

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**

1.0	PHA Information PHA Name: ___Mount Hope Housing Authority A Type: xx Small <input type="checkbox"/> High Performing <input type="checkbox"/> Standard PHA Code: ___WV007 PHA Fiscal Year Beginning: (MM/YYYY): 07/01/2010 <input type="checkbox"/> HCV (Section 8)				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: ___135_____ Number of HCV units: _____				
3.0	Submission Type xx <input type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
					PH HCV
	PHA 1:				
	PHA 2:				
	PHA 3:				
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.				
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: The mission of the agency is to promote adequate, affordable housing, economic opportunity, and a suitable living environment for the families we serve in a non-discriminatory manner. It is further our mission to be the area's affordable housing of choice. We shall continue to provide housing in a cost effective manner and to operate in an efficient, ethical and professional manner. We are committed to excellence in offering affordable housing options and opportunities to the area which we serve. We are committed to building better neighborhoods by providing housing opportunities to qualified individuals and families through creative and professional service in partnership with the greater community. It is our mission to revitalize and maintain neighborhoods in our community and to be a positive force by working with others to assist families with appropriate supportive services. We shall continue to assist low-income families with safe, decent and affordable housing opportunities as they strive to achieve self-sufficiency and improve the quality of their lives. We will create and maintain partnerships with clients and appropriate community agencies to accomplish this mission				
5.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. Our goal is to manage the existing public housing program in an efficient and effective manner and continue to be designated as a high performer in our field. Our goal is also to manage the authority in full compliance with applicable statues and regulations as defined by program audit findings. We will adapt our housing stock and program resources to closely meet the needs and markets identified in our needs assessment. We will assist our local government in identifying housing needs in our community. We will continue to provide a safe and secure environment for our residents and surrounding community. We will continue to provide proper curb appeal in our development area. We will continue to maintain the authority's property in a decent condition. We shall continue to provide access to supportive service agencies to our residents. The Authority has met most of its goals and objectives from the last 5 year plan: We remain at 97 to 100% occupancy. We have worked with our local government in identifying an area of our property where affordable homes can be built for a home-ownership program for low-income families. We have installed video cameras throughout our property which has resulted in a marked decrease in crime. We house one police officer on our site to further control criminal activity. We now have a full time social worker on staff who concentrates on support issues for our residents. We continue to score well on our PHAS reports.				
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: None (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. 9B Midtown Terrace, Mount Hope, West Virginia 25880				

7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p><i>The Housing Authority is currently writing an application to dispose of 4.85 acres of unused land to deed to another agency for the purpose of a homeownership program for low and moderate income families. This proposal is for 4- 6 individual homes consisting of 3 bedrooms.</i></p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p>
8.3	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p>Our analysis of our waiting list relates the following facts. We house mostly people who are raised in Mount Hope and who choose to live here rather than attracting people from the surrounding area. There is one area of need shown by our 1 bedroom waiting list. We currently have 38 people on this list with 33 of them being adults who are neither elderly nor disabled. It would be consistent with our local area to provide one bedroom apartments which are not designated for elderly or handicapped people. We have very little turn over in our 1 bedroom apartments and this list is currently closed due to the high number of people on the list. We have 19 people on our 2 bedroom waiting list. This number stays constant because we are usually able to house within 6 to 8 months of application date. Our 3 bedroom waiting list has 5 people on it. There is very little turn over in our 3 bedroom units and when one becomes available it is usually offered to a current resident for transfer.</p> <p>Due to our slower economy in the past year we have had fewer move-outs in our complex. This has resulted in our having a larger number of people on our waiting lists. We have good, affordable housing stock in our area for our population base (1500 in our town) and we address our town's housing needs in an efficient manner.</p> <p>Priorities and program guidelines change from year to year and our decisions to pursue certain opportunities and resources may also change over the coming years if there are circumstances that might warrant action.</p>
9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <p>The Housing Authority constantly updates its waiting list and monitors the needs or special needs of those who are either waiting to be housed or who are housed. Our town does not have a high vacancy rate in either owned or rented housing. We have worked in conjunction with the City of Mount Hope to designate a portion of this agency's unused land to be transferred to another non-profit agency to build 4 to 6 individual homes for purchase by low to moderate income people. Assuming that this disposition application is approved by the HUD office these homes will be under construction this coming summer (2010).</p> <p>The Housing Authority is the housing of choice by our low income population. The City does not offer any other subsidized housing except one private development with 25 units which are for elderly and or disabled persons. There is not a lot of rental housing available in our town and most people who are looking for housing have applied with our agency.</p>

