Section 8 Admin Plan. Although the program has been advertised and offered, no

family has taken the opportunity to explore home ownership. The Housing Authority continues its commitment of providing up to 3 vouchers (10% of the total) to the homeownership program.

PHA Goal: Provide an improved living environment.

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments.
- Implement public housing security improvements.

The Housing Authority continues to monitor each covered development for indications of incomes above or below the established income range. The Housing Authority has not found it necessary to implement policies to deconcentrate public housing.

Security improvements over the past 5 years have been reflective of the level of need. Generally responding to individual problems as they develop (installing increased security lighting at problem areas), the Housing Authority continues to maintain a good working relationship with the local Police Departments and the State Police and has provided support to police when requested. Relatively minor problems dealing mostly with vandalism are dealt with on a case by case basis.

PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- Provide or attract supportive services to improve assistance recipients' employability

Although success has been significant in dealing with a number of agencies including many Greene County Social Service agencies, most noteworthy is the relationship developed between the Housing Authority and Community Action Southwest (CAS). Through this relationship tenants facing eviction for nonpayment of rent are provided rental assistance through CAS in exchange for attending 4 scheduled budgeting sessions with a CAS caseworker. Following these sessions the full spectrum of CAS social programs aimed at employment and self-sufficiency are directed at the family.

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability.
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required

The Housing Authority continues its commitment to Fair Housing and Equal Opportunity. The Housing Authority has no outstanding issues or complaints requiring corrective action. With one exception the Authority has been free of any complaints over the 5-year plan period. The single complaint was found to lack merit.

A professional update to the 504 Transition and Implementation Plan aimed at increasing the number of Uniform Federal Accessible Standard (UFAS) compliant units is underway. Creating the HUD required number of one- bedroom fully accessible units for individuals with mobility impairments has been completed. The Housing Authority will determine if these improved units meet the current UFAS. Efforts over the coming years will be directed toward developing UFAS compliant large family accessible housing units. Funding and finding sites acceptable for new construction or conversion continue to be obstacles.

Housing Authority of the County of Greene

Mission Statement - Statement of Goals and Objectives– Policy Documents

The Housing Authority of the County of Greene (HACG) was created in 1964 to provide safe, sanitary, and decent housing to low income families and individuals living and working in Greene County, Pennsylvania.

The Housing Authority administers or manages 2 separate types of assisted and subsidized housing programs:

1. A federally assisted low-income public housing program with developments in the Borough of Waynesburg, Franklin Township and Carmichaels-Cumberland Twp. and;
2. A federally assisted and subsidized Section 8 Housing Choice Voucher Program.

This overview of the Authority’s Statement of Goals and Objectives and principal policy documents deals solely with the federally assisted public housing and housing choice voucher (Section 8) programs and is designed to meet the relevant PHA Plan requirements of the Quality Housing and Work Responsibility Act of 1998 and those contained in the Housing and Economic Recovery Act of 2008.

Mission Statement

To provide adequate and affordable housing, economic opportunity and a suitable living environment without discrimination for low-income, very low-income families, persons with disabilities, and the elderly. The Housing Authority is committed to excellence in providing quality housing in an environment which will ensure all residents opportunity, access to resources, and the expectation that their communities will be safe, secure places to live and realize their potential.

Housing Authority Fiscal Years 2010 – 2014 Goals and Objectives

Goal: Increase the availability of decent, safe, and affordable housing in Greene County.

Objective:

- Expand the supply of assisted housing by maintaining an annual public housing vacancy rate of 5% or less.

Goal: Improve the quality of assisted housing by improved public housing management.

Objectives:

- Continue public housing policies to maintain a high performer PHAS status (maintain PHAS score at 90% or above)
- Continue improved Section 8 policies aimed at maintaining a high performer SEMAP status (maintain SEMAP score at 90% or above)

- Increase public housing marketing measures.
- Improve and/or maintain financial stability through aggressive rent collection(s) and improved reserve position.

Goal: Increase assisted housing choices.

Objective:

- Conduct outreach efforts to potential voucher landlords. Expand the list of landlords participating in the Section 8 program by 10% over the 5-year plan period.

Goal: Improve living conditions and economic vitality in public housing developments.

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments-meet deconcentration requirements.
- Implement public housing security improvements with emphasis placed on developing and implementing a security camera program over the 5-year plan period.
- Continue to enforce “One Strike” policies for residents and undertake and aggressively/thoroughly review criminal background checks of applicants.

Goal: Promote self-sufficiency and asset development of families and individuals occupying public housing.

Objective:

- Promote self-sufficiency and asset development of assisted households by providing or attracting supportive services to improve assistance recipients’ employability. Enter into at least one new written cooperation agreement with a social service agency committed to undertaking services aimed at public housing residents.

