

**PHA 5-Year and Annual Plan**

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

**OMB No. 2577-0226  
Expires 4/30/2011**

<b>1.0</b>	<b>PHA Information</b> PHA Name: <b>Lancaster Housing Authority</b> PHA Code: <b>SC032</b> PHA Type: <input checked="" type="checkbox"/> Small <input type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <b>04/2010</b>				
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: 140 Number of HCV units: 247				
<b>3.0</b>	<b>Submission Type</b> <input type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input checked="" type="checkbox"/> 5-Year Plan Only				
<b>4.0</b>	<b>PHA Consortia</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
	PHA 1:				PH HCV
	PHA 2:				
	PHA 3:				
<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.				
<b>5.1</b>	<b>Mission.</b> State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years:  The mission of the Housing Authority of Lancaster is to assist low -income, very low -income and extremely low income families in the HA jurisdiction with safe, decent, and affordable housing within the Lancaster area.				
<b>5.2</b>	<b>Goals and Objectives.</b> Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.  1) The Housing Authority of Lancaster shall provide and create a safe, appealing, and desirable housing neighborhood for our developments; 2) Ensure equal opportunity for suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, families status and disability; 3) Maintain the financial strength of the agency in order to provide the quality of assistance needed and staffing to provide quality to our agency; 4) To correct those area needed in order to improve our public housing management (PHAS Scores) and voucher management (SEMAP Scores) to eventually become a high performing agency; 5) To establish and perform effective outreach to maintain an FSS Program for the voucher program; 6) To establish the homeownership program at our agency; approve the VAWA Policy and revise the Administrative Plan for the Section 8 program.  We have made the following progress since our previous 5-year Plan: 1) We have continued to update and modernize our apartments to enhance their marketability. 2) Evictions for criminal activities have dropped dramatically. 3) Improved service and knowledge through the hiring of staff, training, and monthly staff meetings to discuss problems and issues.				
<b>6.0</b>	<b>PHA Plan Update</b> (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.  a) Through grant funding, we established the MAPS to Success Family Literacy Program available to both Public Housing and Section 8 voucher participants. The Housing Authority of Lancaster has implemented the attached VAWA Practice. The Authority adopted an ARRA Procurement Policy for implementing the stimulus funds as recommended by HUD.  b) Main Administrative Office of PHA, 3502 Caroline Court, Lancaster, SC 29720				
<b>7.0</b>	<b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> Include statements related to these programs as applicable.  Not Applicable				

8.0	<b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.
8.1	<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. <b>See Attached Years; 2007, 2008, 2009</b>
8.2	<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. <b>See Attached</b>
8.3	<b>Capital Fund Financing Program (CFFP).</b> <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.
9.0	<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.  Lancaster has a need for more multi-family housing due to the fact that population has increased 26.8 % and our major industry, textile, has closed over the past 3 years. The turnover in 1 bedroom units is extremely low and we do have other housing for elderly in the community. We have a very high demand for 2 bedroom units. Our current waiting list consist of 65 % 2 bedroom applicants. Majority of our applicants consist of extremely low-income individuals. Currently our public housing consists of 96 % very low-income families.  Our waiting list for Section 8 program was closed from 2003 -- 2008, in November 2008 we received approximately 320 applications. Currently our Section 8 program consists of 90 % very low-income families. We have not been able to assist waiting list participants since 2008.  Due to the current economy, we constantly received phone call concerning the inability to meet housing needs/payments due to the low or no income status of our community.
9.1	<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>  We are currently preparing to issue vouchers in May 2010. We continue to open the Public Housing Waiting List as needed by bedroom size. We will reduce unit turnover time for public housing units.
10.0	<b>Additional Information.</b> Describe the following, as well as any additional information HUD has requested.  (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. (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" <b>(a)-</b> The Housing Authority of Lancaster has contracted with professional and proactive security and pest control companies to provide a safe and decent neighborhood for our families. We have contracted with a professional lawn and landscaping company to assist in providing an appealing and desirable neighborhood. We have replaced the existing stairways to make the units more attractable and eliminate low scoring of our physical inspections. We have provided training for the staff in order to provide quality service to the community. <b>(b)-</b> We partner with local agencies in providing information and/or assistance with housing for the Lancaster area. We have a local grant funding our MAPS to Success Family Literacy Program that provides self-sufficiency, literacy and after-school and enrichment program for the youth. These programs have increased the academic performance of our children in school, assisted tenants in obtaining the GED, and have had parents to graduate from college. Corrections have been made to areas that have affected our scoring in PHASS and SEMAP. Vacancy days are down as occupancy levels are up due to shorter turnaround times and solid waiting list. The authority is operating well within its program budget at present and reserves are reasonable. <b>(b)-</b> <b>Significant Amendment:</b> Changes of a significant nature or additions to the program or activity not in the plan that would have a significant and long-term impact on the applicable program or to the rent or admission policies, or the organization of the waiting list not required by federal regulatory requirements as to effect a change in the Section 8 Administrative Plan or the Public Housing Admissions and Continued Occupancy Policy (ACOP). Minor additions with small financial or policy impact involving routine operations will not be considered significant.  <b>Substantial Deviation/Modification:</b> Removal of an objective stated as a PHA Goal in the original mission or adding an objective that conflicts with the original mission as stated in the year 1 of the 5-Year Plan. Any changes in the planned or actual use of federal funds for activities that would prohibit or redirect the Housing Authority's strategic goals of increasing the availability of decent, safe, and affordable housing for the Lancaster County area. A substantial deviation does not include any changes in HUD rules and regulations, which require or prohibit changes to activities.

