

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>Note: Standard and Troubled PHAs complete annually. Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan</p>
9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p>(a) Note: Standard and Troubled PHAs complete annually. Small and High Performers complete only for Annual Plan submitted With the 5-Year Plan</p> <p>(b) See Attachment Number 1</p>
11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

9.1	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.
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan. Note: Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" See Attachment No. 1-A</p>
11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

ATTACHMENTS:

- ATTACHMENT NO. 1-A **CRITERIA FOR SUBSTANTIAL DEVIATIONS AND SIGNIFICANT AMENDMENT/REQUIREMENTS**
- ATTACHMENT NO. 1-B **AMENDMENT TO ADMISSIONS AND CONTINUED OCCUPANCY POLICIES SELECTION METHOD AND TRANSFERS**
- ATTACHMENT NO. 2 **PERFORMANCE AND EVALUATION REPORT (FORM HUD-50075.1) FOR CFP IN36PO025501-09**
- ATTACHMENT NO. 2 **REVISED CFP ANNUAL STATEMENT FOR IN36P025501.10**
- ATTACHMENT NO. 3 **CFP FIVE YEAR ACTION PLAN**
- ATTACHMENT NO. 4 **INITIAL BUDGET (FORM HUD-50075.1) FOR IN36P025501-11**
- ATTACHMENT NO. 5. **PLAN ELEMENTS**
- ATTACHMENT NO. 6 **FORM HUD-50077-PHA PLANS CERTIFICATION**
- ATTACHMENT NO. 7 **FORM HUD-50077-CR-CIVIL RIGHTS CERTIFICATION**
- ATTACHMENT NO. 8 **FORM HUD-50070-CERTIFICATION OF A DRUG FREE WORKPLACE**
- ATTACHMENT NO. 9 **FORM HUD-50071-CERTIFICATION OF PAYMENTMENT TO INFLUENCE FEDERAL TRANSACTIONS**
- ATTACHMENT NO. 10 **FORM SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES**
- ATTACHMENT NO. 11 **RESIDENT ADVISORY BOARD ACTIVITIES**



**THE HOUSING AUTHORITY OF THE
CITY OF CHARLESTOWN
200 JENNINGS STREET
CHARLESTOWN, INDIANA 47111-0218**

**TELEPHONE (812) 256-6311
TDD (812) 256-6312**

FAX (812) 256-3386

**CRITERIA FOR SUBSTANTIAL DEVIATIONS AND
SIGNIFICANT AMENDMENTS**

-
1. Changes to rent or admission policies or organization of the waiting list;
 2. Additions of non-emergency work items (items not included in the current Annual Statement or 5 Year Action Plan) or changes in use replacement reserve funds under the Capital Fund;
 3. Addition of new activities not included in the current PHDEP Plan; and
 4. Any change with regard to demolition or disposition, designation, homeownership programs or conversions activities.

REQUIREMENTS FOR SIGNIFICANT AMENDMENTS TO THE PHA PLAN

-
1. PHA must consult with the Resident Advisory Board (RAB);
 2. PHA must ensure consistency with the Consolidated Plan of Indiana;
 3. PHA must provide for review of the amendments/modifications by the public during a 45-day public review period;
 4. PHA may not adopt the amendment or modification until the PHA has duly called a meeting if its Board of Commissioners. This meeting, at which the amendment or modification is adopted, must be open to the public; and
 5. PHA may not implement the amendment or modification until notification of the amendment or modification is provided to HUD and approved by HUD in accordance with HUD's plan procedures.

Ref: 24 CFR 903.21; 24 CFR 903.13, 903.15 and 903.17; Notice 99-31; Notice 99-51;
Notice 2000-43 (IV. B) and 24 CFR 903.7 ®



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**REQUIREMENT FOR SUBSTANTIAL DEVIATIONS AND
SIGNIFICANT AMENDMENTS**

ADMISSIONS AND CONTINUED OCCUPANCY POLICIES

Chapter 5. Page 11-A and Page 11-B. B. Selection Method.

Preference points established for applicants. No change for income targeting requirement.

Chapter 11. Transfers. Added Page 11. Public Housing residents requesting a transfer to the Section 8 Program/Section 8 Program participants requesting transfers to public housing.

1. PHA must consult with the Resident Advisory Board (RAB)
 - * RAB reviewed ACOP revision March 9, 2011 during RAB plan work session
2. PHA must ensure consistency with the Consolidated Plan of Indiana
 - * No issues with Consolidated Plan of Indiana
3. PHA must provide for review of the amendments/modifications by the public during a 45-day public review period
 - * Notice published March 16, 2011 (Charlestown Leader) for review and gave date of public meeting May 17, 2011
4. PHA may not adopt the amendment or modification until the PHA has duly called a meeting if its Board of Commissioners. This meeting, at which the amendment or modification is adopted, must be open to the public
 - * Amended ACOP approved by Board of Commissioners, May 9, 2011.
5. PHA may not implement the amendment or modification until notification of the amendment or modification is provided to HUD and approved by HUD in accordance with HUD's plan procedures.
 - * To be submitted to HUD for review/approval May 18, 2011

ADMISSIONS AND CONTINUED OCCUPANCY POLICIES

STAFF RECOMMENDATION

PHA staff recommends Board approval of Resolution No. 2011-04 revisions to the Admissions and Continued Occupancy Policies.

Background: Charlestown Housing Authority reviews the ACOP annually and revises policies as needed. Recommended changes are as follows:

1. CHAPTER 5. B. SELECTION METHOD. PAGE 11-A and 11-B. PREFERENCE POINTS ESTABLISHED FOR APPLICANTS. NO CHANGE FOR: INCOME TARGETING REQUIREMENT.
2. CHAPTER 11. TRANSFERS. ADDED PAGE 11. PUBLIC HOUSING RESIDENTS REQUESTING A TRANSFER TO THE SECTION 8 PROGRAM/SECTION 8 PROGRAM REQUESTING A TRANSFER TO PUBLIC HOUSING. HARDSHIP TRANSFERS.

April 9, 2011

B. SELECTION METHOD

PHAs must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that the PHA will use.

PHA POLICY

The PHA will use the following preferences:

1. **Working Families. 10 Preference Points**
The PHA has established a preference for working families, where the head, spouse, co-head or sole member is employed at least thirty (30) hours per week.

As required by the Department of Housing and Urban Development (HUD), families where the head, spouse, co-head or sole member is a person age 62 years or older, or is a person with disabilities, will also be given the benefit of the working preference. [24 CFR 960.206(b)(2)]
2. **Violence Against Women. 8 Preference Points**
Applicants for housing assistance from the PHA will receive a preference by virtue of their status as victims of domestic violence, dating violence and stalking, if otherwise eligible.
3. **Veterans or Service Person Preference. 6 Preference Points**

Veterans or Service Person Preference: This preference is given to an applicant who is a Veteran or member of the Armed Services or a dependent family member of a Veteran or a Service Person.
 - a. Veteran means any person honorable discharged from the Armed Forces of the United States after serving 181 consecutive days or more, or who served under the direction of the Armed Forces and clandestine forces of the United States.
 - b. A Service Person is part of an applicant's family and is in the military forces of the United States at the time of application for housing. Military forces means the Army, Navy, Air Force, Marine Corps, Coast Guard and the Commissioned corps of the U. S. Public Health Service.

