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*HOUSING AUTHORITY OF  
NORTHUMBERLAND COUNTY*

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**HUD-50075**

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**2010-2014 FIVE-YEAR AND ANNUAL PLAN**

**December 9, 2009**





7.0	<p><b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> <i>Include statements related to these programs as applicable.</i></p>
8.0	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.</p>
8.1	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> 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> <p><b>SEE ATTACHED ANNUAL STATEMENT/PERFORMANCE AND EVALUATION REPORTS</b></p>
8.2	<p><b>Capital Fund Program Five-Year Action Plan.</b> 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> <p><b>SEE ATTACHED CAPITAL FUND PROGRAM FIVE-YEAR ACTION PLAN</b></p>
8.3	<p><b>Capital Fund Financing Program (CFFP).</b>  <input checked="" 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><b>Housing Needs.</b> 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> <p><b>SEE ATTACHED HOUSING NEEDS</b></p>
9.1	<p><b>Strategy for Addressing Housing Needs.</b> 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. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b></p>
10.0	<p><b>Additional Information.</b> 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>SEE ATTACHED REPORT BEGINNING ON PAGE 20</b></p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p><b>PREVIOUSLY SUBMITTED AND APPROVED</b></p>
11.0	<p><b>Required Submission for HUD Field Office Review.</b> 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. <b>Note:</b> 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 there under 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](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.

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## 6.0 PHA Plan Update.

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### PHA Plan Elements. (24 CFR 903.7)

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The following elements of the Housing Authority of Northumberland County's plan elements have been revised since the Authority's prior submission:

- 3. Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** HANC'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, **have not been revised since the Authority's prior submission.**

**The Following is a Summary of Key Components of HANC's Policies Governing Eligibility, Selection, and Admissions**\_[24 CFR Part 903.12 (b), 903.7 (b)]

#### **A. Public Housing**

**(1) Eligibility:** Verification of eligibility for admission to public housing occurs when families are within 30 days of being offered a unit.

HANC uses the following non-income (screening) factors to establish eligibility for admission to public housing:

- Criminal or Drug-related activity
- Rental history
- Housekeeping

HANC request criminal records from local and State law enforcement agencies for screening purposes

**(2)Waiting List Organization:** HANC uses a Community-Wide list to organize its public housing waiting list.

Interested persons may apply at HANC's main administrative office at 50 Mahoning Street, Milton, PA and at each of its development site management offices for admission to public housing.

**(3) Assignment:** Ordinarily, HANC permits applicants three or more vacant unit choices before they fall to the bottom of or are removed from the waiting list. This policy is consistent across all waiting list types.

**(4) Admissions Preferences:**

Income targeting: HANC does not exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income.

Transfer policies: HANC has established the following policy for transfers taking precedence over new admissions:

- Emergencies
- Medical justification
- Administrative reasons determined by HANC (e.g., to permit modernization work)

Preferences: HANC has established preferences for admission to public housing (other than date and time of application).

HANC employs the following admission preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing
- Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Working families and those unable to work because of age or disability
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)

HANC employs prioritizes admissions preferences as follows:

- Date and Time: 1
- Involuntary Displacement (Disaster, Government Action, Action of Housing
- Owner, Inaccessibility, Property Disposition): 1
- Victims of domestic violence: 1
  
- Working families and those unable to work because of age or disability
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)

**(5) Occupancy:** The following are reference materials applicants and residents use to obtain information about the rules of occupancy of public housing:

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- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy

**Residents must notify HANC of changes in family composition at the time of occurrence.**

**(6) Deconcentration and Income Mixing:** HANC does have general occupancy (family) public housing developments covered by the deconcentration rule. None of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments.

**(7) Procurement Policy (ARRA Compliance):** HANC Board of Commissioners approved the following amendment to the Procurement Policy in accordance with the American Recovery Reinvestment Act (ARRA) of 2009 Procurement Requirements:

Except as provided for within the above noted Notice PIH 2009-12 (HA) as issued by HUD on March 18, 2009 and HUD guidance via email from the Philadelphia HUD Office dated August 18, 2009, all requirements listed within the current Housing Authority procurement policy shall remain in effect for any procurements executed by the Housing Authority, with the following exceptions:

- (a)** Any requirements relating to the procurement of goods and services arising under state and local laws and regulations shall not apply to Capital Fund Stimulus Grants; the Housing Authority shall instead follow the requirements of Part 85 requirements.
- (b)** The small purchase limit, below which the Housing Authority will solicit and receive at least three quotes (advertisement not required) and above which the Housing Authority will solicit and receive form bids (advertisement required), shall be \$100,000.
- (c)** However, the Housing Authority can always choose under section 85.36, where they believe appropriate, the competitive proposals method for any size of contract (e.g., \$10,000); the sealed bid method (usually for construction contracts); or noncompetitive proposals, provided, these choices are in a manner consistent with their Recovery Act obligations.
- (d)** The “Buy American requirements of Section 1605 of the Recovery Act” of 2009 shall be included as a part of any solicitation and award pertaining to ARRA monies.

Consistent with the requirements of the above noted Notice, this Policy shall expire on March 31, 2010 (unless otherwise extended by the Board of the Housing Authority).

## **B. Section 8**

**(1) Eligibility:** HANC request criminal records from local and State law enforcement agencies for screening purposes.

HANC does not share its criminal background check with the landlord, but advises the landlord to conduct their own check on tenants criminal and drug-related background.

***(2) Waiting List Organization: HANC does not merge its Section 8 waiting list with its public housing waiting list. Each list is kept separate.***

Interested persons may apply for admission to section 8 tenant-based assistance HANC's main administrative office at 50 Mahoning Street, Milton, PA.

*(3) Search Time: HANC does give extensions on standard 60-day period to search for a unit in accordance with its Section 8 Administrative Plan referenced at pages 109-110.*

**(4) Admissions Preferences**

Income targeting: HANC does not plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income.

Preferences: HANC has established preferences for admission to section 8 tenant-based assistance program (other than date and time of application). These preferences include the following:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income requirements (targeting)

HANC has prioritized the following admissions preferences, as noted:

- Date and Time: 1
- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition): 1
- Victims of domestic violence
- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income requirements (targeting)

Applicants on the waiting list with equal preference status, are selected by date and time of application.

HANC employs preferences for "residents who live and/or work in the jurisdiction." This preference has previously been reviewed and approved by HUD

The current pool of applicant families ensures that HANC will meet income targeting requirements.

**(5) Special Purpose Section 8 Assistance Programs**

The Section Administrative Plan contains the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by HANC. In addition, HANC makes know to the participants, its policies governing eligibility, selection and admissions to any special-purpose section 8 programs at the time of the briefing sessions and in written materials.

HANC announces the availability of any special-purpose section 8 programs to the public through published notices in the local news media of general circulation.