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> <ul style="list-style-type: none"> <li>(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)</li> <li>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</li> <li>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</li> <li>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</li> <li>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</li> <li>(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.</li> <li>(g) Challenged Elements</li> <li>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</li> <li>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</li> </ul>
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Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

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

<b>Part I: Summary</b>		<b>Grant Type and Number</b>	
PHA Name: Lancaster Housing Authority		Capital Fund Program Grant No: SC16P03250110 Replacement Housing Factor Grant No: Date of CFFP:	
FFY of Grant: 2010		FFY of Grant Approval: 2010	

Line	Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	Reserve for Disasters/Emergencies <input type="checkbox"/>	Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	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)			\$25,332.00			
5	1411 Audit						
6	1415 Liquidated Damages						
7	1430 Fees and Costs						
8	1440 Site Acquisition						
9	1450 Site Improvement						
10	1460 Dwelling Structures						
11	1465.1 Dwelling Equipment—Nonexpendable						
12	1470 Non-dwelling Structures			\$157,327.00			
13	1475 Non-dwelling Equipment			\$ 20,000.00			
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> RHHF funds shall be included here.

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 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

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

<b>Part I: Summary</b>		FFY of Grant: 2010	
PHA Name: Lancaster Housing Authority	Grant Type and Number Capital Fund Program Grant No: SC16P03250110 Replacement Housing Factor Grant No: Date of CFHP:	FFY of Grant Approval: 2010	

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)	\$253,324.00			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs	\$ 50,665.00			
25	Amount of line 20 Related to Energy Conservation Measures				

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

Signature of Executive Director **Jerry T. Witherspoon**  
 Date **01/19/2010**

<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.

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 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

Part II: Supporting Pages		Grant Type and Number		Federal FFY of Grant: 2010		
PHA Name: Lancaster Housing Authority		Capital Fund Program Grant No: SC16P03250110				
		CFPP (Yes/ No):				
		Replacement Housing Factor Grant No:				
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
PHA-Wide	Management Improvement	1408	LS	\$50,665		
	Security Services					
	Administration					
	Administration					
PHA-Wide	Administration	1410	LS	\$25,332		
	Non-dwelling Structures					
SC032-1	Office Building Addition	1470	LS	\$157,327		
	Non-dwelling Equipment					
SC032-1	Lighting & Security Cameras	1475	LS	\$20,000		
	Capital Fund Program Total			\$253,324		

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







**Capital Fund Program—Five-Year Action Plan**

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

**Part I: Summary**

PHA Name/Number <b>Authority/SC032</b>		Lancaster Housing		Lancaster/Lancaster, South Carolina		XOriginal 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name SC032 Caroline Courts & Frank L. Roddey Homes	Work Statement for Year 1 FFY 2010	Work Statement for Year 2 FFY 2011	Work Statement for Year 3 FFY 2012	Work Statement for Year 4 FFY 2013	Work Statement for Year 5 FFY 2014	
B.	Physical Improvements Subtotal	Annual Statement	\$177,327.00	\$177,327.00	\$177,327.00	\$177,327.00	
C.	Management Improvements		\$50,665.00	\$50,665.00	\$50,665.00	\$50,665.00	
D.	PHA-Wide Non-dwelling Structures and Equipment						
E.	Administration		\$25,332.00	\$25,332.00	\$25,332.00	\$25,332.00	
F.	Other						
G.	Operations						
H.	Demolition						
I.	Development						
J.	Capital Fund Financing – Debt Service						
K.	Total CFP Funds						
L.	Total Non-CFP Funds						
M.	Grand Total		<b>\$253,327.00</b>	<b>\$253,327.00</b>	<b>\$253,327.00</b>	<b>\$253,327.00</b>	<b>\$253,327.00</b>