Changes in Preference Status. Occasionally families on the waiting list who did not qualify for a preference at the time they applied for rental assistance will experience a change in circumstances that now qualifies them for a preference. In such instances: (1) It is the family's responsibility to contact the PHA; (2) Families certifying that they now qualify for a preference will be repositioned in accordance with their new preference and their date and time of application; and (3) They will then be informed in writing of their change in status and place on the waiting list.

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Denial of Preferences.

No preference of any kind will be given to an applicant if any member of the applicant's family was evicted during the past three years from housing assistance under the 1937 Housing Act Program because of drug-related criminal activity, except that the PHA may give an admission preference if the PHA determines that the evicted person:

1. Has successfully completed a rehabilitation program approved by the PHA;
2. Clearly did not participate in or know about the drug-related criminal activity; or
3. No longer participates in any drug-related criminal activity.

Income Targeting Requirement [24 CFR 960.202(b)]

HUD requires that extremely low-income (ELI) families make up at least 40% of the families admitted to public housing during the PHA's fiscal year. ELI families are those with annual incomes at or below 30% of the area median income. To ensure this requirement is met, the PHA may skip non-ELI families on the waiting list in order to select an ELI family.

If the PHA also operates a Housing Choice Voucher Program (HCV), admission of extremely low-income families to the PHA's program during a PHA fiscal year that exceeds the 75% minimum target requirement for the voucher program, shall be credited against the PHA's basic targeting requirement in the public housing program for the same fiscal year. However, under these circumstances the fiscal year credit to the public housing must not exceed the lower of: (1) ten percent of the public housing waiting list admissions during the PHA fiscal year; (2) ten percent of the waiting list admissions to the housing choice voucher program during the PHA fiscal year; or (3) the number of qualifying low-income families who commence occupancy during the fiscal year of PHA public housing units located in census tracts with a poverty rate of 30 percent or more. For this purpose, qualifying low-income family means a low income family other than an extremely low-income family.

PHA Policy

The PHA will monitor progress in meeting the extremely low-income requirement throughout the fiscal year. Extremely low-income families will be selected ahead of other eligible families on an as needed basis to ensure that income targeting requirements are met.

Public Housing Residents Requesting Section 8 Assistance

- A. **Residents with Special Needs Housing:** Residents of Public Housing are permitted to request a transfer to the Section 8 Program even when the Section 8 waiting list is closed to new applicants. They will be required to apply for a transfer in accordance with PHA hardship transfer procedures. If their request is approved, the resident's name will be placed on a Section 8 Transfer Waiting List according to the date of the transfer approval. As vouchers become available, these families will receive the next form of assistance in rotation with applicants from the Section 8 Program waiting list who are not currently receiving any form of assistance.

HARDSHIP TRANSFERS

OVERVIEW

A hardship transfer includes families who are transferring from either Public Housing or Section 8 Program to the other program because it has been determined that their needs would be met by the alternative program.

1. Section 8 participants may request a hardship transfer to Public Housing. The participant must, at the time of request and up to approval be an active Section 8 participant.
2. A hardship transfer is granted to alleviate an extreme hardship. Examples of a hardship transfer include a move to:
 - a. Be closer to family members who assist with daily care;
 - b. Gain access to transportation; or
 - c. Be closer to daycare, employment, or medical care.
3. The hardship transfer must be approved by the Executive Director.
4. Upon approval of the transfer request, the Section 8 participant must complete a public housing application and meet all public housing screening criteria before being allowed to move into a public housing unit.
5. A Section 8 participant who has requested and been approved for a transfer to public housing, and who has met all public housing screening criteria, will be assigned to a public housing unit according to the Public Housing Admission and Occupancy Policies. The Section 8 participant must give proper notice to their Section 8 landlord according to the terms of their lease.
6. Approved transfers from public housing to Section 8 will be issued a voucher one a one-for-one basis with applicants off the regular Section 8 waiting list.

POSTED:

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RESOLUTION NUMBER 2011-04

REVISIONS TO THE PUBLIC
ADMISSIONS AND CONTINUED OCCUPANCY POLICIES

WHEREAS, the Public Housing Authority of the City of Charlestown (PHA) has in effect Public Housing Admissions and Continued Occupancy Policies, dated May 14, 2007; and

WHEREAS, there has been presented and considered at this meeting of the Board of Commissioners a recommendation by staff to amend two policies of the Charlestown Housing Authority's Admissions and Continued Occupancy Policies; and

WHEREAS, these changes have been discussed and supported by the Resident Advisory Board; and

WHEREAS, a notice of the proposed amendments to the Admissions and Continued Occupancy Policies were posted February 8, 2011 and no comments were received; and

WHEREAS, the Board of Commissioners find that the proposed revisions are necessary and appropriate to the administration of the public housing; and

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Charlestown :

The Public Housing Admissions and Continued Occupancy Policies, as amended are adopted and become effective when approved by the Department of Housing and Urban Development.

After discussion, a motion was made by Commissioner Curtis to approve Resolution No. 2011-04 as introduced and read. The motion was seconded by Commissioner Vaughn. Upon roll call, the ayes and nays were as follows:

AYES:
5

NAYS:
0

Vice-Chairwoman Ballard declared the motion carried and the resolution was adopted.

Rhona Nazario, Chairwoman

Pamela Ballard
Pamela Ballard, Vice-Chairwoman

Betty Buckner
Betty Buckner, Commissioner

Linda Curtis
Linda Curtis, Resident Commissioner

Ruthie Johns, Commissioner

Saundra Johnson
Saundra Johnson, Commissioner

Michael Vaughn
Michael Vaughn, Commissioner

Henriette K. Bolly
Henriette K. Bolly, Secretary

Dated this 11th day of April 2011

Part I: Summary	
PHA Name: CHARLESTOWN HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: IN36P025501-09 Replacement Housing Factor Grant No: Date of CFFP:
FFY of Grant: 2009 FFY of Grant Approval: 2009 ATTACHMENT NO.2	

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

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	30,000.00	30,000.00	30,000.00	30,000.00
3	1408 Management Improvements	38,000.00	38,000.00	38,000.00	38,000.00
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	28,000.00	31,000.00	31,000.00	31,000.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	309,393.00	306,393.00	306,393.00	306,393.00
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 ⁴				