- 4. Financial Resources.** The following statement of financial resources, includes a listing by general categories of the Housing Authority’s anticipated resources, Operating, Capital and other anticipated Federal resources available to HANC, as well as tenant rents and other income available to support public housing or tenant-based assistance:

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2009 grants)</b>		
a) Public Housing Operating Fund	\$423,218	Operating
b) Public Housing Capital Fund (2009)	\$315,430	Capital/Operating
c) Public Housing Capital Funds (ARRA)	\$369,716	Capital Improvements
d) Public Housing Capital Funds (ARRA Competitive)	\$296,945	Capital Improvements
e) HOPE VI Revitalization		
f) HOPE VI Demolition		
g) Annual Contributions for Section 8 Tenant-Based Assistance	\$1,511,889	HAP & Administration
h) Resident Opportunity and Self-Sufficiency Grants	\$52,154	Coordinator
i) Community Development Block Grant		
j) HOME		
Other Federal Grants (list below)		
<b>Housing Choice Voucher Family Self-Sufficiency Grant</b>	\$33,206	Coordinator
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
Capital Fund Program 2008	\$104,011	Capital/Operating
<b>3. Public Housing Dwelling Rental Income</b>		
<b>Excess Utilities</b>	\$611,575	Operating
	\$11,226	Operating
<b>4. Other income (list below)</b>		

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
Interest	\$12,500	Operating
Other Tenant Income	\$8,106	Operating
Non-Dwelling Income	\$9,460	Operating
<b>4. Non-federal sources (list below)</b>		
<b>Matching funds for ARRA Competitive Grant</b>	75,000	Capital Improvements
<b>Total Resources</b>	<b>\$3,834,436</b>	

- 3. Rent Determination.** The policies of HANC governing rents charged for public housing and HCV dwelling units, **have not been revised since the Authority's prior submission.**

**The Following is a Summary of HANC's Rent Determination Policies** [24 CFR Part 903.12(b), 903.7(d)]

**A. Public Housing**

**(1) Income Based Rent Policies**

The following describes HANC's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions:

**Use of discretionary policies:** HANC does not employ any discretionary rent-setting policies for income-based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions).

**Minimum Rent:** HANC has established \$50.00 as a minimum rent and has adopted the following discretionary minimum rent hardship exemption policies:

- The family has lost eligibility for or is waiting an eligibility determination for a Federal, State, or local assistance program;
- The family would be evicted as a result of the imposition of the minimum rent requirement;
- The income of the family has decreased because of changed circumstance, including loss of employment;
- A death in the family has occurred; and
- Other circumstances determined appropriate and acceptable by the Housing Authority or the Department of Housing and Urban Development

HANC does not plan to charge rents at a fixed amount or percentage less than 30% of adjusted income.

**Ceiling rents:** HANC does have ceiling rents (rents set at a level lower than 30% of adjusted income), for all developments based on the HUD published Fair Market Rents (FMRs) for the area.

**Rent re-determinations:** Tenants must report changes in income or family composition to HANC any time the family experiences such changes that may result in an adjustment to rent.

HANC does not plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year.

**(2) Flat Rents:** In setting the market-based flat rents, HANC utilizes the Section 8 Fair Market Rents as a basis for establishing the Flat Rents as noted below:

The following table shows the Final FY 2010 FMRs by unit bedrooms.

**Final FY 2010 FMRs By Unit Bedrooms**

		Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
Adjusted FMR	FY 2010	\$398	\$519	\$579	\$717	\$743

**B. Section 8 Tenant-Based Assistance**

**(1) Payment Standards**

HANC's payment standard is established at 103% of current HUD published Fair Market Rents (FMR) or the area.

The following table shows the Final FY 2010 FMRs by unit bedrooms.

**Final FY 2010 FMRs By Unit Bedrooms**

	Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
FY 2010 FMR	\$398	\$519	\$579	\$717	\$743
Payment Standard	\$410	\$535	\$596	\$739	\$765

The payment standards are reevaluated annually by HANC for adequacy. HANC will consider the success rates of assisted families in locating and leasing affordable housing that meets HQS in its assessment of the adequacy of its payment standard.

**(2) Minimum Rent:** HANC has established \$50.00 as the minimum rent for the Section 8 Voucher Program.

HANC has adopted the following discretionary minimum rent hardship exemption policies:

- the family has lost eligibility for or is awaiting an eligibility determination for a Federal, State, or local assistance program;
- the family would be evicted as a result of the imposition of the minimum rent requirement;
- the income of the family has decreased because of changed circumstance, including loss of employment;
- a death in the family has occurred; and
- other circumstances determined appropriate and acceptable by the Housing Authority or the Department of Housing and Urban Development.

**4. Operation and Management.** A statement of the rules, standards, and policies of the Housing Authority governing **maintenance management** of housing owned, assisted, or operated by the public housing agency (which includes measures necessary for the prevention or eradication of pest infestation, including cockroaches), **are attached**.

**5. Grievance Procedures.** The policies of HANC governing the grievance and informal hearing and review procedures that the Housing Authority makes available to its residents and applicants, **have not been revised since the Authority's prior submission**.

**6. Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by HANC, there are no projects (or portions thereof), in the upcoming fiscal year, that the Housing Authority has designated or will apply for designation for occupancy by elderly and disabled families.

**1. 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).

## **Policy Overview**

Community Service is defined as “the performance of voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community.” Community Service is not employment and may not include political activities.

The Community Service and Economic Self-Sufficiency requirements mandate that each non-exempt adult household member (18 years or older), shall either contribute eight hours per month of community service within their community, or participate in an Economic Self-Sufficiency program for eight hours per month. This Chapter provides HANC’s requirements.

### **Community Service Contributions**

Federal regulations mandate that all adult residents must contribute eight (8) hours per month of community service, or participate in an economic self-sufficiency program for eight (8) hours per month as a condition for continued public housing assistance.

The exceptions to this requirement are for person(s) that are:

- Elderly
- Blind or disabled as defined under law and unable to comply with the community service requirement, or the caretaker of such an individual.
- Working or exempted from work by the State.
- Receiving assistance and not in noncompliance with State or TANF requirements.

Persons with a disability are not automatically exempt from community service requirements. A person is exempt only to the extent the disability makes the person “unable to comply.”

### **Community Service Activities**

The Authority will strive to give residents the greatest choice possible of community service activities. These activities could include, but are not limited to:

- Improving the physical environment of the resident’s development.
- Volunteer work in a local school, hospital, childcare center, homeless shelter, etc.
- Working with youth organizations.
- Helping neighborhood groups on special projects.
- Participation in programs that develop and strengthen resident self responsibility such as drug and alcohol abuse counseling and treatment, household budgeting and credit counseling, and English proficiency.

Federal regulations specifically prohibits political activity as community service.

**Housing Authority Options For Community Service:**

The Authority can administer its own community service program, with cooperative relationships with other entities, or contract the entire community service program to a third party, which includes qualified resident councils.

The Authority must follow procurement policies and 24 CFR 85.36 in order to contract out the community service program. When third party contractors are used, the Authority will strive to ensure the contractor doesn't have a financial interest in where participants are assigned.

The Authority will ensure that all community service programs are accessible for persons with disabilities, and determine as well as possible, the work being performed is not hazardous.

**Documentation:**

Reasonable documentation must verify the community service, and must be placed in the resident's file at time of reexamination.15.5 Noncompliance

The Authority will determine if non-exempt residents are in compliance. If a family is found to be non-compliant, the non-compliant adult and the head of household must sign an agreement to make up the hours within the next three to 12-month period.