Capital Fund Program—Five-Year Action Plan

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

**Part II: Supporting Pages – Physical Needs Work Statement(s)**

Work Statement for Year 1 FFY 2010	Development Number/Name General Description of Major Work Categories	Work Statement for Year 2 FFY 2011		Work Statement for Year 3 FFY 2012		
		Quantity	Estimated Cost	Quantity	Estimated Cost	
Annual Statement	PHA-Wide	<u>Management Improvements-1408</u> Security Services	\$ 50,665	PHA-Wide	<u>Management Improvements-1408</u> Security Services	\$ 50,665
See						
	PHA-Wide	<u>Administration -1410</u> Administration	\$25,332	PHA-Wide	<u>Administration -1410</u> Administration	\$25,332
		<u>Site Improvements – 1450</u> Replace light fixtures	\$ 26,000	SC032-1	<u>Site Improvements – 1450</u> Improve Entrance and landscape	\$27,600
		SC032-1	\$ 15,900	SC032-2	<b>Subtotal 1450</b>	\$27,600
		SC032-2	\$ 16,000	SC032-1		
		SC032-2	\$ 6,000	SC032-2	<u>Dwelling Structures - 1460</u> Replace Bathroom Vanities	\$ 74,430
		<b>Subtotal 1450</b>	\$ 63,900	SC032-1	Replace Bathroom Vanities	\$ 35,000
					Replace Bathroom Vanities	\$ 25,000
		<u>Dwelling Structures - 1460</u> Replace smoke detectors	\$ 10,000		Replace Hood Range Fans	\$ 15,300
		SC032-1	\$ 56,527		<b>Subtotal 1460</b>	\$149,730
		SC032-1	\$ 4,000			
		SC032-2	\$ 42,900			
		SC032-2	\$ 42,900			
		<b>Subtotal 1460</b>	\$113,427			
		<b>Subtotal of Estimated Cost</b>	\$253,327		<b>Subtotal of Estimated Cost</b>	\$253,327







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 Expires 4/30/2011

<b>Part I: Summary</b>			
PHA Name: Lancaster Housing Authority	Grant Type and Number Capital Fund Program Grant No: SC16S03250109 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2009 FFY of Grant Approval: 2009	

Line	Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2010	Reserve for Disasters/Emergencies <input type="checkbox"/>	Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report		Total Estimated Cost		Total Actual Cost <sup>1</sup>	
			Obligated	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)					32,527.00		
5	1411 Audit							
6	1415 Liquidated Damages							
7	1430 Fees and Costs							
8	1440 Site Acquisition							
9	1450 Site Improvement					190,768.00		
10	1460 Dwelling Structures					101,979.00		
11	1465.1 Dwelling Equipment—Nonependable							
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  
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 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>		FFY of Grant: 2009	
PHA Name: Lancaster Housing Authority	Grant Type and Number Capital Fund Program Grant No: SC16S03250109 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant Approval: 2009	

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		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)	325,274.00			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

Signature of Executive Director *Jerry T. Thompson*

Date May 25, 2010

Signature of Public Housing Director

Date

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<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
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**Part II: Supporting Pages**

PHA Name: Lancaster Housing Authority		Grant Type and Number Capital Fund Program Grant No: SC16S03250109 CFEP (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 Original	Total Actual Cost Revised <sup>1</sup> Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	Status of Work
PHA-Wide	Administration - 1410 Administration	1410	LS	\$32,527			
	Site Improvements - 1450						
SC032-1	Replace playground equipment	1450	SC032-1	\$42,000			
	Replace Fence	1450	SC032-1	\$86,079			
	Improve Dumpster Sites	1450	SC032-1	\$36,789			
	Add & Replace Sidewalk	1450	SC032-1	\$25,900			
	Dwelling Structures - 1460						
SC032-1	Replace floor tile	1460	SC032-1	\$101,979			

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



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**Part III: Implementation Schedule for Capital Fund Financing Program**

PHA Name: Lancaster Housing Authority

Federal FFY of Grant: 2009

Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
PHA-Wide	03/17/2010		03/17/2012		
SC032-1	03/17/2010		03/17/2012		
SC032-1	03/17/2010		03/17/2012		

<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.



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<b>Part I: Summary</b>		<b>PHA Name: Lancaster Housing Authority</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: SC16P03250109 Replacement Housing Factor Grant No: Date of CFFP:		<b>FY of Grant: 2009</b> <b>FY of Grant Approval: 2009</b>	
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Line	Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/2009	Reserve for Disasters/Emergencies <input type="checkbox"/> Reserve for Disasters/Emergencies	Original	Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report		Total Actual Cost <sup>1</sup>
				Total Estimated Cost	Revised <sup>2</sup>	
1	Total non-CFF Funds					
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>					
3	1408 Management Improvements		\$50,665.00			
4	1410 Administration (may not exceed 10% of line 21)		\$25,332.00			
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs					
8	1440 Site Acquisition					
9	1450 Site Improvement		\$25,283.00			
10	1460 Dwelling Structures		\$152,044.00			
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment					
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities <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 CFF Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

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Part I: Summary

PHA Name: Lancaster Housing Authority	Grant Type and Number Capital Fund Program Grant No: SC16P03250109 Replacement Housing Factor Grant No: Date of CFP:	FFY of Grant: 2009 FFY of Grant Approval: 2009
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Line	Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	Reserve for Disasters/Emergencies <input type="checkbox"/>	Revised Annual Statement (revision no: ) <input type="checkbox"/>	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)			\$253,324.00			
21	Amount of line 20 Related to LBP Activities						
22	Amount of line 20 Related to Section 504 Activities						
23	Amount of line 20 Related to Security - Soft Costs			\$50,665.00			
24	Amount of line 20 Related to Security - Hard Costs						
25	Amount of line 20 Related to Energy Conservation Measures						
Signature of Executive Director <i>Jerry T. Hildner</i>				Date May 25, 2010	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.