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

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

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

Part I: Summary					
PHA Name: Charlestown Housing Authority		Grant Type and Number Capital Fund Program Grant No: IN36P02550109 Replacement Housing Factor Grant No: No Date of CFFP:		FFY of Grant: 2009 FFY of Grant Approval: 2009 ATTACHMENT NO.2	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	405,393.00	405,393.00	405,393.00	405,393.00
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	26,000.00	26,000.00	26,000.00	26,000.00
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures	301,400.00	293,991.50	293,991.50	293,991.50
Signature of Executive Director Henriette K. Bolly 03/30/2011		Date		Signature of Public Housing Director	
				Date	

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

Part II: Supporting Pages								
PHA Name: CHARLESTOWN HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No: CFFP (Yes/ No): IN36P025501-09 Replacement Housing Factor Grant No:			Federal FFY of Grant: 2009 ATTACHMENT NO. 2		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
AMP 1- WOODRIDGE IN025000001	SIDING/SOFFIT REPLACEMENT	1460	115 UNITS	309,393.00	163,151.50	163,151.50	163,151.50	COMPLETED
	ENERGY STAR DHWH	1460	146 UNITS	-0-	130,840.00	130,840.00	130,840.00	COMPLETED
	TOTAL AMP 1			309,393.00	293,991.50	293,991.50	293,991.50	
AMP 2- BRYSONWOOD IN025000002	2 BR/HC UNITS-ADD EXTENSION TO REAR CONCRETE TRASH PAD & FENCE	1460	4 UNITS	-0-	8,582.00	8,582.00	8,582.00	COMPLETED
	BRYSONWOOD SHOWER VALVES	1460	16	-0-	3,819.50	3,819.50	3,819.50	COMPLETED
	TOTAL AMP 2			-0-	12,401.50	12,401.50	12,401.50	
FFES/COSTS	A/E SERVICES	1430	1 C.	28,000.00	31,000.00	31,000.00	31,000.00	
	GRAND TOTAL			337,393.00	337,393.00	337,393.00	337,393.00	

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

² To be completed for the Performance and Evaluation Report.

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								
PHA Name: CHARLESTOWN HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No: IN36P025501-09 CFFP (Yes/ No): 2009 Replacement Housing Factor Grant No:			Federal FFY of Grant: 2009 ATTACHMENT NO. 2		
Development Number Name/PHA- Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
AMP 1 IN025000001								
WOODRIDGE	OPERATIONS	1406		17,400.00	17,400.00	17,400.00	17,400.00	
	SECURITY (POLICE CONTRACT)	1408	1 CONTR	15,080.00	15,080.00	15,080.00	15,080.00	
	COMPUTER SOFTWARE	1408	1 CONTR	6,960.00	6,960.00	6,960.00	6,960.00	
	TOTAL AMP 1			39,440.00	39,440.00	39,440.00	39,440.00	COMPLETE
AMP 2 IN025000002								
BRYSONWOOD	OPERATIONS	1406		12,600.00	12,600.00	12,600.00	12,600.00	
	SECURITY (POLICE)	1408	1 CONTR	10,920.00	10,920.00	10,920.00	10,920.00	
	COMPUTER SOFTWARE	1408	1 CONTR	5,040.00	5,040.00	5,040.00	5,040.00	
	TOTAL AMP 2			28,560.00	28,560.00	28,560.00	28,560.00	COMPLETE
	GRAND TOTAL			68,000.00	68,000.00	68,000.00	68,000.00	

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

² To be completed for the Performance and Evaluation Report.

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: CHARLESTOWN HOUSING AUTHORITY IN025					Federal FFY of Grant: 2009 ATTACHMENT NO. 2
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
AMP 1 IN025000001 #1	03/30/2010	03/30/2010	09/30/2010	09/30/2010	
WOODRIDGE APT. #2	06/30/2010	09/30/2010	09/30/2010	03/30/2011	ADDITIONAL DHWH
PHA WIDE A/E	03/30/2010	03/30/2010	12/30/2010	12/30/2010	
OPERATIONS	12/30/2009	09/30/2009	12/30/2010	06/30/2010	
MGMT. IMPROV.	12/30/2009	12/30/2009	12/30/2010	12/30/2010	
AMP 2 IN025000002					
BRYSONWOOD					
OPERATIONS	12/30/2009	12/30/2009	12/30/2010	06/30/2010	
MGMT. IMPROV.	12/30/2009	12/30/2009	12/30/2010	12/30/2010	
BRYSON-2BR/HC	09/30/2010	09/30/2010	12/30/2010	12/30/2011	
BRYSONWOOD	-0-	03/30/2011	-0-	03/30/2011	

¹ 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

Part I: Summary					
PHA Name: Charlestown Housing Authority		Grant Type and Number Capital Fund Program Grant No: IN36P025501-10 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2010 FFY of Grant Approval: 2010 ATTACHMENT NO. 2
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: ONE) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	30,000.00	25,000.00	25,000.00	25,000.00
3	1408 Management Improvements	38,000.00	40,000.00	40,000.00	
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	28,000.00	35,000.00	35,000.00	26,000.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	257,393.00	236,724.00	111,278.00	56,295.20
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures	44,718.00	65,387.00	65,387.00	4,210.00
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

¹ To be completed for the Performance and Evaluation Report.

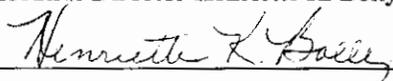
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

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

⁴ RHF funds shall be included here.

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

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

Part I: Summary					
PHA Name: Charlestown Housing Authority		Grant Type and Number Capital Fund Program Grant No: IN36P025501-10 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant:2010 FFY of Grant Approval: 2010	
Type of Grant					
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: ONE) ATTACHMENT NO. 2	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	402,111.00	401,111.00	276,665.00	111,505.20
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	26,000.00	26,000.00	26,000.00	
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures	262,393.00	170,737.00	176665.00	63,779.31
Signature of Executive Director Henriette K. Bolly 05/09/2011 		Date		Signature of Public Housing Director Date	

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

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								
PHA Name: Charlestown Housing Authority			Grant Type and Number Capital Fund Program Grant No: IN36P025501-10 CFFP (Yes/ No): No Replacement Housing Factor Grant No:			Federal FFY of Grant: 2010		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
AMP 1 IN025000001 Woodridge	Operations	1406	58%	14,500.00	14,500.00	14,500.00	14,500.00	
	Security (Police Contract)	1408		15,080.00	15,080.00	15,080.00		
	Computer Software	1408		8,120.00	8,120.00	8,120.00		
	Total AMP 1			37,700.00	37,700.00	37,700.00	14,500.00	
AMP 2 IN025000002 Brysonwood	Operations	1406	42%	10,500.00	10,500.00	10,500.00	10,500.00	
	Security(Police Contract)	1408		10,920.00	10,920.00	10,920.00		
	Computer Software	1408		5,880.00	5,880.00	5,880.00		
	Total AMP 2			27,300.00	27,300.00	27,300.00	10,500.00	
	Grand Total			65,000.00	65,000.00	65,000.00	25,000.00	

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement

² To be completed for the Performance and Evaluation Report

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: CHARLESTOWN HOUSING AUTHORITY				Federal FFY of Grant: 2010	
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
IN025000002 AMP 2					
Brysonwood WI # 1	03/30/2011	12/30/2010	09/30/2011		
Brysonwood WI # 2	03/30/2011		09/30/2011		
Nondwelling-Adm. Bldg.	03/30/2011	12/30/2010	09/30/2011		
Operations	12/30/2010	12/30/2010	03/30/2011		
Mgmt. Improv.	12/30/2010	12/30/2010	06/30/2011		
A/E	09/30/2010	9/30/2010	9/30/2011		
AS PF 11/30/2010					

¹ 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.