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.
  1. Local police conduct criminal history background checks in an effort to enforce 1 strike policy
  2. Local police provide up to date information regarding criminal activity on or near the public housing developments
  3. Police cooperation with HANC in hearings involving drugs and other criminal activities
  4. Police cooperate with state and federal (OIG) for local drug and fraud cases involving housing participants
  5. Police inform HANC of registered sex offenders
  6. HANC has installed exterior and interior camera security system in elderly complex
  
9. **Pets.** HANC's policies and requirements pertaining to the ownership of pets in public housing, **have not been revised since the Authority's prior submission.**

- 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.** *In the opinion of Polcari & Co., CPA, who conducted and independent audit of the Housing Authority as of March 31, 2008 and 2007, "...the results of its operations, changes net assets and cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America."*
- 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.

EXCEPTION TO LEASE TERMINATION RELATING TO VIOLENCE AGAINST WOMEN:

In accordance with the Violence Against Women Act of 2005, criminal activity directly relating to domestic violence, dating violence, or stalking, engaged in by a member of a tenant's household or any guest or other person under the tenant's control, shall not be a cause for termination of the tenancy or occupancy rights, if the tenant or immediate member of the tenant's family is a victim of that domestic violence, dating violence, or stalking.

HANC may bifurcate a lease in order to evict, remove, or terminate assistance to any individual who is tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others, without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such violence who is also a tenant or lawful occupant.

Nothing in this section may be construed to limit the authority of HANC, when notified, to honor court orders addressing rights of access to or control of the property, including civil protection orders issued to protect the victim and issued to address the distribution or possession of property among the household members in cases where a family breaks up.

Nor does this section limit any otherwise available authority of HANC:

- to evict a tenant for any violation of a lease not premised on the act or acts of violence in question against the tenant or member of the tenant’s household, provided that HANC does not subject an individual who is or has been a victim of domestic violence, dating violence, or stalking to a more demanding standard than other tenants in determining whether to evict or terminate; or
- to limit the authority of a public housing agency to terminate the tenancy of any tenant if HANC can demonstrate an actual and imminent threat to other tenants or those employed at or providing service to the property if that tenant’s tenancy is not terminated; and
- nothing in this section shall be construed to supersede any provision of any Federal, State, or local law that provides greater protection than this section for victims of domestic violence, dating violence, or stalking.

**CERTIFICATION:** HANC may request that an individual certify via a HUD approved certification form, the individual is a victim of domestic violence, dating violence, or stalking, and that the incident or incidents in question are bona fide incidents of such actual or threatened abuse and meet the requirements set forth in the aforementioned paragraphs. Such certification shall include the name of the perpetrator. The individual shall provide such certification within 14 business days after HANC requests such certification.

**FAILURE TO PROVIDE CERTIFICATION.**—If the individual does not provide the certification within 14 business days after HANC has requested such certification in writing, nothing in this subsection may be construed to limit the authority of HANC to evict any tenant or lawful occupant that commits violations of a lease. The Housing Authority may extend the 14-day deadline at its discretion. HANC may provide, at it’s discretion, benefits to an individual based solely on the individual’s statement or other corroborating evidence.

**CONTENTS OF THE CERTIFICATION:** An individual may satisfy the certification requirement by:

1. providing the requesting public housing agency with documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, or a medical professional, from whom the victim has sought assistance in addressing domestic violence, dating violence, or stalking, or the effects of the abuse, in which the professional attests under penalty of perjury (28 U.S.C. 1746) to the professional’s belief that the incident or incidents in question are bona fide incidents of abuse, and the victim of domestic violence, dating violence, or stalking has signed or attested to the documentation; and
2. producing a Federal, State, or local police or court record.

**CONFIDENTIALITY:** All information provided to HANC pursuant to paragraph (1), including the fact that an individual is a victim of domestic violence, dating violence, or stalking, shall be retained in confidence by HANC, and shall neither be entered into any shared database nor provided to any related entity, except to the extent that disclosure is—

1. requested or consented to by the individual in writing;
2. required for use in an eviction proceeding; or
3. otherwise required by applicable law.

NOTIFICATION.—HANC will provide notice to tenants assisted under section 6 of the United States Housing Act of 1937 of their rights under the Violence Against Women’s Act, including their right to confidentiality and the limits thereof.

### **PHA Plan Posting**

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The HANC 2010 Annual Plan may be obtained by the public including updates, at each Asset Management Project (AMP) and main office of the Authority at 50 Mahoning Street, Milton, Pennsylvania. HANC has also provided each Commissioner and Advisory Council member with a copy its 2010 Annual Plan.

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

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**(d) Homeownership:**

The Housing Authority is administering a Homeownership Program utilizing its Housing Choice Vouchers. Two families are participating in the program and have purchased homes utilizing the Housing Choice Homeownership Vouchers.

## 9.0 Housing Needs

### Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. Information on the number and percent of renter households with a severe housing cost burden from the 2000 census. Also provided for each district is an estimate of the surplus/deficit of rental units affordable and available to Extremely Low Income (ELI) renter households. This figure represents the difference between the number of ELI renter households and the number of units affordable and available (not occupied by higher-income renter households) to them; a negative number indicates a deficit.

Housing Needs of ELI Households				Housing Needs of ELI Households	
	Total Number of Households	Severely Burdened Households	% with Severe Burden	State of Housing Need	Surplus/Deficit of Rental Units Affordable & Available to ELI Households
ELI Households	12,524	6,212	69%	72%	-5,972
MI Households	10,114	5,107	51%	54%	
Total MI Households	11,114	5,107	46%	50%	

Source: 2000 Census of Housing and Economic Characteristics

Median Annual Income by County (2000)										
County	Median (2000)	Two BR Fair Market Rent	PWM Growth (2000-05)	Two BR Housing Price	Avg. Med. Income	50% of FMR	50% of FMR	Hours of Minimum Wage	Hours of Minimum Wage	Hours of Renter Wage
Alcona County	14,814	34.41	17.1%	219,271	34,411	17,205	34.7	14	211.25	4.7
Alcona County	14,814	34.41	17.1%	219,271	34,411	17,205	34.7	14	211.25	4.7
Alcona County	10,235	26.1	28.2%	312,70	26,100	13,050	26.2	10	162.82	4.1
Alcona County	5,896	19.1	35.2%	312,70	19,100	9,550	19.2	8	110.64	4.1
Alcona County	3,572	16.8	35.2%	312,70	16,800	8,400	16.8	7	110.64	4.1
Alcona County	3,572	16.8	35.2%	312,70	16,800	8,400	16.8	7	110.64	4.1
Alcona County	3,572	16.8	35.2%	312,70	16,800	8,400	16.8	7	110.64	4.1
Alcona County	3,572	16.8	35.2%	312,70	16,800	8,400	16.8	7	110.64	4.1
Alcona County	3,572	16.8	35.2%	312,70	16,800	8,400	16.8	7	110.64	4.1
Alcona County	3,572	16.8	35.2%	312,70	16,800	8,400	16.8	7	110.64	4.1