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

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

Part II: Supporting Pages		Grant Type and Number		Federal FY of Grant: 2009				
PHA Name: Lancaster Housing Authority		Capital Fund Program Grant No: SC16P03250109						
		CFPP (Yes/ No): No						
		Replacement Housing Factor Grant No:						
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		
	Management Improvement			Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
PHA-Wide	Security Services	1408	LS	\$50,665				
	Subtotal 1408			\$50,665				
PHA-Wide	Administration	1410	LS	\$25,332				
	Subtotal 1410			\$25,332				
SC032-1	Site Improvements							
	Repair/Replace Sidewalks	1450	LS	\$25,283				
	Subtotal 1450			\$25,283				
	Dwelling Structures							
SC032-1	Replace interior doors (Phase II)	1460	100 DU	\$110,436				
SC032-2	Replace interior doors (Phase II)	1460	40 DU	\$41,608				
	Subtotal 1460			\$152,044				
	Capital Fund Program Total			\$253,324				

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.



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

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

**Part III: Implementation Schedule for Capital Fund Financing Program**  
 PHA Name: Lancaster Housing Authority

Federal FFY of Grant: 2009

Reasons for Revised Target Dates <sup>1</sup>

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	09/15/2011		09/15/2013		
SC032-1	09/15/2011		09/15/2013		
SC032-1	09/15/2011		09/15/2013		

<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.



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>			
PHA Name: Lancaster Housing Authority	Grant Type and Number Capital Fund Program Grant No: SC16P03250108 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2008 FFY of Grant Approval: 2008	

Line	Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/2009	Reserve for Disasters/Emergencies <input type="checkbox"/>	Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
				Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFFP Funds						
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>						
3	1408 Management Improvements			\$51,395.00		\$51,395.00	
4	1410 Administration (may not exceed 10% of line 21)			\$25,697.00		\$25,697.00	
5	1411 Audit						
6	1415 Liquidated Damages						
7	1430 Fees and Costs						
8	1440 Site Acquisition						
9	1450 Site Improvement			\$25,283.00			
10	1460 Dwelling Structures			\$154,596.00			
11	1465.1 Dwelling Equipment—Nonependable						
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 CFFP 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>		PHA Name: Lancaster Housing Authority		Grant Type and Number Capital Fund Program Grant No: SC16P03250108 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2008 FFY of Grant Approval: 2008	
------------------------	--	--	--	--	--	---	--

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)	\$256,971.00		\$77,092.00			
21	Amount of line 20 Related to LBP Activities						
22	Amount of line 20 Related to Section 504 Activities						
23	Amount of line 20 Related to Security - Soft Costs						
24	Amount of line 20 Related to Security - Hard Costs	\$51,395.00		\$51,395.00			
25	Amount of line 20 Related to Energy/Conservation Measures						
Signature of Executive Director		Date May 25, 2010		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.

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

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

Part II: Supporting Pages		Grant Type and Number		Federal FFY of Grant: 2008				
PHA Name: Lancaster Housing Authority		Capital Fund Program Grant No: SC16P03250108						
		CFEP (Yes/ No): No						
		Replacement Housing Factor Grant No:						
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		
	Management Improvement			Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
PHA-Wide	Security Services	1408	LS	\$51,395				
	Subtotal 1408			\$51,395				
PHA-Wide	Administration	1410	LS	\$25,697				
	Subtotal 1410			\$25,697				
SC032-1	Site Improvements	1450	LS	\$25,283				
	Repair/Replace Sidewalks			\$25,283				
	Subtotal 1450			\$25,283				
	Dwelling Structures							
SC032-1	Replace interior doors (Phase II)	1460	100 DU	\$110,436				
SC032-2	Replace interior doors (Phase II)	1460	40 DU	\$44,160				
	Subtotal 1460			\$154,596				
	Capital Fund Program Total			\$256,971				

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



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

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

**Part III: Implementation Schedule for Capital Fund Financing Program**  
 PHA Name: Lancaster Housing Authority

**Federal FFY of Grant: 2008**

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	06/12/2010		06/12/2012		
SC032-1	06/12/2010		06/12/2012		
SC032-1	06/12/2010		06/12/2012		

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



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>			
PHA Name: Lancaster Housing Authority	Grant Type and Number Capital Fund Program Grant No: SC16P03250107 Replacement Housing Factor Grant No: Date of CFPP:		FFY of Grant: 2007 FFY of Grant Approval: 2007

Line	Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/2009	Reserve for Disasters/Emergencies <input type="checkbox"/>	Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	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)						
5	1411 Audit						
6	1415 Liquidated Damages						
7	1430 Fees and Costs						
8	1440 Site Acquisition						
9	1450 Site Improvement						
10	1460 Dwelling Structures						
11	1465.1 Dwelling Equipment—Nonependable						
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>FFY of Grant: 2007</b>	
<b>PHA Name:</b> Lancaster Housing Authority	<b>Grant Type and Number:</b> Capital Fund Program Grant No: SC16P03250107 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant Approval: 2007</b>	

