

PHA Annual Plan - Beckley Housing Authority (WV015)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: <u>Housing Authority of the City of Beckley</u> PHA Code: <u>WV015</u> PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>07/2012</u>				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>209</u> Number of HCV units: <u>364</u>				
3.0	Submission Type <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program PH HCV
	PHA 1:				
	PHA 2:				
	PHA 3:				
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.				
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years:				
5.2	Goals and Objectives. Identify goals and objectives that will enable the PHA to serve the needs of low-, very low-, and extremely low-income families for the next five years. Include a report on the progress the made in meeting goals and objectives described in the previous 5-Year Plan.				

PHA Plan Update

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:

No Plan elements have been revised since the last Annual Plan submission.

(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan.

Copies of the Five-Year and Annual Plan of the Beckley Housing Authority can be viewed and/or obtained at the Housing Authority's administrative offices at 100 Beckwoods Drive, Beckley, WV.

PHA Plan Elements

1. Eligibility, Selection and Admissions Policies, including De-concentration and Wait List Procedures: Eligibility and Selection: (Public Housing): The Housing Authority of the City of Beckley verifies eligibility for admission when families are within a certain time of being offered a unit, generally within 60 days. In addition to the statutory requirements regarding family size and income, other factors used to establish eligibility include screening for criminal or drug-related activity, rental history, and inclusion on the West Virginia sex offender list. While the PHA does not access FBI criminal records, it does request criminal records from local and state law enforcement agencies. Section 8: The Housing Authority, in addition to determining eligibility based on family size and family income, refers to a state-wide bad tenant list to determine if a tenant owes money to another agency. Waiting List: Applications are accepted at the Authority's administrative office for both programs. Assignment: For public housing, applicants are ordinarily given two choices among vacant units before falling to the bottom of the waiting list. Admission preferences: Admission preferences are given only for loss of residence due to fire or natural disaster. Otherwise, selection is made based on date and time of application. Detailed information relating to eligibility, selection, admission, waiting lists and assignment is contained in the housing authority's ACOP and Administrative Plan, both of which are available for public review. De-concentration: The PHA has no developments covered by the de-concentration rule.

2. Statement of Financial Resources:

Public Housing Operating Subsidies: \$660,000	Dwelling Rent: \$290,000	Interest Income: \$4,500
Other: \$20,000	HCV HAP: \$1,368,000	HCV Administrative Fee: \$180,000
Capital Funds: \$355,000	Non-Federal Sources: \$0	

3. Rent Determination: Public Housing: The Housing Authority of the City of Beckley determines rent primarily on the basis of income, whereby a percentage is applied to the adjusted monthly income to determine total tenant payment. However, it does have a deduction and/or exclusionary policy for the earned income of a previously unemployed household member and it has put into place ceiling rents at all developments, which were determined based on fair market rents. Also in place are flat rents, determined through a Section 8 rent reasonableness study of comparable housing, a survey of rents listed in local newspapers, and current and past operating budgets. Section 8: Rent determinations are made on the basis of a percentage of income, with the payment standard being 108% of FMR. There is a minimum rent requirement, and payment standards are reevaluated annually. Detailed information is contained in the housing authority's ACOP and Administrative Plan, both of which are available for public review at the Authority's office.

4. Operations and Management: Both Section 8 and Public Housing Programs are governed in accordance with all applicable federal rules and regulations. All public housing units are required to meet applicable HQS and REAC standards, in addition to any standards developed by the PHA, which include monthly extermination services for the prevention or eradication of pest infestation, including cockroaches. All units rented by HCV participants are inspected at least initially and annually for HQS compliance and at any other time as may be necessary.

5. Grievance Procedure: A detailed grievance procedure has been adopted by the Housing Authority of the City of Beckley for both the Section 8 and Public Housing Programs. Copies of the grievance policies are available for review at the Authority's administrative offices. In this policy, participants are made aware of the decision to terminate their assistance and are given 10 days to request an informal hearing at which they may bring witnesses or representation. An unbiased hearing office will hear the grievance and will issue a written decision within 14 days. If the client is not satisfied with the decision, a formal hearing or court hearing may be held.