Source: U.S. Census Bureau, 2000 Census of Housing, Economic, and Social Characteristics

State-Level Renter Statistics				Surplus or Deficit of Affordable and Available Rental Units		
	Total Number of Households	Severely Burdened Households	State of Housing Need	Surplus/Deficit of Affordable and Available Rental Units	Surplus/Deficit of Affordable and Available Rental Units	Surplus/Deficit of Affordable and Available Rental Units
ELI Households	372,648	241,456	75%	70		
MI Households	26,114	17,106	71%	68		
LI Households	250,438	15,291	6%	56		
MI Low Income	452,234	3,281	1%	68		
Total	1,081,202	322,953	30%	28		

Source: HUD's 2007 Annual Comprehensive Housing Needs Assessment

CONGRESSIONAL BUDGET OFFICE (CBO) REPORT: THE STATE OF HOUSING AFFORDABILITY IN 2007



**Housing Needs of Families on the Public Housing Waiting Lists**

The following table represents the characteristics of the families on the Public Housing Waiting List for Northumberland County:

<b>Housing Needs of Families on the Waiting List Public Housing</b>			
	# of families	% of total families	Annual Turnover
Waiting list total	116		23
Extremely low income <=30% AMI	70	60%	
Very low income (>30% but <=50% AMI)	29	25%	
Low income (>50% but <80% AMI)	17	15%	
Families with children	29	25%	
Elderly families	1	1%	
Families with Disabilities	6	5%	
<b>Race/Ethnicity</b>			
Caucasian	86	74%	
Hispanic	25	22%	
Black	5	4%	
<b>Characteristics by Bedroom Size (Public Housing Only)</b>			
1BR	66	57%	
2 BR	31	27%	
3 BR	16	14%	
4 BR	2	2%	
5 BR			
5+ BR			

**Housing Needs of Families on the Section 8 Tenant- Based Assistance Waiting Lists**

<b>Housing Needs of Families on the Waiting List Section 8 tenant-based assistance</b>			
	# of families	% of total families	Annual Turnover

Waiting list total	340		101
Extremely low income <=30% AMI	222	65%	
<b>Very low income (&gt;30% but &lt;=50% AMI)</b>	97	29%	
Low income (>50% but <80% AMI)	21	6%	
Families with children	231	97%	
Elderly families	33	9%	
Families with Disabilities	37	11%	
White	323	95%	
Black	16	5%	
Other Pacific Islanders	1	<1%	

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## 10.0 Additional Information.

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### (a) Progress in Meeting Mission and Goals

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#### Statement of Progress on 5-Year Plan

#### Goals and Objectives

Fiscal Year ending March 31, 2009

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**Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

PHA Goal: Expand the supply of assisted housing

Objectives:

- Apply for additional rental vouchers
- Leverage private or other public funds to create additional housing opportunities:
- Acquire or build units or developments

*Status: Completed the renovations of vacant space in Roosevelt Court to create additional housing opportunities for 4 additional elderly units with grants from the Sovereign Bank Foundation and matching funds from the Authority and the Housing Development Corporation of Northumberland County. Units are rented to low income elderly/handicapped individuals.*

PHA Goal: Improve the quality of assisted housing

Objectives:

- Increase customer satisfaction:
- Renovate or modernize public housing units:

*Status: Capital Fund Program is proceeding on schedule.*

<b>Capital Fund Program Status</b>		
<i>FFY</i>	<i>% Obligated</i>	<i>% Expended</i>
<i>2007</i>	<i>100%</i>	<i>100%</i>
<i>2008</i>	<i>64%</i>	<i>38%</i>
<i>2009</i>	<i>14%</i>	<i>1%</i>
<i>2009 CFRG</i>	<i>100%</i>	<i>62%</i>
<i>2009 CFRC</i>	<i>0%</i>	<i>0%</i>

**See attached P&Es for detail**

PHA Goal: Increase assisted housing choices

Objectives:

- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:

*Status: HANC is working with the Central Pennsylvania YouthBuild, a collaboration between the Central Susquehanna Workforce Development Corporation, the local Workforce Investment Board, Central Susquehanna Opportunities Inc., a local Community Action Agency, and Home Builders Institute, the workforce development arm of the National Association of Home Builders. The program involves the acquisition of tax foreclosed properties to be rehabilitated as a component of the YouthBuild program and sold to low to moderate income families.*

**Strategic Goal: Improve community quality of life and economic vitality**

PHA Goal: Provide an improved living environment

Objectives:

- Implement public housing security improvements:

*Status: HANC continues to implement security improvements at its public housing developments with the addition of lighting at Mahoning Acres, 2 additional security cameras at Mahoning Towers and new monitoring/recording equipment for cameras.*

**Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

*Status: When necessary, the Authority modifies housing units for tenants with various disabilities such as handicap ramps, grab bars and bathroom modifications.*

**(b) Definition of substantial deviation or modification to the Agency Plan:**

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HANC defines substantial deviation or modification to the Agency Plan as:

- Changes to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency work items (items not included in the current Annual Statement or Five-year Action Plan) or change in the use of replacement reserve funds under the Capital Fund; and
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

Any significant amendment or substantial deviation/modification to HANC Plan is subject to the following requirements (including time frames):

- HANC will consult with the Resident Advisory Board (RAB) (as defined in 24 CFR 903.13);

- The Authority will ensure consistency with the Consolidated Plan of the jurisdiction(s) (as defined in 24 CFR 903.15); and
- HANC will provide for a review of the amendments/modifications by the public during a 45-day public review period (as defined in 24 CFR 903.17).
- The Housing Authority will adopt the amendment or modification at a duly called a meeting, open to the public, of its Board of Commissioners.
- HANC will not implement the amendment or modification until notification of the amendment or modification is provided to HUD and approved by HUD in accordance with HUD's plan review procedures (as defined at 24 CFR 903.23).

A Housing Authority may submit a significant amendment or substantial deviation/modification to HUD up until the last day prior to the date when the next year's Agency Plan is due.

**Resident Membership on PHA Governing Board:**

The Housing Authority has less than 300 public housing units, (i) has provided reasonable notice to the resident advisory board of the opportunity of not less than 1 resident to serve on the board of directors the Housing Authority; and (ii) within a reasonable time after receipt by the resident advisory board established by the Housing Authority pursuant to section 1437c-1(e) of Title 48, Chapter 8 under clause (i), the Housing Authority has not been notified of the intention of any resident to participate on the board of directors.

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## 11.0 Required Submission for HUD Field Office Review.

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**(f)** Resident Advisory Board (RAB) comments.

The RAB and residents, comments were positive in seeing many of their recommended improvements included in the 2010 Annual Statement nor the 5-year plan.

**(g)** Challenged Elements. Include any element(s) of the PHA Plan that is challenged.

There were no challenge elements.

**(h)** Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report*

(see forms attached electronically).