Type of Grant  
 Original Annual Statement  
 Reserve for Disasters/Emergencies  
 Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 09/30/2009  
 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)	\$220,851.00		\$211,487.00	\$173,410.87
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	\$44,170.00		\$44,170.00	\$44,170
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

Signature of Executive Director *Jonny T. H. Hopper* Date May 25, 2010

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 CFF 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

**Part III: Implementation Schedule for Capital Fund Financing Program**

PHA Name: Lancaster Housing Authority						Federal FFY of Grant: 2007
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates	
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date		
PHA-Wide	09/12/2009		09/12/2011			
SC032-1	09/12/2009		09/12/2011			
SC032-1	09/12/2009		09/12/2011			

<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.



# Relay for Life event to move to USCL campus this year

Sherry Archie For The Lancaster News

Spring brings budding trees and blooms of bulbs - an annual reminder of the renewal of life.

Another springtime reminder of new beginnings is the American Cancer Society's Relay for Life.

The 2010 Lancaster County Relay for Life will be held on April 23 at a new location - the University of South Carolina at Lancaster campus.

Donna Parsons, who serves as event co-chairwoman, said USCL invited the relay group to hold its event on the campus to promote community involvement.

"We are looking forward to working with USCL this year. John Catalano (dean of USCL) has really helped us pull the relay together this year," Parsons said. "We hope our relay will grow with USCL as it grows."

The co-chairs of the Relay for Life committee, as well as its logistics committee, were searching for teams, though some new a new location that would teams have joined the provide plenty of room for fundraising effort. Registrations expected 6,000 to 7,000 is available online visitors, so the offer from at [www.relayforlife.org/](http://www.relayforlife.org/) USCL was welcomed. lancasterse or by calling

Juline Wieland, Tara Me... (803) 283-3333 and leaving Cormick and Angela your name and number. Vaughan serve with Par- The night of the relay, all sons as co-chairwomen of cancer survivors and a the event. guest will be honored at a

Last year's Relay for Life dinner sponsored by First raised \$256,407.49 in sup- Citizens Bank, USCL and port of the American Can- the USCL Rotaract Club at cer Society Wieland said the Carole Ray Dowling the goal for 2010 is Center at USCL.

\$215,000 As of March 13, As with the first Relay for \$26,157.35 has been raised, Life event, team members according to the Relay for are e-H:(maged to e.al11) Lf&Web site: ...foverpigit...me.el"y ... H.H(f

Fifty-seven teams have keeping a minimum of one registered and more are walker on the track at all being added for the 2010 times. The purpose is for relay. That's one more team volunteers to dedicate 24 than participated in last hours awake and active year's relay. symbolic to the fact that



FILE PHOTO

Participants in the 2009 Relay For Life take a symbolic walk last year, the relay was held at the soccer field adjacent to North Elementary School. This year it will be at the University of South Carolina at Lancaster campus.

cancer does not sleep.

Last year, 126 team members stayed the entire night - an increase from 2008 when about 41 remained all night.

Campsites may be set up in the parking lots of Hubbard and Star halls, with parking available at the Bradley Arts and Sciences Building.

Gates will open at 5 p.m. April 23 with the cancer survivors making their first lap at 7 p.m. The horseshoe will be lined with luminaries bought in honor or in memory of family and friends touched by cancer.

Team members will walk along the glowing luminaries at 10 p.m. while the names of those honored are read.

Events such as Relay for

Life take a lot of planning and coordination.

Team captain meetings have been held regularly since November as fundraising began.

There are other events that are more focused on the survivors. These events offer education and enhanced cancer awareness as well as supportive programs.

One such event was the Survivor Celebration Expo, held Saturday at Covenant Baptist Church in Lancaster.

In years past, this event included a formal sit-down dinner on a Thursday night, but it was changed moving it to Saturday afternoon with an informal luncheon expo.

"Many of our survivors indicated that they couldn't really get out too well at night and they wanted more time to socialize with one another," Wieland said.

Health and medical groups including doctors, beauticians and make-up representatives were on hand at the event to focus on awareness and cancer prevention, from screenings to treatment.

Look Good, Feel Better is another related program to help cancer survivors.

Here, cosmetologists trained to work with cancer patients provide women with makeup and skin care advice, as well as wigs, caps and scarves to wear.

There are four Look Good, Feel Better sessions held each year. The next one will be 2 to 4 p.m. place April 4 at the Marion Sims Theater at Springs Memorial Hospital. To register, call (803) 289-8747.

To learn more about other events related to the Relay for Life, visit [www.relayforlife.org/lancasterse](http://www.relayforlife.org/lancasterse).

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## PUBLIC HEARING NOTICE

Section 511 of the Quality Housing and Work Responsibility Act of 1998 created the requirement for public housing agency plans.