Goal: Ensure Equal Opportunity in federally assisted housing in Greene County.

Objectives:

- Ensure equal opportunity and affirmatively further fair housing by undertaking affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, or disability.
- Undertake affirmative measures to ensure accessible housing to persons with mobility impairments regardless of unit size required. Over the 5-year plan period meet federal accessibility standards (Uniform Federal Accessibility Standards) and fully comply with Section 504 of the Rehabilitation Act of 1973. (At least 5% of all public housing units within each development must be accessible to persons with mobility impairments).

Public Housing

Annually the Housing Authority of the County of Greene, as with most federally assisted public housing agencies throughout the country, receives an operating subsidy and a capital improvements grant from the U.S. Department of Housing and Urban Development (HUD). These funds enable the Housing Authority to provide housing assistance to families and individuals living in Waynesburg Housing including Avalon Court, Wayne Village, Thompson Gardens, Grandview Apartments and Woodside Manor

In return for the yearly financial assistance HUD requires all housing agencies to develop procedures and policies dealing with the administration of the public housing program and the expenditure of the federal subsidies. HUD regulates the contents of these policies through the issuance of Handbooks, notices and other directives.

The principal document defining the policies, procedures, objectives and activities related to the Housing Authority's federally assisted public housing program is contained in the Housing Authority of the County of Greene Admissions and Continued Occupancy Policy (ACOP). Changes to official policies, procedures and objectives are made through periodic updates to the ACOP. Although generally initiated by changes to federal laws or HUD regulations, updates to this document are at times made due to changes in local policies.

Following is an overview of the policies contained in the Housing Authority of the County of Greene Admissions and Continued Occupancy Policy

This 16 chapter document begins with the Housing Authority's **Mission Statement** and a discussion on the administration of the public housing program and the relationship between HUD and the Housing Authority.

Chapter 2 deals with Fair Housing and Equal Opportunity and discusses nondiscrimination, policies related to persons with disabilities and the prohibition of discrimination against limited English proficiency persons.

- Housing Authority policy prohibits discrimination based on race, color, sex, religion, familial status, age, disability or national origin, marital status or sexual orientation.
- The Housing Authority regularly provides HUD with reports on employment and other economic opportunities to low and very low-income persons generated through HUD's financial assistance (Section 3).
- The HACG does hereby notify each tenant that a tenant may, at any time during the tenancy, request a reasonable accommodation for a handicap of a household member.

- The HACG will take reasonable steps to ensure that persons with disabilities related to hearing and vision have reasonable access to the programs and services provided by the Authority.

Chapter 3 defines family eligibility for public housing specifically defining a family and who constitutes household members, basic public housing eligibility criteria is explained and related eligibility issues. This chapter also defines circumstances under which admission can be denied including drug and alcohol abuse.

- Housing assistance is available only to individuals who are U.S. citizens, U.S. nationals (referred to as citizens or nationals), or noncitizens that have eligible immigration status. At least one family member must be a citizen, national, or noncitizen with eligible immigration status in order for the family to qualify for any type of housing.
- To receive federal housing assistance, the applicant and all members of the applicant's household and any live-in aide (if applicable) must provide documentation of a valid Social Security Number.
- Persons involved in or having a history of violent criminal activity or drug-related criminal activity will not be admitted into public housing.
- Overnight guests are permitted in all public housing developments. A resident family must notify the Housing Authority when overnight guests will be staying in the unit for more than 3 days. A guest can remain in the unit no longer than a total of 14 calendar days in any calendar year, provided the tenant has completed a visitor form at the management office prior to allowing any overnight guests.

Applying for housing assistance, the creation and maintenance of the waiting list and tenant selection is discussed in Chapter 4. The application process is defined including how applicants can obtain and submit an application. How the waiting list is managed and the policies guiding the Housing Authority in selecting families from the waiting list is also contained in Chapter 4.

The HACG manages 5 federally assisted public housing developments: Waynesburg Housing 80 units (includes 40 unit Avalon Court elderly and 40 unit family) located in the Borough of Waynesburg; Wayne Village (60 family units), Thompson Gardens (60 elderly units), and Grandview Apartments (40 family units) located in Franklin Township and Woodside Manor (50 elderly units) located in Carmichaels-Cumberland Twp.

- The Housing Authority maintains one single community-wide waiting list for its developments. Within the list, the Authority designates subparts to identify who should be offered the next available unit (i.e. mixed populations, general occupancy, unit size, and accessible units).
- The Housing Authority closes the waiting list when the estimated waiting period for housing applicants on the list reaches 24 months for the most current applicants.
- The Housing Authority has designated the following public housing developments as Mixed Population Developments: Avalon Court, Thompson Gardens and Woodside Manor. [A mixed population development is a public

housing development that was reserved for elderly families and disabled families at its inception (and has retained that character)].