<p>10.0</p>	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>The Housing Authority continues to earn High Performer Status on its PHAS scores; we maintain 98 to 100% occupancy; we have a well-trained, highly-motivated, customer-friendly staff; we maintain our property in an efficient and cost-effective manner; we maintain our real estate in a safe and decent condition.</p> <p>We manage our housing program in a manner that results in full compliance with applicable statutes and regulations. We are in full compliance with generally accepted accounting principles and practices.</p> <p>We are working with the City of Mount Hope and the Central Appalachia Empowerment Zone to provide 4 to 6 new construction homes for low to moderate income households.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p> <p>The housing authority defines Substantial Deviation and Significant Amendment or Modification as they relate to the Agency Plan as follows:</p> <p>Substantial deviation from the 5 year plan shall be explained in the Annual Plan for the period in which they occur and shall include:</p> <p>Any change to rent or admissions policies or organization of the waiting list; additions of non-emergency work items when dollar amounts exceed 10% of capital fund budget or the amount of replacement reserve funds that 10% of the annual capital fund budget; and any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.</p> <p>Significant Amendment or Modification to the annual plan is any change to rent or admissions policies or organization to the waiting list; additions of non-emergency work items when dollar amounts exceed 10% of capital fund budget or the amount of replacement reserve funds that exceed 10% of the annual capital fund budget, and any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.</p>
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<p>11.0</p>	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

Instructions form HUD-50075

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

1.0 PHA Information

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

2.0 Inventory

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

3.0 Submission Type

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

4.0 PHA Consortia

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

5.0 Five-Year Plan

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

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

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

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

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

PHA Plan Elements. (24 CFR 903.7)

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

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.

3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.

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

5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.

6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.

7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**

8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

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

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

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

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

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

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

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

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

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

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

8.2 Capital Fund Program Five-Year Action Plan

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

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

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

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

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

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

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

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

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

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

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

Executive Summary (optional)

[903.7(r)]. If desired, provide a brief overview of the contents of the streamlined 5-Year/Annual Plan.

1. Statement of Housing Needs [24 CFR Part 903.12 (b), 903.7(a)]

A. Housing Needs of Families on the Public Housing and Section 8 Tenant-Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting lists. Complete one table for each type of PHA-wide waiting list administered by the PHA. PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the PHA's Waiting Lists			
Waiting list type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
Waiting list total	# of families	% of total families	Annual Turnover
Extremely low income (>=30% AMI)	46	78	25
Very low income (>30% but <=50% AMI)	11	7	
Low income (>50% but <80% AMI)	2	3	
Families with children	24	41	
Elderly families	5	8	
Families with Disabilities	7	12	
Race/ethnicity white	39	66	
Race/ethnicity Black	20	34	
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	35	59	
2 BR	19	32	
3 BR	5	8	
4 BR	None available		
5 BR	None available		
5+ BR	None available		
Is the waiting list closed (select one)? xx No <input type="checkbox"/> Yes <input type="checkbox"/> How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

GOALS AND OBJECTIVES

FIVE YEAR PLAN FOR THE HOUSING AUTHORITY OF THE CITY OF MOUNT HOPE 2010—2014

CUSTOMER SATISFACTION

The Housing Authority has on staff a certified social worker who regularly works with our residents on issues in their personal lives as well as with the administration of the public housing stock. This staff person holds regular meetings with residents for entertainment and educational purposes. This has proven to be a good addition to our staff since the residents are beginning to feel that they are a part of the community rather than just living in the complex. We have more residents interested in what the housing authority does rather than just the organization that provides them housing. We do not receive many complaints from residents regarding their housing or the area in which they live.