**(i)** Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan*

(see forms attached electronically)

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### SUMMARY OF CAPITAL FUND PROGRAM:

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With the emergence of additional funding allocated the Housing Authority of Northumberland County (HANC) under the American Recovery and Reinvestment Act 2009 the HANC is able to change its plan for modernization of Public Housing units. This new approach will allow its Public Housing inventory to be updated to compete with other apartments in the broader market. Below is a comprehensive list of improvements designed to bring the HANC's inventory into a new standard ensuring that the residents of public housing are afforded a unit comparable with the standards found in other market based communities.

#### **PA60-1 Hepburn Acres:**

Hepburn Acres, consisting of 40 family units has received comprehensive modernization through the Capital Fund Financing Program which has provided the majority of funding through a bond issue to upgrade the majority of the units to meet today's standards. However, certain systems/units were not upgraded with the CFFP funds, but are being completed with American Recovery Act formula stimulus funds in the amount of \$369,716, which are being used to replace 18 Boilers with new energy efficient gas boilers and baseboard radiation and pay for other administrative fees and costs.

ELECTRICAL – Remove all outdated service disconnects and install new cable to interior 100 AMP service panels.

LANDSCAPING - Repair sidewalks to eliminate tripping hazards; remove and replace sidewalks; replace dumpster enclosures by digging and pouring concrete footers, pads and laying walls of block and brick; install development signage; and remove and replace playground equipment.

NON DWELLING STRUCTURES - renovate laundry room to include extension with new walls, ceilings, floors, doors, plumbing, electrical and appliances; construct maintenance garage approximately 16' X 28' to include electrical outlets, lights, pad and sidewalks

HVAC – install energy controllers on boilers pumps, air conditioning units, electrical subfeeds, electrical boxes with power optimization capacitors.

KITCHENS – Replace ranges and refrigerators with energy star appliances.

**PA60-2 Mahoning Acres – Milton Towers:**

HANC was awarded an ARRA Competitive Grant for energy improvements in the amount of \$296,945. These work items include: for **PA60-1 & 2** the following: Replace 211 Commodes with water saving handicap power flush 1 gallon, 3 inch avalanche 1.6 gallon and handicap 3 inch avalanche 1.6 gallon commodes. Install 470 water saving aerators on kitchen and vanity faucets plus 230 water saving shower heads; and work items for **PA60-2** includes: Replace 4 exterior entrance doors with pre-hung insulated doors with ½ glass and accessories, 4 aluminum storm doors with screens. Replace 164 windows by modifying existing opening to receive smaller energy efficient new vinyl insulated double hung windows with screens. Replace 2 overhead mounted gas heaters with overhead gas, forced hot air space heaters. Install new 2 inch X 4.5 inch thermally broken store front glazed with 1 inch clear insulated solar ban, 70 surface #3 glass, caulking of frames at perimeters. Replace 2 boilers with new energy efficient gas boilers, circulators, zone valves, hot water heaters. Replace 4 foyer automatic security entrance doors with air locks & accessories.

PLUMBING – Remove and replace bathroom fixtures, commodes, tubs, showers, vanities, light fixtures and floors in 12 units.

INTERIOR – renovate 2 laundry rooms and hallway stairwells; repair walls, ceilings, floors, remove damaged materials, paint surfaces (approx. 67,500 sq. ft.) , new doors and window treatments; repair walls and ceilings, spackle all cracked uneven surfaces, remove deteriorated or damaged sheeting and paint; paint existing baseboard radiation; replace hallways and common areas with new carpeting on six floors.

LANDSCAPING – Seal parking lot (approx. 4,000 sq. ft.) with top sealant, paint lines and replace 20 bumper parking blocks; remove and replace 60 linear feet of sewer, replace sidewalks, topsoil and seed disturbed areas; replace dumpster enclosures by digging and pouring concrete footers, pads and laying walls of block and brick; and remove and replace playground equipment.

KITCHENS – Install new kitchen wall and base cabinets, countertops, and floor covering in 30 units, including repair to walls and ceiling by spackling and painting and install new sinks and faucets; replace ranges and refrigerators with energy star appliances.

DWELLING STRUCTURE – re-seam 1,500 linear feet of roof seams and rewrap roof penetrations, vents and parapet walls; remove and replace 58 pairs of shutters.

NON-DWELLING STRUCTURES – construct new addition on-site office approximately 20' X 30', footer, slab, stick built, trust roof, insulation, siding, electrical, plumbing and interior finish.

HVAC – install energy controllers on boilers pumps, air conditioning units, electrical subfeeds, electrical boxes with power optimization capacitors.

**Annual Statement /  
Performance and Evaluation Report**

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

**Part I: Summary**  
Capital Funds Program (CFP)

OMB Approval 2577-0157 (Exp. 3/31/2002)

<b>HA Name</b> HOUSING AUTHORITY OF NORTHUMBERLAND COUNTY 50 Mahoning Street Milton, PA 17847	<b>Grant Type and Number</b> Capital Fund Program Grant No.: PA26PO60501-07 Replacement Housing Factor Grant:	<b>Federal FY of Grant</b> 2007
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Original Annual Statement     Reserve for Disasters/Emergencies     Revised Annual Statement/Revision Number #1     Performance and Evaluation Report for Program Year Ending-----  
 Final Performance and Evaluation Report    **AS OF 9/30/09**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original Revision #	Revised (1)	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	\$40,000	\$39,999.52	\$39,999.52	\$39,999.52
3	1408 Management Improvements	\$20,000	\$21,023.34	\$21,023.34	\$21,023.34
4	1410 Administration	\$28,902	\$28,947.00	\$28,947.00	\$28,947.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$11,500	\$4,000.00	\$4,000.00	\$4,000.00
8	1440 Site Acquisition				
9	1450 Site Improvement	\$15,000	\$3,964.00	\$3,964.00	\$3,964.00
10	1460 Dwelling Structures	\$146,850	\$94,677.66	\$94,677.66	\$94,677.66
11	1465.1 Dwelling Equipment - Nonexpendable			\$0.00	\$0.00
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment			\$0.00	\$0.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Mod Used for Development Activities				
19	9000 Collateralization of Debt Service paid Via System of Direct Payment	\$95,838	\$96,862.48	\$96,862.48	\$96,862.48
20	1502 Contingency	\$3,189	\$0.00		
21	Amount of CFFP Proceeds (Sum of lines 2 - 19)	\$361,279	\$289,474	\$289,474.00	\$289,474.00
22	Amount of line 20 Related to LBP Activities	\$0	\$0		
23	Amount of line 20 Related to Section 504 Compliance	\$0	\$0		
24	Amount of line 20 Related to Security	\$0	\$0		
25	Amount of line 20 Related to Energy Conservation Measures	\$146,850	\$94,677.66	\$94,677.66	\$94,677.66

(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.