6. Designated Housing for Elderly and Disabled Families: The Housing Authority of the City of Beckley has 10 one bedroom units that are designated as elderly and/or disabled families.

7. Community Service and Self-Sufficiency: Public Housing: The Housing Authority of the City of Beckley currently follows and will continue to follow all federal regulations regarding Community Service requirements. Section 8: the Housing Authority currently maintains a self-sufficiency program under the Housing Choice Voucher Program and will continue to follow all federal requirements governing this program.

8. Crime and Safety Prevention: The Housing Authority of the City of Beckley remains aware of the need for safety and crime prevention at its public housing developments. To help combat crime and address safety issues, the Housing Authority has installed cameras at our housing developments to record activity at the majority of our public housing sites. This remains a good deterrent for unwanted and undesirable activities and will continue to be useful in prosecutions when needed.

9. Pets. The Housing Authority has adopted a pet policy.

10. Civil Rights Certification: The Housing Authority continually strives to be in compliance with all Civil Rights laws and regulations and has signed a Civil Rights Certification.

11. Fiscal Year Audit: The audit for fiscal year ending June 30, 2011, has been completed and will be submitted to the Baltimore Field Office with no findings.

12. Asset Management: The Housing Authority of the City of Beckley is exempt from asset management.

13. Violence Against Women Act: A VAWA policy has been adopted by the Housing Authority of the City of Beckley.

6.0

7.0

Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. Include statements related to these programs as applicable.

Not applicable.

8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p><i>A Capital Fund Program Annual Statement/Performance and Evaluation Report is attached.</i></p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p><i>A Capital Fund Program Five-Year Action Plan is attached.</i></p>
8.3	<p>Capital Fund Financing Program (CFFP).</p> <p><input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>

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.

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

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

Housing Needs of Families on the PHA's Waiting Lists			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
	# of families	% of total families	Annual Turnover
Waiting list total	345		
Extremely low income <=30% AMI	259	75%	
Very low income (>30% but <=50% AMI)	69	20%	
Low income (>50% but <80% AMI)	17	5%	
Families with children	223	65%	
Elderly families	15	4%	
Families with Disabilities	49	14%	
Race/ethnicity – Caucasian	227	66%	
Race/ethnicity – Black	104	30%	
Race/ethnicity – Am. Ind.	0	0%	
Race/ethnicity – Other	15	4%	
Characteristics by Bedroom Size (Section 8 Only)			
1BR	114	33%	
2 BR	138	40%	
3 BR	77	22%	
4 BR	17	5%	
0 BR	0	0	
5+BR	0	0	
Is the waiting list closed (select one)? No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? 7 months			
Does the PHA expect to reopen the list in the PHA Plan year? X No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the PHA's Waiting Lists			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Public Housing			
	# of families	% of total families	Annual Turnover
Waiting list total	576		60
Extremely low income <=30% AMI	401	70%	
Very low income (>30% but <=50% AMI)	124	22%	
Low income (>50% but <80% AMI)	47	8%	
Families with children	351	61%	
Elderly families	20	3%	
Families with Disabilities	136	24%	
Race/ethnicity - Caucasian	413	72%	
Race/ethnicity – Black	141	24%	
Race/ethnicity – Other	22	4%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	203	35%	
2 BR	304	53%	
3 BR	61	11%	
4 BR	8	1%	
5 BR	0	0	
5+ BR	0	0	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
HOW LONG HAS IT BEEN CLOSED (# OF MONTHS)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

9.0

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

- (a) Employ effective maintenance and management policies to minimize the number of public housing units off-line
- (b) Reduce turnover time for vacated public housing units
- (c) Reduce time to renovate public housing units
- (d) Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the City
- (e) Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- (f) Maintain or increase section 8 lease-up rates by marketing the program to owners

Strategy 2: Increase the number of affordable housing units by:

- (a) Apply for additional section 8 units should they become available
- (b) Pursue housing resources other than public housing or Section 8 tenant-based assistance.