As a result of this staff person working with resident families, we now have 3 residents enrolled in college. In the past fifteen years, we have had only two residents go on to college after graduating from high school. The social worker has spent much time on talking to families about the need for higher education as a means to a better quality of life. This staff person monitors when school age children are absent from school and reports to the local truant office when there seems to be a pattern of truancy.

The social worker has taken several surveys of residents since coming aboard regarding activities that residents would like to have at our sites. We have instituted senior activity days, shopping trips to the local mall, getting to know you days etc since our social worker was hired. We have had three positive articles published in the local newspaper about our activities in the past year.

We have recently been successful in forming a Resident Advisory Board. This board has met three times in the past three months and is working closely with our social worker on issues of concern to them and other residents. They are working on compiling a survey for all residents to determine the needs of the housing authority residents as a whole. The resident advisory board also worked with the social worker on planning a gardening day at the housing authority. Other activities are planned in the future, with art classes being our next activity.

The Housing Authority publishes a monthly newsletter with rent statements that is mailed to all residents. In addition, notices are delivered door-to-door as the need arises.

DEMOLITION /DISPOSITION

The Housing Authority is not planning any demolition of units at Stadium Terrace. Our State Office of Historic Preservation believes that Stadium Terrace units have merit as historic structures since the City of Mount Hope has designated its downtown as a Historic District.

We are planning disposition of unused acreage. This disposition application has been submitted to the SAC in Chicago. We are waiting for approval before making further plans on the acreage.

When the plan is approved, the Housing Authority will deed this land to another non-profit organization for the purpose of building six 3 bedroom starter homes for low income families. The Central Appalachia Empowerment Zone has been declared a CHODO and has been allocated \$500,000 for construction of homes in our area. The CAEZ will market to our residents and persons on our waiting list before going into the greater community for applicants for this housing.

This new community has been planned with the cooperation of the City of Mount Hope, the Housing Authority, the Central Appalachia Empowerment Zone, and our newly formed Resident Advisory Board.

AFFIRMATIVE MEASURES

The Housing Authority regularly advertises on the local radio station and other media showing that we provide housing in a non-discriminatory manner. All residents are treated equally regardless of sex, race, ethnicity, family status or disability. All advertising uses our equal housing opportunity logo, and all contracts are let using non-discriminatory measures.

The housing authority staff is a highly trained group of people who offer professional services to residents and applicants. Our maintenance staff prepares our units for lease-up within 5 days and we maintain a 97 – 100% occupancy rate at all times. Our waiting list has grown over the past two years and we now have an approximate waiting time of 8 months before applicants can be housed. We attribute this to our waning economy of the last two years. Our residents are not moving out at the rate they were before the economy became depressed.

Our real estate is maintained in a decent condition and we regularly inspect our apartments. A common compliment to us is that we do not “look like” public housing.

Routine work orders are usually responded to within two days from the date of reporting to the office. All emergency work orders are abated within 24 hours of notice.

We receive applicants through the Department of Health and Human Resources and other agencies who work with low-income and disabled populations. Our goal is and will be to maintain our housing program in a manner that is non-discriminatory.

Our community room is used constantly by local organizations and governmental entities for public meetings. We partner with the City of Mount Hope, the Historic Preservation Organization, the On Track Committee, the Greater Mount Hope Community Fund, the West Virginia By-ways Committee, local churches, and any non-profit organization who would like to use our room for meetings. We hosted training for the Census Bureau this past year in our community room.

DETERRENT TO CRIMINAL ACTIVITY

The Housing Authority installed a closed circuit video surveillance system last year and has noticed a decrease in criminal behavior on our sites. We also house one local police officer who regularly walks the site. The presence of the on-site police officer as well as the video surveillance has allowed our residents to feel more protected and safe. Since we have installed the video surveillance system, the local police have used the cameras to identify perpetrators in 3 crimes.

The Housing Authority staff works closely with the local police department in all matters related to crimes committed on our property or by our residents off the sites. Our town is one of only 1500 residents and we do not have a high crime rate. Our housing authority population comprises ¼ of the town's population and 1% of the annual crime rate is attributable to our resident base. (Statistics provided by the Mount Hope City Police Department)

VIOLENCE AGAINST WOMEN

The Housing Authority staff works closely with the local police department, the Department of Human Services, and the local Women's Shelter in regard to violence against women. We encourage all victims of violence to discuss these issues with our social worker and seek the proper legal remedies whenever violent acts are committed by family members or other persons of interest. No trespassing notices are given to all people who commit acts of violence against our residents. Our local police department receives updated lists of no trespass notices in order to insure compliance with these notices.