Signature of Executive Director and Date:  2/25/10  
 Edward P. Christinao, Executive Director      September 8, 2007

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

Capital Funds Program

Development Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PHA Wide	<b>1406 Operations</b>	1406		\$40,000.00	\$39,999.52	\$39,999.52	\$39,999.52	
PHA Wide	<b>1408 Management Improvements</b>	1408		\$20,000.00	\$21,023.34	\$21,023.34	\$21,023.34	
	Professional Services contractors assistance to HANC Staff in the preparation of the Agency Plan and CFP budgets, updating of administrative and financial operating policies and procedures; providing accounting assistance for the financial administration of the CFP program budget; and providing HANC staff with assistance for marketing and outreach efforts to ensure stable occupancy. Marketing and outreach assistance include preparation of marketing materials, advertisements and participation in various functions targeting low income elderly, handicapped and families.							
PHA Wide	<b>1410 Administration</b>	1410		\$28,902.00	\$28,947.00	\$28,947.00	\$28,947.00	
	Non-Technical Salaries and Fringe Benefits							
PHA Wide	<b>1430 Fees and Cost</b>	1430		\$11,500.00	\$4,000.00	4,000.00	4,000.00	
	A & E Fees							
	<b>SUB TOTAL</b>			\$100,402.00	\$93,969.86	\$93,969.86	\$93,969.86	
PA060-2	<b>1450 Site Improvements</b>	1450						
	Landscape development with trees, shrubs and mulch			\$15,000.00	\$3,964.00	\$3,964.00	\$3,964.00	
PA060-2	<b>1460 Dwelling Structure</b>	1460						
PA060-2	Remove & replace existing roofing shingles & rotted sheathing (226 squares), fascia (2,280 lf), soffit (1,545 lf), gutter (1,185 lf) and downspouts (800 lf)		8 buildings	\$104,500.00	\$94,677.66	\$94,677.66	\$94,677.66	
PA060-2	Remove & replace aluminum siding (47 sq), cover window frames with aluminum (120 windows) and install new shutters (58 pair)		8 buildings	\$42,350.00	\$0.00	\$0.00	\$0.00	Will be addressed in next years 5 year plan
	<b>SUB TOTAL</b>	1460		\$146,850.00	\$94,677.66	\$94,677.66	\$94,677.66	
PA060-1	<b>9000 Collateralization of debt service paid Via System of Direct Payment</b>	9000		\$95,838.00	\$96,862.48	\$96,862.48	\$96,862.48	
HA Wide	<b>1502 Contingency</b>	1502		\$3,189.00	\$0.00	\$0.00	\$0.00	Eliminated from revised budget due to decrease in CFP budget
	<b>Total Cost for Development</b>			\$361,279.00	\$289,474.00	\$289,474.00	\$289,474.00	

**Annual Statement /  
Performance and Evaluation Report  
Part III: Implementation Schedule  
Capital Fund Program  
Northumberland County Housing Authority**

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

**Revised budget #1  
PA26P060501-07  
FFY 2007**

OMB Approval No. 2577-0157 (Exp. 3/31/2002)

Development Number / Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
HA - Wide	6/30/2009	6/30/09	6/30/09	6/30/2011	9/30/09	9/30/09	
PA60-1	6/30/2009	6/30/09	6/30/09	6/30/2011	9/30/09	9/30/09	
PA60-2	6/30/2009	6/30/09	6/30/09	6/30/2011	9/30/09	9/30/09	

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

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

**Annual Statement /  
Performance and Evaluation Report**

**Part I: Summary**

**Capital Funds Program (CFP)**

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

OMB Approval 2577-0157 (Exp. 3/31/2002)

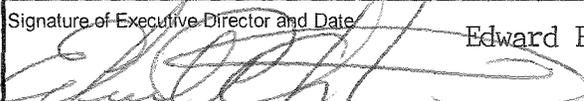
<b>HA Name</b> Housing Authority of Northumberland County 50 Mahoning Street Milton, PA 17847	<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26PO60501-08	<b>Federal FY</b> of Grant 2008
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Original Annual Statement     Reserve for Disasters/Emergencies     Revised Annual Statement/Revision Number #     Performance and Evaluation Report for Program Year Ending 9/30/09  
 Final Performance and Evaluation Report    **AS OF 9/30/09**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original Revision #	Revised (2)	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 20% of line 20 for PHAs with 250 or more Units)	\$40,000	\$40,000.00	\$40,000.00	\$40,000.00
3	1408 Management Improvements (May not exceed 20% of line 20)	\$16,400	\$18,000.00	\$18,000.00	\$18,000.00
4	1410 Administration (May not exceed 10% of line 20)	\$20,146	\$29,208.00	\$29,208.00	\$29,208.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$14,903	\$4,000.00	\$4,000.00	\$0.00
8	1440 Site Acquisition				
9	1450 Site Improvement	\$10,012	\$0.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$163,980	\$104,011.00	\$0.00	\$0.00
11	1465.1 Dwelling Equipment - Nonexpendable				
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 Mod Used for Development Activities				
19	9000 Collateralization or Debt Service paid Via System of Direct Payment	\$95,838	\$96,862.00	\$96,862.00	\$24,737.18
20	1502 Contingency (may not exceed 8% of line 20)		\$0	\$0	\$0
21	Amount of Capital Fund Grant (Sum of lines 2 - 20)	\$361,279.00	\$292,081.00	\$188,070.00	\$111,945.18
22	Amount of line 20 Related to LBP Activities				
23	Amount of line 20 Related to Section 504 Compliance				
24	Amount of line 20 Related to Security				
25	Amount of line 20 Related to Energy Conservation Measures	\$11,000	\$11,000		

(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.

Signature of Executive Director and Date  
 Edward P. Christiano, Executive Director  
 2-25-10

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

Annual Statement /  
Performance and Evaluation Report

Part II: Supporting Pages

Capital Funds Program: Proposed Loan Funds

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

Grant Type & Number  
Capital Fund Program Grant No.  
PA26PO6050108

CMB Approval 2577-0157 (Exp. 3/31/2002)

Development Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PHA Wide	<b>1406 Operations</b>	1406		\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	
PHA Wide	<b>1408 Management Improvements</b> preparation of the Agency Plan and CFP budgets, updating of administrative and financial operating policies and procedures; providing accounting assistance for the financial administration of the CFP program budget; and providing HANC staff with assistance for marketing and outreach efforts to ensure stable occupancy. Marketing and outreach assistance include preparation of marketing materials, advertisements and participation in various functions targeting low income elderly, handicapped and families.	1408		\$16,400.00	\$18,000.00	\$18,000.00	\$18,000.00	
PHA Wide	<b>1410 Administration</b> Non-technical salaries and fringes	1410		\$20,146.00	\$29,208.00	\$29,208.00	\$29,208.00	
PHA Wide	<b>1430 Fees and Cost</b> A & E Fees	1430		\$14,903.00	\$4,000.00	\$4,000.00	\$0.00	
	Total 1430			\$14,903.00	\$4,000.00	\$4,000.00	\$0.00	
PHA Wide	<b>1440 SITE ACQUISITION</b>	1440		\$0.00	\$0.00	\$0.00	\$0.00	
PA060-1	<b>9000 Collateralization of debt service paid Via System of Direct Payment</b>	9000		\$95,838.00	\$96,862.00	\$96,862.00	\$24,737.18	
	Total 1501			\$95,838.00	\$96,862.00	\$96,862.00	\$24,737.18	
					\$0	\$0	\$0	
PA060-01	<b>1450 Site Improvements</b> Remove 5 diseased trees, plant new trees, shrubs, flowers	1450		\$10,012.00	\$0.00	\$0.00	\$0.00	Completed under the CFFP Bond project
PA60-2	<b>1460 Dwelling Structure</b> Remove and replace bathroom fixtures, commodes, tubs/showers, vanities, light fixtures, and floors	1460	20	\$143,980.00	\$104,011.00	\$0.00	\$0.00	
	Repair walls and ceilings		67,500 sq ft	\$20,000.00	\$0.00	\$0.00	\$0.00	Dropped . To be reconsidered in the next 5-year plan
	Total 1460			\$163,980.00	\$104,011.00	\$0.00	\$0.00	
	<b>1465 Dwelling Equipment</b>	1465		\$0.00	\$0.00	\$0.00	\$0.00	
	<b>1470 Non-Dwelling Structures</b>	1470		\$0.00	\$0.00	\$0.00	\$0.00	
	<b>1475 Non-Dwelling Equipment</b>	1475		\$0.00	\$0.00	\$0.00	\$0.00	
	<b>1485 DEMOLITION COSTS</b>	1485		\$0.00	\$0.00	\$0.00	\$0.00	
	<b>1495 RELOCATION COST</b>	1495		\$0.00	\$0.00	\$0.00	\$0.00	
				\$361,279.00	\$292,081.00	\$188,070.00	\$111,945.18	