- The Housing Authority has established the following 4 local public housing admission preferences: Veterans Preference, Working Preference, an Involuntary Displacement Preference and a Family Unification Preference.
- Persons can obtain information or sign up to be on the waiting list at the Authority's main administrative office located in Avalon Court.

Chapter 5 establishes policies dealing with occupancy standards and unit offers. Specifically, the appropriate unit size for families of different sizes and types is established and the procedure the Authority employs to offer a unit to a family and the actions taken if the unit offer is refused.

- The Housing Authority has adopted a "one offer plan" for offering units to applicants. Under this plan the first qualified applicant in sequence on the waiting list is made one offer of a unit of the appropriate size, and type suitable to the family's needs. If the applicant refuses the offer without good cause, the applicant will be dropped to the bottom of the waiting list.
- Applicants must accept or refuse a unit offer within 3 business days of the date of the offer.

Chapters 6 and 7 of the ACOP address in great detail how family income determines eligibility for housing assistance, making sure that only eligible families receive assistance. How that income is determined and adjusted through the use of mandatory deductions and other alterations is discussed as well as the procedures used to verify that reported income is correct.

- The minimum public housing rent in Greene County is \$25.00.
- The Housing Authority will grant an exemption from the minimum rent if a family is unable to pay because of a financial hardship.
- The Housing Authority has established a flat rent schedule. Each year a family occupying public housing is given the choice of paying the flat rent or an income based rent.
- The Housing Authority uses public agencies as well as private organizations to determine and verify that the income and assets reported by an applicant (and a current tenant) is correct.

Chapter 8 describes pre-leasing activities and the Housing Authority's policies pertaining to lease execution, modification, and payments under the lease. This Chapter also describes the Authority's policies for inspecting dwelling units.

- The term of the lease is for a period of 12 months
- Residents must pay a \$99.00 security deposit to the Housing Authority at the time of admission. The tenant is permitted to pay the security deposit in payments.
- The head of household, spouse or cohead, and all other adult members of the household are required to sign the public housing lease prior to admission

- All rents are due and payable to the Housing Authority by the tenth (10th) day of each and every month.
- HUD rules require the Housing Authority to inspect each dwelling unit prior to move-in, at move-out, and annually during occupancy.

Housing Authorities are required to monitor each family's income and composition over time, and to adjust the family's rent accordingly. The Authority's policies concerning the conduct of annual and interim reexaminations are contained in Chapter 9. This Chapter also explains the difference between a flat rent and an income based rent and the method used to establish flat rents.

- For those families paying income-based rent, the Housing Authority will recalculate the rent amount based on the income information received during the reexamination process and notify the family of the changes.

Chapter 10 establishes the Housing Authority policy on the keeping and care of animals in both elderly/disable and general occupancy developments (Pet Policy). The first part of the policy defines and discusses assistance animals.

- Pets are permitted in Housing Authority apartments. Only common household pets are allowed. The Housing Authority determines the type and size of pets permitted.
- A \$95.00 deposit is required for any pet.
- If a tenant fails to follow the terms of the Pet Policy, they may have to remove their pet from the apartment and face possible eviction.

The requirements of the Housing Authority's Community Service Policy are contained in Chapter 11. This Chapter establishes policies related to who is subject to the community service requirement, who is exempt, and HUD's definition of economic self-sufficiency.

- Each adult resident of the Housing Authority, who is not exempt, must contribute/perform 8 hours per month of community service; or participate in an economic self-sufficiency program for 8 hours per month

Chapter 12 explains the Housing Authority's transfer policy (generally, unit transfers within or between developments). This Chapter describes emergency transfers, transfers that may be required by the Housing Authority and transfers requested by the resident. This Chapter discusses the eligibility for and processing of transfer requests.

- Due to emergencies, various unit reconstruction issues and for other reasons residents may be required to move to another unit.
- Residents requesting a transfer to another unit will bear all of the costs of transfer request.

The circumstances and situations under which a resident's lease can be terminated are discussed in Chapter 13. Three areas dealing with termination are discussed:

- (1) Termination by Tenant. This part discusses the family's voluntary termination of the lease and the requirements the Housing Authority places upon families who wish to terminate their lease.

- (2) Termination by the Housing Authority - Mandatory. This part describes the policies governing how, and under what circumstances, a mandatory lease termination by the Housing Authority occurs. This part also includes nonrenewal of the lease for noncompliance with community service requirements.
- (3) Termination by the Housing Authority – Other Authorized Reasons. This part describes the Housing Authority’s options for lease termination that are reasonable, nondiscriminatory, and do not violate state landlord-tenant law.