The 2010 Annual Plan serves as a guide to the policies and strategies of the Housing Authority of Lancaster to address the housing needs of low-income families.

The Housing Authority of Lancaster invites public comment on the plan and will conduct a public hearing to discuss the plan at the Multipurpose Building of the Housing Authority of Lancaster, 3502 Caroline Courts, Lancaster, South Carolina, on:

Tuesday,  
May 4, 2010 at 6 p.m.

The proposal plan and other relevant information are available for public review and inspection beginning March 18, 2010 between the hours of 8:00 am - 12 noon and 1:00 pm - 5 pm Monday through Friday and Wednesdays between the hours of 8:00 am - 12 noon only at the office of the Housing Authority of Lancaster, 3502 Caroline Courts, (Williams Estate Drive off Springdale Road) Lancaster, South Carolina.

# **Housing Authority of Lancaster Resident Advisory Board Meeting Minutes of May 4, 2010**

**Present:** Mr. Henry Flanagan 219 FLR.; Ms. Shirley Green 213 FLR; Ms. Yulonda Wright 602 CC; Ms. Mary Harris 1802 CC; Ms. Sherry Long-Sanchez 1602 CC; Ms. Jacqueline Martin 3302 CC; Ms. Deborah Sims 2212 CC. Ms. Sharon Coleman, Resident Coordinator, Mr. Jerry Witherspoon, ED.

The meeting was called to Order by Mr. Witherspoon@ 6:36 p.m. Mr. Witherspoon thanked everyone for serving on the board.

Mr. Witherspoon stated the reason for the meeting is to discuss and review the PHA 5-Year and Annual Plan that must be submitted to HUD. He then thoroughly explained the contents of the proposed Five-Year Plan. He informed them that under the American Recovery Reinvestment Act of 2009, we are completing the following projects: 1) Installing decorative fences on the front but the back fence lines will still be the chain link fences. We are working in Caroline Court first and as soon as Caroline Court is finish we will start in Frank L. Roddey. 2) Sidewalks are being replaced because some of them had buckles in them and it was a safety hazard. Also, in our assessment with HUD that was one of the things we were ding for was the sidewalks. 3) New dumpster pad are being installed, some are being set back so they won't be in front of the units and they will be brick instead of wood.

The Capital Funds are used to provide a better place for tenants to live and in addition to that we need to do a plan for the next four years and that's why we are meeting with you and need your input. In addition to the item already contained in the plan, the following input was provided by the advisory board:

1. Stated that the hood range fans need to be replaced in the kitchens.
2. Mr. Henry Flanagan stated that the fans in the bathrooms need to be replaced and the kitchen counter tops.
3. Ms. Sherry Long-Sanchez stated that some of the door knobs in the unit are loose and also the storm doors need to be fixed.
4. Bathroom vanity mirrors.
5. Ms. Mary Harris suggested changing light fixtures.

Mr. Witherspoon said that maintenance will handle some of those things because there are certain things that are their responsibility.

Advisory Board said they want and need the hood range covers in the kitchen and bathroom vanity mirrors as a priority. Mr. Witherspoon said we may be able to get to the hoods this year. Ms. Mary Harris states that the light fixtures need to be change because you have to call maintenance to change your bulb to keep from breaking the light fixture. The hood fans need to be change in the kitchen because they look really bad.

Mr. Flanagan and Ms. Green said that they need some more trees cut across town and Mr. Flanagan stated the mailboxes across town are backwards.

Mr. Witherspoon said we are changing the mailboxes here in Caroline Court and putting all the boxes in the front and we will take a look at the boxes across town.

Another thing is, we have some three and four bed room apartments that need the floors changed out and we will be working on that. The contractor that we have to do the floors will replace everything in one day.

Inform them that Donald Ghent with maintenance has retired. There will be some changes in the way we do maintenance and we need the help of the tenant to do maintenance. Right now maintenance is caught up and while they are caught up will have some filler projects for them to do like pressure washing and painting the lines on the pavement etc. The stairwells need to be cleaned and we need the help of the advisory board members to talk it up about keeping the stairwells clean to the tenants.

Mr. Witherspoon asked if there was anything else. There was none. He stated that he would try to have items 1, 2, 4 and 5 included in the plan. He stated that he appreciates everybody coming.

The meeting was adjourn 7:43 p.m.

Submitted by Sharon Coleman, Resident Coordinator

## HOUSING AUTHORITY OF LANCASTER (HAL)

### VIOLENCE AGAINST WOMEN ACT (VAWA) PRACTICE

*(This is the current practice of the Housing Authority of Lancaster with all intents and purpose of becoming the policy.)*

#### **I. Purpose and Applicability**

The purpose of this policy (herein called “Policy”) is to implement the applicable provisions of the Violence Against Women and Department of Justice Reauthorization Act of 2005 (Pub. L. 109-162) and more generally to set forth Housing Authority of Lancaster’s policies and procedures regarding domestic violence, date violence, and stalking, as hereinafter defined.