Strategy 3: Target available assistance to families at or below 30 % of AMI

- (a) Adopt rent policies to support and encourage work

Strategy 4: Target available assistance to families at or below 50% of AMI

- (a) Employ admissions preferences aimed at families who are working
- (b) Adopt rent policies to support and encourage work

Strategy 5: Target available assistance to the elderly:

- (a) Apply for special-purpose vouchers targeted to the elderly, should they become available

Strategy 6: Target available assistance to Families with Disabilities:

- (a) Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- (b) Affirmatively market to local non-profit agencies that assist families with disabilities

Strategy 7: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

- (a) Affirmatively market to races/ethnicities shown to have disproportionate housing needs

Strategy 8: Conduct activities to affirmatively further fair housing

- (a) Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- (b) Market the section 8 program to owners outside of areas of poverty /minority concentrations

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- (a) Funding constraints
- (b) Staffing constraints
- (c) Limited availability of sites for assisted housing
- (d) Extent to which particular housing needs are met by other organizations in the community
- (e) Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- (f) Influence of the housing market on PHA programs
- (g) Community priorities regarding housing assistance
- (h) Results of consultation with local or state government

9.1

Additional Information. Describe the following, as well as any additional information HUD has requested.

(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.

- * Continued high-performer status for SEMAP;
- * Applied for and received additional funding for capital improvements;
- * Continuation of training of staff members

(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"

10.0 Substantial Deviation/Modification is defined by the Housing Authority of the City of Beckley as an action causing changes to rent or admissions policies, as well as changes to waiting list organization, additions of non-emergency work items or new activities not included in the previous Plan, and any change relating to demolition, disposition, or conversion activities. The Housing Authority of the City of Beckley would, as required in such case, notify the Resident Advisory Board, the US Department of HUD, and the Board of Commissioners, and any change in the policies or activities described in the Plan are subject to a public hearing and HUD's review prior to implementation. An exception to this definition will be made for any amendments or modifications that are adopted to reflect changes in regulatory requirements.

Accordingly, the Housing Authority defines "Substantial Deviation" and "Significant Amendment or Modification" as action that cause:

1. Changes to rent or admissions policies or organization of the waiting list;
2. Additions of non-emergency work items (items not included in the annual statement or five-year action plan) that are significantly different than the work items listed or changes in use of replacement reserve funds under the Capital Fund Program;
3. Additions of new activities not previously included, if applicable; and
4. Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

An exception to this definition will be made for any amendments or modifications that are adopted to reflect changes in HUD regulatory requirements. Such changes will not be considered significant amendments by the Housing Authority or by HUD.

11.0 **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.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights)
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only)
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only)
- (d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only)
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only)
- (f) Resident Advisory Board (RAB) comments. 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.
- (g) Challenged Elements
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only)
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

Instructions form HUD-50075

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

1.0 PHA Information

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

2.0 Inventory

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

3.0 Submission Type

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

4.0 PHA Consortia

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

5.0 Five-Year Plan

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

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

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

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

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

PHA Plan Elements. (24 CFR 903.7)

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

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: 1) development name and number; 2) designation type; 3) application status; 4) date the designation was approved, submitted, or planned for submission, and; 5) the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: (1) Any programs relating to services and amenities provided or offered to assisted families; (2) Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; (3) How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. (Note: applies to only public housing).
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

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

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

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

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

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

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

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

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

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

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

8.2 Capital Fund Program Five-Year Action Plan

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

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

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

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

- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

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

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

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

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

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

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.