Chapter 14 is the Housing Authority’s Grievance Procedure and contains policies related to that procedure. This Chapter discusses grievances and appeals pertaining to Housing Authority actions or failures to act that adversely affect public housing residents and the process that must be followed to have the Authority address the issue. Also discussed in this Chapter is an informal hearing process with regard to noncitizens and their citizenship status.

Program Integrity and ensuring that funds made available to the Housing Authority are spent in accordance with HUD requirements are contained in Chapter 15. These policies are designed to prevent, detect, investigate and resolve instances of program abuse, errors or fraud. Corrective measures the Housing Authority must take when errors or program abuses are found are delineated.

- As required by the Single Audit Act, each fiscal year the Housing Authority’s financial records are audited by a private auditing company familiar with HUD regulations. The Authority must response to HUD on any findings.

Chapter 16 addresses program administration. Although many aspects of the public housing program are discussed, those more relevant are: the repayment of family debts to the Housing Authority; the protections under the Violence against Women Reauthorization Act of 2005, and the description, implementation and scoring of HUD’s Public Housing Assessment System (PHAS) and how those scores affect the Authority.

- HUD provides the Housing Authority with a numeric PHAS score every other year.

Section 8 –Housing Choice Voucher Program

The Housing Authority of the County of Greene also administers a Housing Choice Voucher (HCV) Program (Section 8). As with the public housing program, the Section 8 program is administered by the Housing Authority through a compendium of policies known as the Housing Authority of the County of Greene Housing Choice Voucher Administrative Plan. This document is referred to as the Administrative Plan and consists of 22 topics related to the administration of the program. As with the public housing ACOP, HUD regulates the contents of the Administrative Plan through the issuance of Handbooks, notices and other directives.

The Administrative Plan is the principal document defining the policies, procedures, objectives and activities related to the Housing Authority’s management of the of the Section 8 program. And, as with the ACOP, official changes to program policies, procedures and objectives are made through periodic updates to the Administrative Plan. Although these updates are generally mandated following changes to federal laws or HUD regulations, the Housing Authority is given latitude, in some areas, in establishing local program policies.

Following is an overview of the Administrative Plan:

☰ Topics:

1. Introduction and Mission Statement
2. Fair Housing and Equal Opportunity Housing Plan
3. Outreach to Families and Contact with Landlords
 - At the request of the landlord the Housing Authority will share known criminal or drug-related activity.
4. Applications for Admission to the Section 8 Programs
 - Persons can obtain information or sign up to be on the Section 8 waiting list at the Authority’s main administrative office located in Avalon Court.
 - The Housing Authority does not merge the Section 8 waiting list with other waiting lists.
5. Admission to Section 8 Program Housing
 - The Housing Authority undertakes criminal and drug related screening more extensively than required by law or regulation. This includes undertaking credit checks and landlord histories.
 - In determining eligibility for admission the Authority uses records obtained from local and state law enforcement agencies.
 - The minimum rent for the Section 8 program in Greene County is \$25,000. The Housing Authority does not provide for a minimum rent hardship exemption.
6. Denial or Termination of Assistance
7. Determining Proper Unit Size

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8. Section 8 Applicant Selection Process
 - The Housing Authority has established no preferences for admission to Section 8 tenant-based program.
9. Housing Quality Standards
10. Security Deposits
11. Issuing, Extending and Denying Certificates and Housing Vouchers
 - In addition to the standard 60 day “search time” period, due to the limited number of types of private rental units available in the Greene County area, it is the policy of the Housing Authority to give extensions from 30 to 60 days based on circumstances.
12. Re-examinations for Continued Assistance
13. Adjustments to Utility Allowances and Contract Rents, plus Monthly Housing Assistance Payments
 - The Housing Authority uses payment standard of 100% of the FMR
14. Examination of Income and Family Circumstances
15. Briefing of Families
16. Portability
17. Fair Market Rents (FMR), Payment Standards for Vouchers and Rent Reasonableness Limitations
18. Affordability Adjustment Determinations under the Housing Voucher Program
19. Section 8 Operating Reserve
20. Organizational Structure and Program Operations
 - HUD provides the Housing Authority with a numeric SEMAP (performance) score every other year. HACG has been given the high performer designation.
21. Deconcentration Rule
22. Special Housing types
23. Family Self-Sufficiency Program
24. Homeownership
 - The Housing Authority has established a Section 8 Homeownership Program. The program is limited to 3 families.