Part I: Summary		Charlestown Housing Authority IN025		Locality (City/County & State)Charlestown, Clark, Indiana		<input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revision No: One	
A.	IN025000001/IN025000002 Woodridge, Brysonwood And PHA Wide	2011	Work Statement for Year 2 FFY 2012	Work Statement For Year 3 FFY 2013	Work Statement for Year 4 FFY 2014	Work Statement for Year 5 FFY 2015	
B.	Physical Improvements Subtotal	Actual Statement	304,000.00	325,000.00	256,900.00	365,200.00	
C.	Management Improvements		26,000.00	26,000.00	26,000.00	26,000.00	
D.	PHA-Wide Non-dwelling Structures and Equipment		-0-	-0-	-0-	-0-	
E.	Administration		-0-	-0-	-0-	-0-	
F.	Other Fees/Costs A/E		35,000.00	35,000.00	35,000.00	35,000.00	
G.	Operations		25,000.00	25,000.00	25,000.00	-0-	
H.	Demolition		-0-	-0-	-0-	-0-	
I.	Development		-0-	-0-	-0-	-0-	
J.	Capital Fund Financing – Debt Service		-0-	-0-	-0-	-0-	
K.	Total CFP Funds		390,000.00	411,000.00	342,900.00	426,200.00	
L.	Total Non-CFP Funds		-0-	-0-	-0-	-0-	
M.	Grand Total		390,000.00	411,000.00	342,900.00	426,200.00	

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2011	Work Statement for Year 2012 FFY 2012			Work Statement for Year:2013 FFY 2013		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	AMP 1 IN025000001			AMP 2 IN025000002		
	Woodridge Apt. Entry			Brysonwood Apt. Building Doors	4 Story Building	325,000.00
	Doors	228	171,000.00			
	Meadow Wood Apt. Entry Doors	132	100,000.00			
	Meadow Wood Apt. Storm Doors	132	33,000.00		Total AMP 2	325,000.00
		Total AMP 1	304,000.00			
	Fees/Costs A/E		35,000.00	Fees/Costs A/E		35,000.00
	Subtotal of Estimated Cost	339,000.00		Subtotal of Estimated Cost	\$360,000.00	

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2011	Work Statement for Year 2014 FFY 2014			Work Statement for Year: 2015 FFY 2015		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	IN025000001 AMP 1			IN025000001 AMP 1		
	Install Bath Exhausts	80 (Woodridge)	56,000.00	Meadow Wood		
	Living Room Ceiling Fixtures 2/3 BR	58 (Meadow Wood)	29,000.00	Replace Furnaces Air Conditioners	66	264,000.00
	Replace Bath Exhausts	138 (Meadow Wood)	27,600.00		Total AMP 1	264,000.00
	Yard Clean-Outs	29 Buildings (WR)	29,000.00			
	Sidewalk Repair	2 Sites (MW)	11,000.00	Fees/Costs A/E	1 Contract	20,300.00
		Total AMP 1	152,600.00			
	Fees/Costs A/E	1 Contract	20,300.00	IN025000002 AMP 2		
				Brysonwood		
	IN025000002 AMP 2			Replace Heating Air Conditioner Units	44	101,200.00
	Shower Valves	20 (Brysonwood)	6,000.00		Total AMP 2	101,200.00
	Intercom System	1 (Brysonwood)	12,500.00			
	Install Bath Exhausts (1 BR)	30 (Woodridge)	21,000.00	Fees/Costs A/E		14,700.00
	Replace Bath Exhausts (1 BR)	34 (Meadow Wood)	6,800.00			
	Construct Trash Stations	5 (Meadow Wood)	36,000.00			
	Ceiling Tiles	Brysonwood 1 st . Floor	22,000.00			
		Total AMP 2	104,300.00			
	Fees/Costs A/E	1 Contract	14,700.00			
	Subtotal of Estimated Cost		\$291,900.00	Subtotal of Estimated Cost		\$ 400,200.00

Part III: Supporting Pages – Management Needs Work Statement(s)				
Work Statement for Year 1 FFY 2011	Work Statement for Year 2014 FFY 2014		Work Statement for Year: 2015 FFY 2015	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
505 Annual Statement	IN025000001 AMP 1		IN025000001 AMP 1	
	Operations	14,500.00	Security (Police Contract)	15,080.00
	Security (Police Contract)	15,080.00		
	Total AMP 1	29,580.00		
	IN025000002 AMP 2		IN025000002 AMP 2	10,920.00
	Operations	10,500.00		
	Security (Police Contract)	10,920.00		
	Total AMP 2	21,420.00		
	Subtotal of Estimated Cost	\$ 51,000.00	Subtotal of Estimated Cost	\$ 26,000.00

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 3/31/2014

Part I: Summary

PHA Name: Charlestown Housing Authority IN025	Grant Type and Number Capital Fund Program Grant No: IN36P025501-11 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2011 FFY of Grant Approval: 2011 ATTACHMENT NO. 4
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Type of Grant
 Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds	-0-			
2	1406 Operations (may not exceed 20% of line 21) ³	25,000.00			
3	1408 Management Improvements	26,000.00			
4	1410 Administration (may not exceed 10% of line 21)	-0-			
5	1411 Audit	-0-			
6	1415 Liquidated Damages	-0-			
7	1430 Fees and Costs	35,000.00			
8	1440 Site Acquisition	-0-			
9	1450 Site Improvement	-0-			
10	1460 Dwelling Structures	316,980.00			
11	1465.1 Dwelling Equipment—Nonexpendable	-0-			
12	1470 Non-dwelling Structures	-0-			
13	1475 Non-dwelling Equipment	-0-			
14	1485 Demolition	-0-			
15	1492 Moving to Work Demonstration	-0-			
16	1495.1 Relocation Costs	-0-			
17	1499 Development Activities ⁴	-0-			

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

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

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

Part I: Summary					
PHA Name: Charlestown Housing Authority IN025		Grant Type and Number Capital Fund Program Grant No: IN36P025501-11 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant:2011 FFY of Grant Approval: 2011 ATTACHMENT NO. 4	
Type of Grant					
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:)	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA	-0-			
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	-0-			
19	1502 Contingency (may not exceed 8% of line 20)	-0-			
20	Amount of Annual Grant:: (sum of lines 2 - 19)	402,980.00			
21	Amount of line 20 Related to LBP Activities	-0-			
22	Amount of line 20 Related to Section 504 Activities	-0-			
23	Amount of line 20 Related to Security - Soft Costs	26,000.00			
24	Amount of line 20 Related to Security - Hard Costs	-0-			
25	Amount of line 20 Related to Energy Conservation Measures	316,980.00			
Signature of Executive Director 05/09/2011		Date		Signature of Public Housing Director	
				Date	

¹ To be completed for the Performance and Evaluation Report.