Annual Statement /

U.S. Department of Housing

Performance and Evaluation Report

and Urban Development

PA26PO6050108

Part III: Implementation Schedule

Office of Public and Indian Housing

FFY 2008

Capital Fund Program: Proposed Loan Funds

Northumberland County Housing Authority

Development Number / Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
PHA-Wide	6/30/2009			6/30/2011			
PA60-01	6/30/2009			6/30/2011			

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

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

Part I: Summary						
PHA Name: Housing Authority of Northumberland County		Grant Type and Number Capital Fund Program Grant No: PA26P06050109 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2009 FFY of Grant Approval: 2009	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/09 <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$40,000	\$40,000			
3	1408 Management Improvements	\$20,000	\$20,000			
4	1410 Administration (may not exceed 10% of line 21)	\$28,902	\$31,543	\$31,543.00	\$4,272.74	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	\$11,500	\$11,500			
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures	\$116,795	\$116,317	\$10,000.00		
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment	\$48,012	0			
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities <sup>4</sup>					

<sup>1</sup> To be completed for the Performance and Evaluation Report.

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

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

<sup>4</sup> RHF funds shall be included here.

<b>Part I: Summary</b>					
<b>PHA Name:</b> Housing Authority of Northumberland County		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P06050109 Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant:2009</b> <b>FFY of Grant Approval: 2009</b>	
<b>Type of Grant</b> <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 1 ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/09 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	\$96,070	\$96,070		
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$361,279	\$315,430	\$41,543.00	\$4,272.74
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures	\$105,000	\$116,317		
Signature of Executive Director <b>Edward P. Christiano</b> Date <i>2-25-10</i>			Signature of Public Housing Director		Date

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Part II: Supporting Pages								
PHA Name: Housing Authority of Northumberland County			Grant Type and Number Capital Fund Program Grant No: PA26P06050109 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 <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
PHA Wide	1406 Operations	1406		\$40,000	\$40,000	0	0	
PHA Wide	1408 Management Improvements Professional Services contractors assistance to HANC Staff in the preparation of the Agency Plan and CFP budgets, updating of administrative and financial operating policies and procedures; providing accounting assistance for the financial administration of the CFP program budget; and providing HANC staff with assistance for marketing and outreach efforts to ensure stable occupancy. Marketing and outreach assistance include preparation of marketing materials, advertisements and participation in various functions targeting low income elderly, handicapped and families.	1408		\$20,000	\$20,000	0	0	
PHA Wide	1410 Administration Non-Technical salaries and fringe benefits	1410		\$28,902	\$31,543	\$31,543.00	\$4,272.74	
PHA Wide	1430 Fees and Cost A & E Fees	1430		\$11,500	\$11,500	0	0	
PA060-01	9000 Collateralization of Debt Service paid Via System of Direct Payment	9000		\$96,070	\$96,070	0	0	
PA060-2	1460 Dwelling Structures Replace 4 Boilers with new energy efficient gas boilers, circulators, zone	1460	4	105,000	\$91,317	0	0	









<b>Part I: Summary</b>	
PHA Name: Housing Auth of the County of Northumberland 50 Mahoning St Milton PA, 17847	Grant Type and Number Capital Fund Program Grant No: PA06000000209R Replacement Housing Factor Grant No: Date of CFFP:
FFY of Grant: 2009 FFY of Grant Approval: 2009	

Type of Grant  
 Original Annual Statement     Reserve for Disasters/Emergencies     Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 9/30/09     Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	\$17,816			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$20,000			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$259,129			
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 <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

<b>Part I: Summary</b>					
PHA Name: Housing Auth of the County of Northumberland 50 Mahoning St Milton PA, 17847	<b>Grant Type and Number</b> Capital Fund Program Grant No: PA06000000209R Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant:2009 FFY of Grant Approval: 2009			
<b>Type of Grant</b> <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 <sup>1</sup>	
		Original	Revised <sup>2</sup>	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)	\$296,945			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures	\$259,129			
Signature of Executive Director Edward P. Christiano 		Date: 01/20/2010 2/25/10		Signature of Public Housing Director Date	

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Part II: Supporting Pages								
PHA Name: Housing Auth of the County of Northumberland 50 Mahoning St Milton PA, 17847			Grant Type and Number Capital Fund Program Grant No: PA06000000209R 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 <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
PA060-1& 2	Administration In house inspections and salaries/benefits for administrative personnel for oversight/administration of project.	1410		\$17,816				
PA060-1& 2	Fees and Costs A&E Fees for professional services with respect to design, preparation of preliminary plans & specifications & cost estimates, preparation of working drawing and specifications, providing notices for advertising, review of bids received, job conferences, inspection of contractors work.	1430		\$20,000				
PA060-1& 2	Dwelling Structures Replace 211 Commodes with water saving handicap power flush 1 gallon, 3 inch avalanche 1.6 gallon and handicap 3 inch avalanche 1.6 gallon commodes.	1460	211	\$99,300				
PA060-2	Replace 4 exterior entrance doors with pre-hung insulated doors with ½ glass and accessories, 4 aluminum storm doors with screens	1460	8	\$11,200				
PA060-2	Replace 164 windows by modifying existing opening to receive smaller energy efficient new vinyl insulated double hung windows with screens.	1460	164	\$70,000				









<b>Part I: Summary</b>	
PHA Name: <b>HOUSING AUTHORITY OF                  NORTHUMBERLAND COUNTY</b>	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: Date of CFFP:
FFY of Grant: 2010 FFY of Grant Approval: 2010	

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 <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$40,000			
3	1408 Management Improvements	\$20,000			
4	1410 Administration (may not exceed 10% of line 21)	\$31,203			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$11,500			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$143,700			
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 <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.