This Policy shall be applicable to the administration by HAL of all its federally subsidized public housing and Section 8 rental assistance program under the United States Housing Act of 1937 (42 U.S.C. §1437 *et seq.*). Notwithstanding its title, this policy is gender-neutral, and its protection are available to males who are victims of domestic violence, dating violence, or stalking as well as female victims of such violence.

#### **II. Goals and Objectives**

This Policy has the following principal goals and objectives:

- A. Maintaining compliance with all applicable legal requirements imposed by VAWA;
- B. Ensuring the physical safety of victims of actual or threatened domestic violence, dating violence, or stalking who are assisted by HAL;
- C. Providing and maintain housing opportunities for victims of domestic violence dating violence, or stalking;
- D. Creating and maintaining collaborative arrangements between HAL, law enforcement authorities, victim service providers, and others to promote the safety and well-being of victims of actual and threatened domestic violence, dating violence and stalking, who are assisted by HAL; and
- E. Taking appropriate action in response to an incident or incidents of domestic violence, dating violence, or stalking, affecting individual assisted by HAL.

#### **III. Other HAL Policies and Procedures**

This policy shall be referenced in and attached to the Housing Authority of Lancaster’s Five-Year Public Housing Agency Plan and shall be incorporated in and made a part of the Housing Authority of Lancaster Admissions and Continued Occupancy Policy and Housing Authority of Lancaster’s Section 8 Administrative Plan. HAL’s annual public housing agency plan shall also contain information concerning HAL’s activities, services or programs relating to domestic violence, dating violence, and stalking.

To the extent any provision of this policy shall vary or contradict any previously adopted policy or procedures of HAL, the provisions of this policy shall prevail.

#### **IV. Definitions**

As used in this Policy:

- A. *Domestic Violence* – The term “domestic violence” includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabiting with or has cohabited with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.”
- B. *Dating Violence* – Means violence committed by a person-
  - 1. who is or has been in a social relationship of a romantic or intimate nature with the victim; and
  - 2. where the existence of such a relationship shall be determined based on a consideration of the following factors:
    - a. The length of the relationship.
    - b. The type of relationship
    - c. The frequency of interaction between the persons involved in the relationship.
- C. *Stalking* – means:
  - 1. To follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate another person; and 2) to place under surveillance with the intent to kill, injure, harass or intimidate another person; and
  - 2. In the course of , or as a result of, such following, pursuit, surveillance or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to-
- D. *Immediate Family Member* – means, with respect to a person-
  - 1. A spouse, parent, brother, sister, or child of that person, or an individual to whom that person stands in loco parentis; or
  - 2. Any other person living in the household of that person and related to that person by blood or marriage.
- E. *Perpetrator* – means person who commits an act of domestic violence, dating violence or stalking against a victim.

## **V. Admissions and Screening**

*Non-Denial of Assistance.* HAL will not deny admissions to public housing or to the Section 8 rental assistance program to any person because that person is or has been a victim of domestic violence, dating violence, or stalking, provided that such person is otherwise qualified for such admission.

Where the HAL received adverse information about an applicant/household member and is aware that domestic violence might be involved, the HAL shall determine whether there is a substantial connection between the adverse information and the fact that the applicant/household member is a victim of domestic violence. If the HAL determines that there is such a connection, then the HAL shall disregard the adverse information (provided that the perpetrator will not be part of the applicant's household).

A substantial connection includes, but is not limited to, where a victim loses financial support (e.g. victim's job or perpetrator's wages) due to domestic violence and is evicted (or receives a negative landlord reference) for late or nonpayment of rent; where a victim is evicted or received a negative landlord reference due to property damage and/or noise or other interference with neighbors caused by the perpetrator; and where a victim received a negative landlord reference for breaking a lease prior to its expiration due to domestic violence.

## **VI. Termination of Tenancy or Assistance**

A. *VAWA Protections.* Under VAWA, public housing residents and persons assisted under the Section 8 rental assistance program have the following specific protections, which will be observed by HAL:

1. An incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be considered to be a "serious or repeated" violation of the lease by the victim or threatened victim of that violence and will not be good cause for terminating the tenancy or occupancy rights of or assistance to the victim of that violence.
2. In addition to the foregoing, tenancy or assistance will not be terminated by HAL as a result of criminal activity, if that criminal activity is directly related to domestic violence, dating violence or stalking engaged in by a member of the assisted household, a guest or another person under the tenant's control, and the tenant or an immediate family member is the victim or threatened victim of this criminal activity. However, the protection against termination of tenancy or assistance described in this paragraph is subject to the following limitations:
  - a. Nothing contained in this paragraph shall limit any otherwise available authority of HAL or a Section 8 owner or manager to terminate tenancy, evict, or to terminate assistance, as the case may be, for any violation of a lease or program requirement not premised on the act or acts of domestic violence, dating violence, or stalking in question against the tenant or a member of the tenant's household. However, in taking any such action, neither HAL nor a Section 8 manager or owner may apply a more demanding standard to the victim of domestic violence, dating violence or stalking than that applied to other tenants.
  - b. Nothing contained in this paragraph shall be construed to limit the authority of HAL or a Section 8 owner or manager to evict or terminate from

assistance any tenant or lawful applicant if the owner, manager or HAL, as the case may be, can demonstrate an actual and imminent threat to other tenants or to those employed at or providing service to the property, if the tenant is not evicted or terminated from assistance.