Operations and Organization

In addition to policies related to the administration of the public housing and Section 8 programs, the Housing Authority is also obligated to follow HUD guidance relating to overall operation, organization and financial management of the Authority.

Accessible Standards

Recipients of Federal funding including the HACG are obligated to comply with various sections of the Architectural Barriers Act of 1968, the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990.

In Notice PIH 2002-01(HA) published by HUD's Office of Public and Indian Housing on January 22, 2002, public housing agencies were reminded of their responsibilities under Section 504 of the Rehabilitation Act of 1973 and 24 CFR Part 8 to ensure at least 5% of all public housing units within each development are accessible to persons with mobility impairments.

For the Housing Authority to meet its statutory responsibility a Needs Assessment and a Transition and Implementation Plan will be developed that when fully implemented will bring the Housing Authority into compliance with the Section 504 of above mentioned Rehabilitation Act of 1973

To assure developments in Waynesburg, Carmichaels-Cumberland Twp. and Franklin Township are fully accessible; the Housing Authority has contracted with Altman and Altman Architects of Uniontown, to undertake an Accessibility Needs Assessment. This study will analyze existing condition and make recommendation to bring all developments up to Uniform Federal Accessibility Standards (UFAS). The Authority anticipates this study and recommendations to be completed and ready to begin implementation by December 2009.

Using an older Needs Assessment, the Authority initiated accessibility improvements in the elderly/mixed population developments beginning in 2004. These units will again be examined to determine if they meet current UFAS.

Asset Management

The Housing Authority is exempt from the public housing asset management requirements and provisions at 24 CFR 990.255.

Resident Advisory Board

A Resident Advisory Board has been established. The Housing Authority meets and regularly communicates with its Resident Advisory Board.

Deconcentration and Income Mixing

The HACG is subject to the deconcentration of poverty and income mixing requirement contained in 24 Part 903.(2) (iii) of the Code of Federal Regulations. Annually the Housing Authority examines the incomes of families occupying the “covered” public housing family developments and determines if efforts must be implemented to economically deconcentrate these developments. The steps the Housing Authority has established to effect deconcentration are contained in the HACG Deconcentration and Income Mixing Admission Policy for Deconcentration. Generally, deconcentration involves identifying higher income families and attempting to place them in developments with lower income families. To date the HACG has not found it necessary to implement the deconcentration strategy. Average incomes of the covered developments are within the acceptable range.

Documentation for Required Initial Assessment and any Additional Information Required by HUD for Voluntary Conversion

HUD regulations implementing Section 33 of the 1937 Housing Act are contained in 24 CFR Part 972. These regulations require Housing Authorities to develop Conversion Plans and convert generally occupancy family public housing developments to tenant based assistance (Section 8) if a specific criterion is evident. That criterion is enumerated at 24 CFR Part 972.124. Specifically, required conversion is directed at family public housing developments with 250 or more units (contiguous projects count as a single development). Other criteria including specified vacancy rates over defined periods most also be evident. Following an October 2001 review of Waynesburg Housing, Wayne Village, and Grandview Apartments the Housing Authority determined NO development(s) meet the current threshold for the preparation of a Required Conversion Plan.

Certification by a State Official of Consistency of Housing Authority Plans with the Commonwealth’s Consolidated Plan

HUD regulations require that Public Housing Authorities 5-Year Plans (including the mission statement, goals and objectives) be consistent with the Commonwealth’s Consolidated Plan. The HACG is required to obtain this Certification of Consistency from the Commonwealth every 5 years. Certifications obtained in 2004 (for the period 2005-2010, and 2009 (for the period 2010-2014) (and other years) are on file in the Housing Authority Main Administrative Office.

The Violence Against Women Act Policies

To comply with the provisions of the Violence Against Women Act (VAWA) of 2005 (P.L. 109-162), HUD has required Housing Authorities to include in their policies and Plans “a statement of the goals, objectives, policies, or programs that will enable the housing authority to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking”.

Further, HUD Federal Register Notice dated March 16, 2007 (Docket No. FR 5056-N-01) requires PHA to include in their Annual Plans: (1) Any activities, services, or programs provided or offered by any 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 that helps child or 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 to prevent domestic violence, dating violence, sexual assault, or stalking, or to enhance victim safety in assisted families.

Toward meeting the requirements contained in the VAWA the HACG has taken the following policy actions:

- The Section 8 Housing Choice Voucher (HCV) Administrative Plan has been amended to include language supporting the VAWA.
- The Public Housing Admission and Continued Occupancy Policy has been amended to include language supporting the VAWA.