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

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

⁴ RHF funds shall be included here.

Part II: Supporting Pages								
PHA Name: Charlestown Housing Authority IN025		Grant Type and Number Capital Fund Program Grant No: IN36P025501-11 CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2011			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
AMP 1 IN025000001	Operations	1406		14,500.00				
	Security (Police Contract)	1408		15,080.00				
	Total AMP 1			29,580.00				
AMP 2 IN025000002	Operations	1406		10,500.00				
	Security (Police Contract)	1408		10,920.00				
	Total AMP 2			21,420.00				
	Grand Total			51,000.00				

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

² To be completed for the Performance and Evaluation Report.

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: Charlestown Housing Authority IN025				Federal FFY of Grant: 2011 ATTACHMENT NO. 4	
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
IN025000001-AMP 1					
Work Item # 1	03/03/2012		12/30/2012		
Operations	12/30/2011		03/30/2012		
Mgmt. Improvement	12/30/2011		06/30/2012		
IN025000002-AMP 2					
Work Item # 1	03/30/2012		12/30/2012		
Work Item # 2	03/30/2012		12/30/2012		
Operations	12/30/2011		03/30/2012		
Mgmt. Improvement	12/30/2011		06/30/2012		

¹ 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.

Charlestown Housing Authority
Plan Elements

1. Eligibility, Selection and Admission Policies, including Deconcentration and Waiting List Procedures:

Chapter 2, 4, and 5 of the Authority's Admissions and Continued Occupancy Policies indicate the eligibility requirements for the Public Housing Program. Eligibility requirements include: family household criteria and limits, citizenship and eligible immigration status, documentation of Social Security numbers and consent authorization documents.

The CHA selects families of established preferences within each bedroom size category and the local housing needs and priorities. In addition to eligibility criteria, families must meet screening criteria as outlined in the ACOP .

Chapter 5, Deconcentration of Poverty and Income Mixing of the ACOP explains that CHA ensures families are housed in a manner that will prevent a concentration of poverty families and/or a concentration of higher income families in any one development. The specific objective of CHA is to house no less than 40% of its public housing inventory with families that have income at or below 30% of the area median income in public housing developments. Also, CHA will take action to ensure that no individual development has a concentration of higher income families in one or more of the developments.

2. Rent Determination:

A family's income is used to calculate the family's rent payment. The CHA uses the policies and methods described in Chapter 7 of the ACOP as well as HUD's regulations, to ensure that only eligible families receive assistance and that no family pays more or less than its obligation under the regulations.

Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, or minimum rent (less HUD mandatory deductions and exclusions).

CHA also utilizes flat rents, as outlined in Chapter 7 of the ACOP. Flat rents are market-based rents, which vary by unit size. Once each year, only at admission or at annual recertification/interim, all residents are offered the choice of paying an income-based rent or the flat rent.

The CHA minimum rent is \$50.00. CHA has adopted rent hardship exemption policies outlined in Chapter 7 of the ACOP.

3. Operations and Management:

Policies for the Public Housing Program are reviewed annually and revised as necessary. The HCVP Administrative Plan is revised annually and updated to reflect continuing programmatic changes from HUD and adjustments for proposed federal budget limitations. CHA's focus will continue to be placed on customer satisfaction and filling units that will become available as a result of program turnover. Pest control remains with pest management provided by a licensed contractor for the prevention or eradication of pest infestation.

4. Grievance Procedure:

Chapter 13 of the ACOP outlines the CHA's Grievance Procedure for public housing residents. This procedure included the necessary standards and criteria established for CHA residents to have a fair opportunity for a hearing regarding any CHA action or failure to act involving resident's lease, rights, duties, welfare, or status.

5. Designated Housing for Elderly and Disabled:

CHA will not, at this time, request a designation.

6. Community Service and Self-Sufficiency:

The requirement to perform voluntary work for eight hours a month has been incorporated into the Public Housing Lease and Chapter 17 in the ACOP. CHA staff provides assistance to residents in finding appropriate work assignments. The staff works with providers to identify opportunities for residents in delivering service to the public housing community and other local agencies in order to meet their eight hour community service requirement. CHA is not required to participate in the Self-Sufficiency Program.

7. Safety and Crime Prevention:

CHA encourages and supports activities to improve the quality of life for public housing residents. In continuing to provide safe, decent housing, the CHA has a contract with the Charlestown Police Department for additional police services to create a crime-free environment. This contract is in addition to baseline services.

CHA tracts crime and crime-related problems on HA properties. CHA maintains a system for recording criminal activities, and the police supplies reports on all incidents related to CHA properties.

Security cameras have been installed (interior and exterior) at Brysonwood Apartments.

A one year (2010) city-wide/CHA incident report is attached below. Community policing is not included.

Charlestown Police Department Annual Statistics
2010 - 2014 Complaint, Arrest and Traffic Accident Averages by Classification

OFFENSE CLASSIFICATION:	Citywide 2010	Housing 2010	Citywide 2011	Housing 2011	Citywide 2012	Housing 2012	Citywide 2013	Housing 2013	Citywide 2014	Housing 2014	Citywide TOTAL	City 5 Year Averages	Housing TOTAL	Housing 5 Year Averages
COMPLAINTS														
Offenses Against a Person	357	11	0	0	0	0	0	0	0	0	357	71	11	2
Offenses Against Property	724	34	0	0	0	0	0	0	0	0	724	145	34	7
Drug & Alcohol Offenses	56	0	0	0	0	0	0	0	0	0	56	11	0	0
Offenses Against Order & Administration	5,902	42	0	0	0	0	0	0	0	0	5902	1180	42	8
Miscellaneous Offenses	3,091	1414	0	0	0	0	0	0	0	0	3091	618	1414	283
Traffic Accident Investigations	225	4	0	0	0	0	0	0	0	0	225	45	4	1
Juvenile Status Offenses	176	12	0	0	0	0	0	0	0	0	176	35	12	2
Totals	10531	1517	0	0	0	0	0	0	0	0	10531	2106	1517	303