3. Where property damage is caused by a perpetrator, the HAL shall not terminate the Section 8 subsidy or evict from public housing the victim of domestic violence, dating violence, or stalking because of such property damage.
  4. Where nonpayment of rent or other charges due the HAL is caused by the perpetrator, and where the victim of domestic violence, dating violence or stalking removes said perpetrator from the lease, the HAL shall offer the remaining household members a reasonable repayment plan (without charging late fees but may recover costs) and shall not evict the remaining members for such nonpayment so long as they substantially comply with said plan.
- B. *Removal of Perpetrator.* Further, notwithstanding anything in paragraph VI.A2. or Federal, State or local law to the contrary, HAL or a Section 8 owner or manager, as the case may be, may bifurcate a lease, or remove a household member from a lease, without regard to whether a household member is a signatory to a lease, in order to evict, remove, terminate occupancy rights, or terminate assistance to any individual who is a tenant or lawful occupant and who engages in acts of physical violence may be taken without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such violence who is also the tenant or a lawful occupant. Such eviction, removal, termination of occupancy rights, or termination of assistance shall be effected in accordance with the procedures prescribed by law applicable to terminations of tenancy and evictions by HAL.

## **VII. Verification of Domestic Violence, Dating Violence or Stalking**

- A. Requirement for Verification. The law allows, but does not require, HAL or a Section 8 owner or manager to verify that an incident or incidents of actual or threatened domestic violence, dating violence, or stalking claimed by a tenant or other lawful occupant is bona fide and meets the requirements of the applicable definitions set forth in this policy. Subject only to waiver as provided in paragraph VII. C., HAL shall require verification in all cases where an individual claims protection against an action involving such individual proposed to be taken by HAL. Section 8 owners or manages receiving rental assistance administered by HAL may elect to require verification, or not to require it as permitted under applicable law.

Verification of a claimed incident or incidents of actual or threatened domestic violence, dating violence or stalking may be accomplished in one of the following three ways:

1. HUD-Approved Form – by providing to HAL or to the requesting Section 8 owner or manager a written certification, on a form approved by the U.S. Department of Housing and Urban Development (HUD), that the individual is a victim of domestic violence, dating violence or stalking that the incident or incidents in question are bona fide incidents of actual or threatened abuse meeting the requirements of the applicable definition(s) set forth in this policy. The incident or incidents in question must be described in reasonable detail as required in the HUD-approved form, and the completed certification must include the name of the perpetrator.

2. Other documentation – by providing to HAL or to the requesting Section 8 owner or manager documentation signed by an employee, agent, or volunteer of victim service provider, an attorney, or a medical professional, from whom the victim has sought assistance in addressing the domestic violence, dating violence or stalking, or the effects of the abuse, described in such documentation. The professional providing the documentation must sign and attest 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 meeting the requirements of the applicable definition(s) set forth in in this policy. The victim of the incident or incidents of domestic violence, dating violence or stalking described in the documentation must also sign and attest to the documentation under penalty of perjury.
3. Police or court record – by providing to HAL or to the requesting Section 8 owner or manager a Federal, State, tribal, territorial, or local police or court record describing the incident or incidents in question.

B. *Time allowed providing verification/failure to provide.* An individual who claims protection against adverse action based on an incident or incidents of actual or threatened domestic violence, dating violence or stalking, and who is requested by HAL, or a Section 8 owner or manager to provide verification, must provide such verification within 14 business days (ie., 14 calendars days, excluding Saturday, Sundays, and federally-recognized holidays) after receipt of the request for verification. Failure to provide verification, in proper form withstanding such time will result in loss of protection under VAWA and this policy against a proposed adverse action. Extensions may be granted for good cause.

## **VII. Confidentiality**

- A. Right to Confidentiality. All information (including the fact that an individual is a victim of domestic violence, dating violence or stalking) provided by HAL or to a Section 8 owner or manager in connection with a verification required under section VII of this policy or provided in lieu of such verification where a waiver of verification is granted, shall be retained by the receiving party (currently Administrative Assistant) in confidence and shall neither be entered in any shared database nor provided to any related entity, except where disclosure is:
1. Requested or consented to by the individual in writing, or
  2. Required for use in public housing eviction proceeding or in connection with termination of Section 8 assistance, as permitted in VAWA, or
  3. Otherwise requested by applicable law.

## **VII. Notification**

Housing Authority of Lancaster provide notification to applicants, tenants, and Section 8 owners and manager, concerning the rights and obligations created under VAWA relating to confidentiality, denial of assistance and, termination of tenancy or assistance. VAWA brochures are posted in the main lobby as well as coordinator offices for review and notification. This information is reviewed with individuals during annual recertification.