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

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

<sup>4</sup> 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**

<b>Part I: Summary</b>					
<b>PHA Name:</b> HOUSING AUTHORITY OF NORTHUMBERLAND COUNTY		<b>Grant Type and Number</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant:2010</b> <b>FFY of Grant Approval: 2010</b>	
<b>Type of Grant</b> <input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no:     )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	\$96,825			
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$343,228			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
<b>Signature of Executive Director Edward P. Christiano</b> 		<b>Date</b> 2-25-10		<b>Signature of Public Housing Director</b>  	
				<b>Date</b>	

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

<b>Part II: Supporting Pages</b>								
PHA Name: HOUSING AUTHORITY OF NORTHUMBERLAND COUNTY			Grant Type and Number Capital Fund Program Grant No: 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 <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
PHA Wide	1406 Operations	1406		\$40,000				
PHA Wide	1408 Management Improvements Professional Services Contractors assistance to HANC Staff in the preparation of the Agency Plan and CFP budgets, updating of administrative and financial operating policies and procedures; providing accounting assistance for the financial administration of the CFP program budget; and providing HANC staff with assistance for marketing and outreach efforts to ensure stable occupancy. Marketing and outreach assistance include preparation of marketing materials, advertisements and participation in various functions targeting low income elderly, handicapped and families.	1408		\$20,000				
PHA Wide	1410 Administration	1410		\$31,203				
PHA Wide	1430 Fees and Costs	1430		\$11,500				
PA060-1	9000 Collateralization of Debt Service paid via System of Direct Payment	9000		\$96,825				
PA060-2	1460 Dwelling structures Remove and replace bathroom fixtures, commodes, tubs, showers, vanities, light fixtures and floors.	1460	12	\$72,000				







<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: HOUSING AUTHORITY OF NORTHUMBERLAND COUNTY				Federal FFY of Grant: 2010	
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
PHA Wide	06/30/2012		06/30/2014		
PA060-1	06/30/2012		06/30/2014		
PA060-2	06/30/2012		06/30/2014		

<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

**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

<b>Part I: Summary</b>						
PHA Name/Number Housing Authority of Northumberland County PA060		Locality (City/County & State) Milton, Northumberland, Pennsylvania			X Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name PA060-1&2, PHA Wide	Work Statement for Year 1 FFY <u>2010</u>	Work Statement for Year 2 FFY <u>2011</u>	Work Statement for Year 3 FFY <u>2012</u>	Work Statement for Year 4 FFY <u>2013</u>	Work Statement for Year 5 FFY <u>2014</u>
B.	Physical Improvements Subtotal	Annual Statement	\$93,800	\$185,000	\$22,500	\$83,490
C.	Management Improvements		\$20,000	\$20,000	\$20,000	\$20,000
D.	PHA-Wide Non-dwelling Structures and Equipment		\$47,000		\$130,000	\$70,000
E.	Administration		\$30,912	\$35,352	\$32,084	\$32,185
F.	Other Fees & Costs		\$11,500	\$11,500	\$11,500	\$11,500
G.	Operations		\$40,000	\$40,000	\$40,000	\$40,000
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service		\$96,822	\$97,015	\$96,838	\$96,859
K.	Total CFP Funds		\$340,034	\$388,367	\$352,922	\$354,034
L.	Total Non-CFP Funds					
M.	Grand Total		\$340,034	\$388,367	\$352,922	\$354,034



<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY <u>2010</u>	Work Statement for Year <u>2011</u> FFY <u>2011</u>			Work Statement for Year: <u>2012</u> FFY <u>2012</u>		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	HA-Wide 1406 Operations		\$40,000	HA-Wide 1406 Operations		\$40,000
Annual	HA-Wide 1408 Management Improvements Professional Services contractors assistance to HANC Staff in the preparation of the Agency Plan and CFP financial operating policies and procedures; providing accounting assistance for the financial administration of the CFP program budget; Marketing outreach assistance to include preparation of marketing materials, advertisements and participation in various functions targeting low income elderly, handicapped and families		\$20,000	HA-Wide 1408 Management Improvements Professional Services contractors assistance to HANC Staff in the preparation of the Agency Plan and CFP financial operating policies and procedures; providing accounting assistance for the financial administration of the CFP program budget; Marketing outreach assistance to include preparation of marketing materials, advertisements and participation in various functions targeting low income elderly, handicapped and families		\$20,000
Statement	PHA-Wide 1410 Administration Non-Technical salaries and fringe benefits		\$30,912	PHA-Wide-1410 Administration Non-Technical salaries and fringe benefits		\$31.852
	PHA-Wide 1430 Fees and Cost A&E Fees		\$11,500	PHA-Wide 1430 Fees and Cost A&E Fees		\$11,500

**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**

See	PA60-1 Repair sidewalks by eliminating tripping hazards utilizing pumping method to make pads level	4000 Sq Ft.	\$40,000	PA60-2 Install new kitchen wall and base cabinets, countertops, and floor covering. Repair walls and ceiling by spackling and painting . Install new sinks and faucets.	30 units	\$150,000
Annual	PA60-1 Remove and replace 300 square feet of sidewalk	400 Sq. Ft.	\$5,400	HA-Wide Collateralization of Debt Service paid Via System of Direct Payment		\$97,015
Statement	PA60-1 & 2 Replace dumpster enclosures by digging and pouring concrete footers, pads and laying walls of block and brick	4	\$38,400	PA60-1 & 2 Install energy controllers on boiler pumps (9), air conditioning units (3), electrical subfeeds (24). electrical boxes with power optimization capacitors.	36	\$35,000
	PA60 1 Install Development signage	2	\$10,000			
	PA60-1 Renovate Laundry Room to include extension with new walls, ceilings floors, doors, plumbing, electrical and appliances	1	\$30,000			
	PA60-1 Construct a Maintenance garage approximately 16'x 28' to include electrical outlets, lights, pad and sidewalks	1	\$17,000			
	PA60-1 Collateralization of Debt Service paid Via System of Direct Payment		\$96,822			



<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY <u>2010</u>	Work Statement for Year <u>2013</u> FFY <u>2013</u>			Work Statement for Year: <u>2014</u> FFY <u>2014</u>		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	HA-Wide 1406 Operations		\$40,000	HA-Wide Operations		\$40,000
Annual Statement	HA-Wide 1408 Management Improvements Professional Services contractors assistance to HANC Staff in the preparation of the Agency Plan and CFP financial operating policies and procedures; providing accounting assistance for the financial administration of the CFP program budget; Marketing outreach assistance to include preparation of marketing materials, advertisements and participation in various functions targeting low income elderly, handicapped and families		\$20,000	HA-Wide 1408 Management Improvements Professional Services contractors assistance to HANC Staff in the preparation of the Agency Plan and CFP financial operating policies and procedures; providing accounting assistance for the financial administration of the CFP program budget; Marketing outreach assistance to include preparation of marketing materials, advertisements and participation in various functions targeting low income elderly, handicapped and families		\$20,000
	PHA-Wide 1410 Administration Non-Technical salaries and fringe benefits		\$32,084	PHA-Wide 1410 Administration Non-Technical salaries and fringe benefits		\$32,185
See	PHA-Wide 1430 Fees and Cost A&E Fees		\$11,500	PHA-Wide 1430 Fees and Cost A&E Fees		\$11,500