OFFENSE CLASSIFICATION:	Citywide 2010	Housing 2010	Citywide 2011	Housing 2011	Citywide 2012	Housing 2012	Citywide 2013	Housing 2013	Citywide 2014	Housing 2014	Citywide TOTAL	City 5 Year Averages	Housing TOTAL	Housing 5 Year Averages
PHYSICAL ARRESTS & SUMMONS														
Offenses Against a Person	60	3	0	0	0	0	0	0	0	0	60	9	3	1
Offenses Against Property	68	6	0	0	0	0	0	0	0	0	68	10	6	1
Drug & Alcohol Offenses	105	0	0	0	0	0	0	0	0	0	105	15	0	0
Offenses Against Order & Administration	150	1	0	0	0	0	0	0	0	0	150	21	1	0
Traffic Offenses	183	1	0	0	0	0	0	0	0	0	183	26	1	0
Juvenile Status Offenses	60	3	0	0	0	0	0	0	0	0	60	9	3	1
Total Court Summons Citations & Warnings*	2647	40	0	0	0	0	0	0	0	0	2647	378	40	8
Totals	626	14	0	0	0	0	0	0	0	0	626	89	14	3

DEPARTMENT FULL TIME SWORN PERSONNEL SUMMARIES	2010	2011	2012	2013	2014
Full Time Patrol Division Officers	11	0	0	0	0
Full Time Detectives	2	0	0	0	0
Full Time Administrators	2	0	0	0	0
Total Full Time Officer Staff	15	0	0	0	0

DEPARTMENT ANNUAL TOTAL SOLVE PERCENTAGES	Citywide 2010	Citywide 2011	Citywide 2012	Citywide 2013	Citywide 2014
Annual Complaints**	6983	0	0	0	0
Annual Physical Arrests**	278	0	0	0	0
Solve Percentage Rates	4.0%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

* - Offenses Against a Person, Property, Order & Administration ONLY.
** - Offenses Against a Person, Property, Order & Administration ONLY.

9. Civil Rights Certification:

Form HUD-50077-CR -Civil Rights Certification is attached to this Annual Plan

10. Fiscal Year Audit:

McCauley Nicolas & Company conducted the IPA audit for FYE September 30, 2010.

1. The exit conference has been completed and will be submitted to HUD and the State Board of Accounts when published.

11. Financial Resources:

CHA receives federal funding as follows: Operating Fund; Capital Fund Program; and Housing Choice Voucher Program Housing Assistance Payments/Administrative Fees. Other CHA funds: tenant rents, tenant charges, investment interest and Head Start lease income.

12. Asset Management:

The CHA is tracking inventory by AMP as required by HUD and we are in compliance with Asset Management requirements. The CHA has designated capital funds to modernize specific units as stated in capital funding documents.

13. Violence Against Women Act (VAWA)

VAWA policies can be found in Chapter 16 of the ACOP, Public Housing resident and HVCP participants experiencing domestic violence are referred to the Center for Women and Families and Clark County Victim Assistance Program/Domestic Violence, if residents and participants do not have other assistance. Based upon this partnership, CHA does not provide services. CHA has and does provide notification to residents of public housing, HCVP participants, landlords, of VAWA requirements and have made appropriate revisions to CHA leases and requirement in landlord leases as they are reviewed and approved by CHA. Notices and information is included in PHA/HCVP packets and given to everyone as they enter either briefing.

PHA Certifications of Compliance with PHA Plans and Related Regulations	U.S. Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 4/30/2011
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RESOLUTION NO. 2011-05
**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ___ 5-Year and/or Annual PHA Plan for the PHA fiscal year beginning 10/01/2011, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

Charlestown Housing Authority

IN025

PHA Name

PHA Number/HA Code

____ 5-Year PHA Plan for Fiscal Years 20____ - 20____

X ____ Annual PHA Plan for Fiscal Years 20____ - 20¹¹____

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Rhona Nazario

Title

Chairwoman, Board of Commissioners

Signature

X *Rhona Nazario*

Date

May 9, 2011

Civil Rights Certification

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

RESOLUTION NO. 2011-06**Civil Rights Certification****Annual Certification and Board Resolution**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing.

Charlestown Housing Authority

IN025

PHA Name

PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Rhona Nazario

Title

Chairwoman, Board of Commissioners

Signature

Rhona Nazario

Date 05/09/2011

**Certification of Payments
to Influence Federal Transactions**

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

Applicant Name

Charlestown Housing Authority

Attachment No. 9

Program/Activity Receiving Federal Grant Funding

Capital Fund Program

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

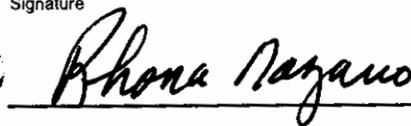
(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official Rhona Nazario	Title Chairwoman, Board of Commissioners
Signature 	Date (mm/dd/yyyy) May 09, 20

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Charlestown Housing Authority

Attachment No. 8

Program/Activity Receiving Federal Grant Funding

Capital Fund Program

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

- (1) The dangers of drug abuse in the workplace;
- (2) The Applicant's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

- (1) Abide by the terms of the statement; and
- (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

- | | | |
|--|--|--|
| 200 Jennings Street
Charlestown, Clark, Indiana 47111 | 133 Water Street
Charlestown, Clark, Indiana 47111 | 625 High Street
Charlestown, Clark, Indiana 47111 |
| 214 McCampbell Street
Charlestown, Clark, Indiana 47111 | 196 McCampbell Street
Charlestown, Clark, Indiana 47111 | |

Check here if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.
Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
 (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official Rhona Nazario	Title Chairwoman, Board of Commissioners
Signature <i>Rhona Nazario</i>	Date May 09, 2011

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Charlestown Housing Authority IN025 200 Jennings Street Charlestown, Indiana 47111-0218 Congressional District, if known: 4c 9th	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: NA Congressional District, if known:	
6. Federal Department/Agency: Department of Housing and Urban Development	7. Federal Program Name/Description: Capital Fund Program CFDA Number, if applicable: _____	
8. Federal Action Number, if known: IN36P0255-11	9. Award Amount, if known: \$ 402,980.00 Est.	
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): NA	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI): NA	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u>Henriette K. Bolly</u> Print Name: <u>Henriette K. Bolly</u> Title: <u>Executive Director</u> Telephone No.: <u>812.256.6311 X14</u> Date: <u>05/09/2011</u>	
Federal Use Only:	Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)	

ATTACHMENT NO. 11

RESIDENT ADVISORY BOARD ACTIVITIES

FY 2011 ANNUAL PLAN



THE HOUSING AUTHORITY OF THE
CITY OF CHARLESTOWN
200 JENNINGS STREET
CHARLESTOWN, INDIANA 47111-0218

ATTACHMENT NO. 11

TELEPHONE (812) 256-6311
TDD (812) 256-6312

FAX (812) 256-3386

RESIDENT ADVISORY BOARD MEETING
WEDNESDAY, MARCH 9, 2011
1:00 P. M.

ROSTER ATTACHED

The meeting was called to order and introductions were made.