These policy changes pledge the following:

1. The Housing Authority will not deny admission to any applicant on the basis that the applicant is or has been a victim of domestic violence, dating violence, or stalking if the applicant otherwise qualifies for admission or housing assistance.
2. The Housing Authority through the Section 8 HCV Program will provide an admission preference to victims of domestic violence.
3. The Housing Authority will consider as high priority a transfer request to another unit by a public housing family member who is the actual or potential victim of a criminal attack, retaliation for testimony, a hate crime, or domestic violence, dating violence, sexual assault, or stalking.
4. The Housing Authority will continue to use a Section 8 Housing Assistance Payments (HAP) Contract (agreement between HUD, the owner and Section 8 tenant) which adds protections to victims of domestic violence.

5. Families may move to another jurisdiction if they hold a Section 8 housing voucher after leaving a unit in violation of the lease if the family moved to protect the safety of a domestic violence victim.
6. A household cannot be evicted from assisted housing for acts of domestic violence of which a member of the household is the victim. Even if the acts of domestic violence were committed by the household member's guest, another member of the household or other persons under the tenant's control. The Housing Authority has retained the right to terminate the tenancy of any tenant if it can demonstrate an actual and imminent threat to other tenants. The Housing Authority may evict only the wrongdoer and not the entire family in cases of domestic violence.
7. At the request of a tenant or owner (Section 8), the Housing Authority will provide form HUD-50066 Certification of Domestic Violence, Dating Violence or Stalking. On the form the individual certifies that he/she is a victim of domestic violence, dating violence, or stalking, and the incident or incidences in question are bona fide incidences of such actual or threatened abuse. These forms must be signed and submitted within 14 business days of their request unless an extension is requested and granted and is necessary in determining whether the protections afforded to such individuals under VAWA are applicable. On the certification form, the individual must provide the name of the perpetrator. (Tenants are reminded that the provisions of sections 606 and 607 of the VAWA will not pertain if the 14 business day requirement is not met).
8. In responding to incidents of actual or threatened domestic violence, dating violence, or stalking, if the Housing Authority has reason to suspect that the notice might place a victim of domestic violence at risk, it will attempt to deliver the notice by hand directly to the victim. The Housing Authority will use the same caution if it decides to deliver VAWA information to a victim at any other time following an incident of domestic violence.
9. As a further accommodation, in lieu of the HUD-50066 certification form, the Housing Authority will also accept the following forms of documentation:
 - a. A police or court record documenting the actual or threatened abuse signed by a person who has assisted the victim in addressing domestic violence, dating violence, or stalking, or the effects of such abuse. This person may be an employee, agent, or volunteer of a victim service provider; an attorney; or a medical or other knowledgeable professional. The person signing the documentation must attest under penalty of perjury to the person's belief that the incidents in question are bona fide incidents of abuse. The victim must also sign the documentation

Notwithstanding its title (Violence Against Women Act) all Housing Authority policies in this area are gender neutral and its protections are available to males who are victims

of domestic violence, dating violence or stalking as well as female victims of such violence.

The Housing Authority has provided each public housing development household and all Section 8 HCV owners and tenants with a brochure explaining the Violence Against Women Act (VAWA) of 2005 and the protections offered assisted housing residents. Residents are again notified at the time of reexamination.

Public access to information dealing with Housing Authority Goals, Objectives and Policies

Information and access to the goals and policies identified above as well as information supporting these goals, can be obtained by contacting:

Mrs. Lois A. Mocniak, Executive Director
Housing Authority of the County of Greene
170 E. Greene Street
Waynesburg, PA 15370

Telephone: 724-627-6523

Proposed Changes to the Goals, Objectives and Policies for 2010
Also notices concerning the continuation of existing policies and activities

During the fiscal year beginning January 1, 2010, the HACG will make the following changes to the goals, objectives and policies of the Housing Authority:

1. There is no proposed change to the Housing Authority Mission Statement.
2. The Housing Authority's 5-Year Goals and Objectives have been rewritten and are effective for the period 2010 through 2014.
3. Following are proposed changes to Housing Authority Policies:
 - A. The Housing Authority of the County of Greene administers federally assisted public housing programs in 3 municipalities within the County – the Borough of Waynesburg, Franklin Township and Carmichaels – Cumberland Township. Although Waynesburg and Franklin are contiguous, Waynesburg/Franklin Twp and Carmichaels-Cumberland Twp. are 13 miles apart.

The Housing Authority currently maintains a single waiting list. Families interested in federally assisted public housing apply for admission and if determined eligible are placed on the waiting list. Families reaching the top of the waiting list are offered available, vacant housing meeting their needs. Under the current single waiting list system, this offer of housing can be either in Waynesburg/Franklin Twp. or Carmichaels -Cumberland Twp. Families refusing the offer of assistance are dropped to the bottom or off the waiting list

Many times families due to employment, medical needs, childcare, lack of public or private transportation or other situations are unable to accept an offer for housing due to the municipality in which the vacant, available unit exists. Families living, working or receiving medical care in Waynesburg/Franklin Twp. have no interest in moving to a vacant unit in Carmichaels-Cumberland Twp., and conversely many times longtime residents of Carmichaels-Cumberland Twp. cannot accept housing 13 miles from their current residence.