The Housing Authority will institute some training seminars on Violence against Women through our Social Worker to assist people who might be victims of abuse and violence. The Housing Authority staff already requests all documents from the police department and the alleged victim when violence is reported to our staff. These documents are kept in the residents file in our social workers office.

It is our goal to make our residents more aware of this issue in the coming years.

Resident Advisory Board Meeting May 14, 2010

The RAB met on Friday, May 14, 2010, at 1:00 p.m. to talk about the disposition application and the Five Year Plan presented by the housing authority.

One written comment was received regarding the disposition application and home ownership program by the Central Appalachia Empowerment Zone. There were no written comments on the Five Year Plan. Residents were in favor of all the proposed improvements of the properties. The residents who were there liked the combination of red and beige siding for Stadium Terrace.

The residents then discussed a gardening day which is planned for June 4, 2010. There will be 13 people participating in this activity.

Cindy Gilkerson, acting chair

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 Mount Hope Housing Authority WV 007		Locality (City/County & State) Mount Hope, Fayette County, WV			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name	Work Statement for Year 1 FFY ____2010____	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	260,000.00	300,000.00	235,000.00	205,600.00
C.	Management Improvements				25,000.00	
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration					
F.	Other					
G.	Operations					
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds					
L.	Total Non-CFP Funds					
M.	Grand Total	201,690.00	265,000.00	300,000.00	260,000.00	205,600.00

Part III: Supporting Pages – Management Needs Work Statement(s)				
Work Statement for Year 1 FFY _____	Work Statement for Year ____2013_____ FFY _____		Work Statement for Year: _____ FFY _____	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See	Replace outdated computer systems and copiers throughout the office.	25000.00		
Annual Statement				
	Subtotal of Estimated Cost	\$ 25,000.00	Subtotal of Estimated Cost	\$

Part III: Supporting Pages – Management Needs Work Statement(s)				
Work Statement for Year 1 FFY _____	Work Statement for Year _____ FFY _____		Work Statement for Year: _____ FFY _____	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See				
Annual Statement				
	Subtotal of Estimated Cost	\$	Subtotal of Estimated Cost	\$

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

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

Part I: Summary		Grant Type and Number		FFY of Grant:		
PHA Name:		Capital Fund Program Grant No: WV15P00750 R09		2009		
Mount Hope Housing Authority		Replacement Housing Factor Grant No:		FFY of Grant Approval:		
		Date of CFPF: September 14, 2009		2009		
Type of Grant		Reserve for Disasters/Emergencies		Revised Annual Statement (revision no: /)		
Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: /)		
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 07-31-2010		<input type="checkbox"/> Final Performance and Evaluation Report		<input type="checkbox"/> Final Performance and Evaluation Report		
Line	Summary by Development Account	Total Estimated Cost	Revised ²	Obligated	Total Actual Cost ¹	Expended
1	Total non-CFP Funds	Original				
2	1406 Operations (may not exceed 20% of line 21) ³					
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	201,690.00		201,690.00	33,037.06	
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment					
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities ⁴					
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)	201,690.00		201,690.00	33,037.06	
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					

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

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

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

Part I: Summary	
PHA Name: Mount Hope Housing Authority	Grant Type and Number Capital Fund Program Grant No: WV15P00750100 Date of CFFP: September 14, 2009
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: 07-31-2010	FFY of Grant: 2009
<input type="checkbox"/> Reserve for Disasters/Emergencies	FFY of Grant Approval: 2009
Line Summary by Development Account	Revised Annual Statement (revision no: 1) <input type="checkbox"/> Final Performance and Evaluation Report
	Total Estimated Cost
	Revised ²
Signature of Executive Director <i>Angie Martin</i>	Total Actual Cost ¹
Date September 9, 2009	Obligated
	Expended
	Date
	Signature of Public Housing Director