Debbie Tull presented the role of the RAB and requirements.

The first item for review/approval was the Capital Fund Program FY2009. The program is complete and there is a fund balance of \$3,819.50, Maintenance Superintendent, Michael Shelton, requested the remaining funds be used to purchase shower valves for Brysonwood Apartments, this item is in the CFP Five Year Action Plan- Year 2014, for thirty-six valves. PHA maintenance estimates thirteen valves could be purchased with the \$3,819.50. The remaining valves would be revised to twenty-three for FY2014.

It was determined the valves were included as a work item in the 2014 CFP 5 Year Action Plan and a motion was made by Lorie Courtney and seconded by Debra Tull to revise the 2009 CFP , including the 13 shower valves for Brysonwood. Upon roll call, the ayes and nays were as follows: Ayes: 9 Nays: 0.

Bolly advised two revisions for the Admissions and Continued Occupancy Policies are being proposed by the PHA Staff.

- (1) Sherry Rosengarn presented Transfers from PH to Section 8 and Section 8 to PH. Posted February 8, 2011.
- (2) Lorie Courtney presented the Selection Method-Preferences. Posted February 8, 2011.
- (3) Donna Roark presented the Selection Method-Denial of Preferences and Income Targeting Requirement. Posted February 8, 2011.

The Board of Commissioners received/reviewed the proposed revisions and will consider approval during the May, 2011 meeting.

Items reviewed/discussed:

1. Income Limits and Fair Market Rents
2. HUD's proposed operating reserve offset, reduced CFP funding and reduced Section 8 administrative fee.
3. Notice of Annual Plan Public Meeting advertisement (May 17, 2011)
4. Parking areas sealed/re-stripping
5. Peep holes in new doors
6. Security

The next RAB meeting will be held March 24, 2011, 10:00 AM.

A motion was made by Debra Tull and seconded by Lorie Courtney to adjourn the meeting at 2:45 PM. Upon roll call, the ayes and nays were as follows: Ayes:9 Nays: 0. The meeting stood adjourned.


Linda Curtis, Resident Commissioner



**THE HOUSING AUTHORITY OF THE
CITY OF CHARLESTOWN
200 JENNINGS STREET
CHARLESTOWN, INDIANA 47111-0218**

TELEPHONE (812) 256-6311

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RESIDENT ADVISORY BOARD MEMBERS 2011

LINDA CURTIS 214 WOODRIDGE DRIVE 256-2651	AMP 2	AMP 1-146 FAMILY UNITS AMP 2-104 ELDERLY/HANDICAPPED UNITS
DONNA BLACK 620 HIGH STREET (812) 961-8274	AMP 2	
MARY JONES 210 WOODRIDGE DRIVE 2564354	AMP 2	
DONNA ROARK 129 WATER STREET 256-2418	AMP 2 ADA ADVOCATE	
CATHY COPE 113 WOODRIDGE DRIVE 256-0732	AMP 2	
DEBRA TULL 266 WOODRIDGE DRIVE 256-6952	AMP 1	
LOIS CLARK 311 JENNINGS COURT 256-1407	AMP 1	
LORIE COURTNEY 208 REYNOLDS STREET 256-2260	AMP 1	
SHERRY ROSENGARN 215 WOODRIDGE DRIVE 989-5543	AMP 1	

**THE HOUSING AUTHORITY OF THE
CITY OF CHARLESTOWN
200 JENNINGS STREET
CHARLESTOWN, INDIANA 47111-0218**



**TELEPHONE (812) 256-6311
TDD (812) 256-6312**

FAX (812) 256-3386

**RESIDENT ADVISORY BOARD MEETING
MARCH 24, 2011
10.15 A.M.**

ROSTER ATTACHED

The RAB met to review elements in the Annual/Five-Year Agency plan.

The first item to be discussed was possible cuts to the Capital Fund Program.

The board then reviewed CFP 2011-2014 Five Year Action Plan.

Executive Director Henriette Bolly advised the board that the Maintenance Superintendent Mike Shelton had advised that both developments would need new furnaces. All members agreed. Comments were as followed.

- * Lori Courtney asked about the Trash Stations. Bolly advised that 5 had been completed. (AMP 1 resident)
- * Donna Black asked about police patrol, Henriette Bolly discussed the police department stats. (AMP 2 resident)
- * Lois Clark said that she had called 6 times in regards to children being around the Brysonwood Apartments. Henriette Bolly advised the board of the cameras that are being installed at the Brysonwood Apartments. (AMP 1 resident)
- * Linda Curtis ask how many cameras would be installed on the outside of the building Bolly advised 7.(AMP 2 resident)
- * Lois Clark said that 2 kids were on the roof one time when she had called the police however they were gone when the police arrived. She said she knew one of the boys lived in Halls Apartments, and that she knew his mother and was going to talk to her. Bolly advised her to let us know and she would turn it over to the police to handle.(AMP 1 resident)
- * Lois Clark asked if regular operating funds could be used for CFP work. Bolly advised of the procedure for operating funds.
- * Donna Roark complemented Henriette Bolly on how well she has always managed the funds for the Housing Authority.

The board then reviewed the Indiana's Consolidated Plan.

- * Debra Tull presented Anti-Poverty Strategy (part 1)
- * Linda Curtis presented Anti-Poverty Strategy (part 2)
- * Donna Roark presented Housing Needs, Priorities for 2010-2014
- * Henriette Bolly presented Projected Housing Needs for 2014
- * Lori Courtney presented part 2 Housing Needs
- * Sherry Rosengarn presented part 3 Housing Needs
- * Lois Clark presented Five Year Strategic Goals, Objectives and Outcomes
- * Laura Dabney presented Key populations and Housing Statistics
- * Donna Black presented Extremely Low Income Populations
- * Linda Curtis presented Low Income Households with Housing Problems, State of Indiana, 2009.

The group broke for lunch at 11.15 A.M. continued at 12.10 P.M.