For the reasons cited above the Housing Authority is proposing and will adopt effective the beginning of the next fiscal year (January 1, 2010) a new sub-jurisdictional waiting list system. Under this new system a separate waiting list will be maintained for the municipalities of Waynesburg/Franklin Twp. and a separate waiting list will be maintained for the Carmichaels-Cumberland Twp. area. Interested families may apply for housing and request to be placed on either or both waiting lists.

This change in policy will require a change to the Housing Authority of the County of Greene Admissions and Continued Occupancy Policy.

- B. The Public Housing Admissions and Continued Occupancy Policy (ACOP) was revised and updated in April 2009. The policy will be reviewed during 2010 to determine if updates are necessary to reflect changes in federal laws and regulations or local situations. Public housing tenants will be given a 30 day notice to review and comment on any proposed change prior to adoption by the Board of Commissioners.
- C. The Section 8 Administrative Plan will be reviewed. Significant program changes have taken place since the Plan was adopted in 1997. During 2010 the Administrative Plan will be revised and updated to reflect changes in federal law, HUD policy and local conditions.
- D. The Housing Authority has both a regulatory and statutory responsibility to meet the needs of low-income families having a member(s) who is mobility impaired. The HACG is committed to meeting these responsibilities. During 2010 the Housing Authority will begin implementing a Section 504 Transition Plan. When fully implemented, this Plan will provide accessible housing, in sufficient numbers, to meet current Uniform Federal Accessibility Standards (UFAS) (and comply with Section 504 of the Rehabilitation Act of 1973). Providing accessible housing, in the bedroom distribution acceptable to HUD, will be a multi-year effort requiring a significant commitment of Capital Funds. This commitment of funds will delay other planned improvements and may require some current residents to be relocated to other nearby apartments.
- E. The HACG is committed to meeting the shortened Capital Fund “obligation and expenditure” time frames established for public housing modernization and other improvements funded by the American Recovery and Reinvestment Act of 2009.
 - In February 2009 HUD advised the Housing Authority of its eligibility to receive \$557,941 (formula share) in stimulus funding provided by the American Recovery and Reinvestment Act of 2009. Congress has provided HUD with \$4 billion to invest in energy efficient modernization and renovation of the nation's public housing inventory. These funds are to be used for public housing capital and management activities, including modernization and development of public housing funded through the Housing Authority's Capital Fund. The funds cannot be used for operations or rental assistance.

HUD as advised public housing agencies to give priority consideration to the rehabilitation of vacant rental units and capital

projects already underway or included in the 5-year Capital Fund plan. Public housing agencies are required to obligate 100 percent of the funds within one year of the date on which funds become available to the agency for obligation and shall expend at least 60 percent of funds within two years of the date on which funds become available to the agency for obligation, and shall expend 100 percent of the funds within three years of such date. The timeline for the obligation and expenditure of the stimulus funding is considerably shorter than provided with the Annual Capital Fund grant.

A copy of HUD form 50075.1 - P&E Report, identifying the Housing Authority capital improvements to be funded through the American Recovery and Reinvestment Act of 2009 is attached to this Plan (subject to design considerations/costs, bidding requirements etc).

- F. A copy of the HACG's Capital Fund Annual Statement and 5-Year Action Plan is attached. These documents reflect objectives and policies dealing with proposed and projected capital improvements.
- G. Meeting HUD's rigid maintenance standards and the ramifications of an average HUD inspection review is a continuing problem for the Housing Authority. In an effort to better prepare for HUD's annual maintenance inspection and as a maintenance staff training opportunity, the Housing Authority will consider hiring a private maintenance company to undertake a pre-HUD inspection. If implemented, this would require an additional inspection of selected units. Residents would be given adequate notice of the inspection.
- F. Although no consideration is being given to demolishing units, should the need develop due to an emergency or other situation; the Housing Authority is reserving its option to demolish units at any public housing site under the de minimis exception for demolition provided by the QHWRA

4. Notice of Ongoing Activities

- A. The Housing Authority and HUD are concerned that all family income is not being properly reported. Public Housing and Section 8 tenants are reminded that HUD regulations, 24 CFR Parts 960.259 (c) and 982.516 (a) in addition to local Policy, require the Housing Authority to obtain and document in the tenant files, prior to admission to assisted housing independent third party verification of reported family income, the value of assets, expenses related to deductions from income and other factors affecting adjusted income. The Housing Authority has also instituted third party "up front" verification procedures, including use of the

Enterprise Income Verification System (EIV) and the private www.theworknumber.com system (privately operated automated system used to verify employment and income) to ensure that federal income reporting requirements are met at the time of admission and recertification. All third party and EIV verifications will continue into the foreseeable future.