- * Henriette Bolly presented Renter resources, Number of Subsidized Housing Units by County, 2008, Average Ranking for Housing Needs for Special Needs Populations, 2010, Population Change of Indiana Counties, 2000-2008, Counties Whose Linguistically Isolated Population is Greater than the State Average, State of Indiana, 2000, Counties Whose Hispanic/Latino Population is Greater than the State Average, State of Indiana, 2008. Counties Whose African Population is Greater than the State Average, State of Indiana, 2008.
- * Lori Courtney presented Population by Race and Ethnicity, State of Indiana, 2000 and 2008.
- * Henriette Bolly presented High School Dropouts, Percent Increase Greater Than That of Population, State of Indiana, 2000-2007. Percentage of Population Living Below the Poverty Level by Race and Ethnicity, State of Indiana, 2000 AND 2008. Percent of Population Living Below Poverty Level by County, State of Indiana, 2008. Average Annual Unemployment Rate, by County, State of Indiana, 2009. Average Weekly Wage By County, State of Indiana, Second Quarter 2009.
- * Sherry Rosengarn presented Average Weekly Wage and Percent of Total Jobs by Industry, State of Indiana, Second Quarter 2009.
- * Donna Roark presented Number of Children(younger than 7 Years old) Diagnosed with Lead Poisoning by County, State of Indiana, 2007
- * Lois Clark presented Housing and Affordability, Median Owner Occupied Home Value by County, State of Indiana, 2009, Home Loan Foreclosure
- * Henriette Bolly presented Future Housing Needs, Distribution of Gross Rents by Size of Unit, State of Indiana, 2008. Renter Housing Costs as a Percent of Household Income, State of Indiana, 2008
- * Laura Dabney presented Special Needs Groups in Indiana.
- * Henriette Bolly presented Housing Cost Burden, Indiana Non-Metro Areas, 2009, HUD-Defined Housing Unit Problems by Household Income in 1999, Indiana

Linda Curtis commented about people think that because this is Public Housing everything is free.
Debbie Tull said that her family thinks since she lives in government housing that she doesn't have any bills.
Donna Black and Linda Curtis commented about children going to bed hungry while money is being sent to other countries.
Donna Roark said that people apply for food stamps and get turned down and are to afraid to reapply.

Bolly asked each member of the board in their opinion what is the greatest housing need.

Donna Roark, Mary Jones both commented Housing Availability (posting)
Lois Clark commented understanding housing, something for children to do, Affordable childcare.
Lori Courtney, Sherry Rosengarn commented to fill empty store fronts.
Donna Black commented Emergency Housing
Henriette Bolly explained the payment in lieu of taxes

A motion was made by Sherry Rosengarn and seconded by Lois Clark to adjourn at 2.00 P.M. all ayes.


Laura Dabney



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200 JENNINGS STREET
CHARLESTOWN, INDIANA 47111-0218

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Minutes of the Annual Agency Plan public hearing held at 133 Water Street on May 17, 2011 to accept comments regarding the plan. Roster of attendance is attached.

The Meeting was called to order at 1:04 PM and the purpose the public meeting was to accept comment regarding the plan announced by Henriette Bolly, Executive Director.

Plan Copies were distributed to attendees.

Henriette Bolly, Executive Director presented the PHA Mission, Goal and Objectives that will enable the PHA to serve the needs low-income, very low-income and extremely low-income families in the CHA's jurisdiction for the Plan review year.

No issues were raised

Henriette Bolly, Executive Director presented the PHA Plan Update that included revised elements since the last plan submission. (1) Chapter 5. B. Selection Method. Page-11A and 11-B. Preference points established for applicants. No change for: Income targeting requirement. (2) Chapter 11. Transfers. Added Page 11. Public Housing residents requesting a transfer to the Section 8 program/Section 8 Program requesting a transfer to Public Housing. Hardship Transfers.

No issues were raised.

Resident Linda Curtis asked about the status of the DVR Security Cameras at the Brysonwood building. It was noted to others present the the DVR cameras were disabled during a lightning strike in April, 2011 and that it also effected the Fire Alarm System. Henriette Bolly informed all present that an insurance claim had been filed, the Fire Alarm system was replaced and the DVR cameras are in progress of being replaced.

Henriette Bolly, explained the HUD Income Targeting Requirement {24 CFR 960.202(b)} that requires that extremely low-income (ELI) families make up at least 40% of the families admitted to Public Housing during the PHA's fiscal year. Leigh Bowyer commented that the Charlestown Housing Authority maintains the 40% requirement by keeping a record that calculates the percentages on each new admission that enters Public Housing

Michael Shelton, Maintenance Superintendent reviewed in detail, CFP FY 2011 Annual Statement and the 5-Year action Plan.

No issues were raised.

The following presented detailed descriptions of Plan Elements:

1. Linda Curtis, Eligibility, Selection and Admission Policies, including Deconcentration and Waiting List Procedures.
2. Sherry Rosengarn, Rent Determination.
3. Linda Curtis, Operations and Management
4. Mary Jones, Grievance Procedure.
5. Donna Roark, Designated Housing for Elderly and Disabled.
6. Donna Roark, Community Service and Self-Sufficiency.
7. Cathy Cope, Safety and Crime Prevention.
8. Henriette Bolly, Civil Rights Certification.
9. Henriette Bolly, Fiscal Year Audit.
10. Henriette Bolly, Financial Resources.
11. Henriette Bolly, Asset Management.
12. Leigh Bowyer, Violence Against Women Act (VAWA).

No issues were raised.

Henriette Bolly reviewed in detail Resolution No. 2011-05; PHA Certificates of Compliance with PHA Plans and Related Regulations.

No issues were raised.

Henriette Bolly reviewed in detail Resolution No. 2011-06; Civil Rights Certification.

No issues were raised.

Henriette Bolly reviewed Attachment No. 8; Certification for a Drug Free Workplace.

No issues were raised.

Henriette Bolly reviewed in detail Attachment No. 9; Certification of Payments to Influence Federal Transactions.

No issues were raised.

Henriette Bolly reviewed in detail Attachment No. 10; Disclosure of Lobbying Activities.

No issues were raised.

Henriette Bolly reviewed in detail Attachment No. 11; Resident Advisory Board Activities for FY 2011.

No issues were raised.

List of Supporting Documents Available for Local Review

(Applicable to All PHA Plan Types)

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

Applicable & On Display	Supporting Document	Applicable Plan Component
X		Standard 5-Year and Annual Plans Streamlined 5-Year Plans
X	Form HUD-50076, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Streamlined Annual PHA Plan</i> , including required PHA certification and assurances for policy and program changes since last Annual Plan.	Streamlined Annual Plans
	State/Local Government Certification of Consistency with the Consolidated Plan	5-Year and Annual Plans 5-Year Streamlined Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5-Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments (AI) to Fair Housing Choice); and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan (TSAP) and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input checked="" type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in the Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-Up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary).	Annual Plan: Operations and Maintenance and Community Service and Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP).	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Management and Operations
	Public housing grievance procedures	Annual Plan: Grievance

List of Supporting Documents Available for Local Review

(Applicable to All PHA Plan Types)

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

Applicable & On Display	Supporting Document	Applicable Plan Component
	<input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement/Performance and Evaluation Report (form HUD-52837) for the active grant year	Annual Plan: Capital Needs
NA	Most recent CIAP Budget/Progress Report (form HUD-52825) for any active CIAP grant	Annual Plan: Capital Needs
NA	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See Notice 99-52 (HA).	
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the U.S. Housing Act of 1937, or Section 33 of the U.S. Housing Act of 1937.	Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (Section of the Section 8 Administrative Plan).	Annual Plan: Homeownership
	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	
	Most recent self-sufficiency (ED/SS, TOP, or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	
X	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Consortium agreements and certifications that agreements are in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint PHA Plans for Consortia
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)