- B. The Housing Authority's past aggressive efforts to collect "back charges" and delinquent rent will be continued. Residents are reminded that the system of billing notices, written reminders, and evictions of residents owing money to the Housing Authority will continue.

2,021,000	1,469,000	2,227,000	2,184,000

\$2,021,000	\$1,469,000	\$2,227,000	

Bathroom shower, door, flooring, med cabinet, commode	120,000	(family)	Replace Bathroom sink, tub/shower, door, lighting, flooring, med cabinet, commode (elderly)	80,000
ence/(family)	30,000		Security Equipment	12,000
Renovate ding	250,000			
Estimated Cost	\$690,000	Subtotal of Estimated Cost		\$687,000

Estimated Cost	\$222,000		Subtotal of Estimated Cost	\$340,000

Estimated Cost	\$	Subtotal of Estimated Cost	\$

Estimated Cost	\$	Subtotal of Estimated Cost	\$

Part I: Summary	
PHA Name: HOUSING AUTHORITY OF THE COUNTY OF GREENE	Grant Type and Number Capital Fund Program Grant No: PA28PO45501-09 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	12,000			
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	40,500			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	48,014			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	312,000			
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: HOUSING AUTHORITY OF THE COUNTY OF GREENE	Grant Type and Number Capital Fund Program Grant No: PA28PO45501-09 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant:2009 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 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)	412,514			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities	312,000			
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			Signature of Public Housing Director		
Date			Date		

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.

Part II: Supporting Pages								
PHA Name: HOUSING AUTHORITY OF THE COUNTY OF GREENE		Grant Type and Number Capital Fund Program Grant No: PA28PO45501-09 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	
PA28PO45-002 WAYNE VILLAGE	A&E SERVICES	1430		17,000				
	UPGRADE KITCHEN/BATHROOM HC UNITS	1460		120,000				
	TOTAL PA28PO45-002			137,000				
PA28PO45-004 GRANDVIEW APTS.	A&E SERVICES	1430		18,000				
	UPGRADE KITCHEN/BATHROOM HC UNITS	1460		114,000				
	TOTAL PA28PO45-004			132,000				

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Part II: Supporting Pages								
PHA Name: HOUSING AUTHORITY OF THE COUNTY OF GREENE			Grant Type and Number Capital Fund Program Grant No: PA28PO45501-09 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	
PA28PO45-005 WOODSIDE MANOR	A&E SERVICES	1430		13,014				
	UPGRADE KITCHEN/BATHROOM	1460		78,000				
	HC UNITS							
	TOTAL PA28PO45-005			91,014				
PHA WIDE ADINISTRATION	OPERATIONS	1406		12,000				
	SALARIES	1410		30,500				
	FRINGE BENEFITS	1410		8,000				
	ADVERTISEMENTS	1410		2,000				
	TOTAL 1406 OPERATIONS			12,000				
	TOTAL 1410 ADMINISTRATION			40,500				
	TOTAL PA28PO45501-09			412,514				

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² To be completed for the Performance and Evaluation Report.

Part I: Summary	
PHA Name: HOUSING AUTHORITY OF THE COUNTY OF GREENE	Grant Type and Number Capital Fund Program Grant No: PA28PO45501-10 Replacement Housing Factor Grant No: Date of CFFP:
FFY of Grant: 2010 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	30,000			
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	43,500			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	60,000			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	280,500			
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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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: HOUSING AUTHORITY OF THE COUNTY OF GREENE	Grant Type and Number Capital Fund Program Grant No: PA28PO45501-10 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant:2010 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)	414,000			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities	280,500			
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			Signature of Public Housing Director		
Date			Date		

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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.

Part II: Supporting Pages								
PHA Name: HOUSING AUTHORITY OF THE COUNTY OF GREENE			Grant Type and Number Capital Fund Program Grant No: PA28PO45-005 CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2010		
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	
PHA WIDE ADMINISTRATION	OPERATIONS	1406		30,000				
	TOTAL OPERATIONS			30,000				
	SALARIES	1410		32,500				
	FRINGE BENEFITS	1410		9,000				
	ADVERTISEMENTS	1410		2,000				
	TOTAL ADMINISTRATION			43,500				
	TOTAL PA28PO45501-10			414,000				

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.