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

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

Part I: Summary		Grant Type and Number		FFY of Grant: 2008	
PHA Name: Beckley Housing Authority		Capital Fund Program Grant No: WV15P01550108		FFY of Grant Approval: 2008	
		Replacement Housing Factor Grant No: N/A			
		Date of CFFP:			
Type of Grant		Revised Annual Statement (revision no:)		Total Actual Cost ¹	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Final Performance and Evaluation Report			
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2011					
Line	Summary by Development Account	Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	60,000.00	60,000.00	60,000.00	60,000.00
3	1408 Management Improvements		6,073.80	6,073.80	6,073.80
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	17,000.00	18,562.50	18,562.50	18,562.50
8	1440 Site Acquisition				
9	1450 Site Improvement		7,661.90	7,661.70	7,661.90
10	1460 Dwelling Structures	270,445.00	255,146.80	255,146.80	255,146.80
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

Part I: Summary		FFY of Grant: 2008 FFY of Grant Approval: 2008	
PHA Name: Beckley Housing Authority	Grant Type and Number Capital Fund Program Grant No: WV15P01550108 Replacement Housing Factor Grant No: Date of CFFP:		
Type of Grant		Revised Annual Statement (revision no:)	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Final Performance and Evaluation Report	
<input type="checkbox"/> X Performance and Evaluation Report for Period Ending: 12/31/2011		<input type="checkbox"/> Reserve for Disasters/Emergencies	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost¹
		Original	Obligated
		Revised²	Expended
18a	1501 Collateralization of 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)	347,445.00	347,445.00
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	0	
24	Amount of line 20 Related to Security - Hard Costs	0	
25	Amount of line 20 Related to Energy Conservation Measures	0	
Signature of Executive Director		Signature of Public Housing Director	
		Date 4/10/2012	
		Date	

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

Part I: Summary		FFY of Grant: 2009 FFY of Grant Approval: 2009	
PHA Name: Beckley Housing Authority		Grant Type and Number Capital Fund Program Grant No: WV15P01550109 Replacement Housing Factor Grant No: N/A Date of CFFP:	
Type of Grant	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement (revision no:)	
Original Annual Statement	<input type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-2011	<input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost ¹
		Original	Obligated
		Revised ²	Expended
1	Total non-CFP Funds		
2	1406 Operations (may not exceed 20% of line 21) ³	45,600.00	45,600.00
3	1408 Management Improvements		
4	1410 Administration (may not exceed 10% of line 21)		
5	1411 Audit		
6	1415 Liquidated Damages		
7	1430 Fees and Costs	34,000.00	44,500.00
8	1440 Site Acquisition		
9	1450 Site Improvement		
10	1460 Dwelling Structures	276,463.00	244,482.55
11	1465.1 Dwelling Equipment—Nonexpendable		11,715.00
12	1470 Non-dwelling Structures		
13	1475 Non-dwelling Equipment		
14	1485 Demolition	9,765.45	
15	1492 Moving to Work Demonstration		
16	1495.1 Relocation Costs		
17	1499 Development Activities ⁴		

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⁴ RHF funds shall be included here.

Capital Fund Financing Program

Part I: Summary		FFY of Grant: 2009 FFY of Grant Approval: 2009	
PHA Name: Beckley Housing Authority	Grant Type and Number Capital Fund Program Grant No: WV15P01550109 Replacement Housing Factor Grant No: Date of CFFP:		
<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report		Total Actual Cost ¹	
Type of GrantX Original Annual Statement X Performance and Evaluation Report for Period Ending: 12-31-2011	Summary by Development Account	Total Estimated Cost	Expended
Line	Original	Revised²	Obligated
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)	356,063.00	346,297.55
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	0	
24	Amount of line 20 Related to Security - Hard Costs	0	
25	Amount of line 20 Related to Energy Conservation Measures	0	
Signature of Executive Director		Signature of Public Housing Director	
Date 4-10-2012		Date	

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

Part I: Summary		FFY of Grant: 2010 FFY of Grant Approval: 2010	
PHA Name: Beckley Housing Authority		Grant Type and Number Capital Fund Program Grant No: WV1501550110 Replacement Housing Factor Grant No: N/A Date of CFFP:	
Type of Grant Original Annual Statement X Performance and Evaluation Report for Period Ending: 12-31-2011		<input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost ¹ Expended
		Original	Obligated
1	Total non-CFP Funds		
2	1406 Operations (may not exceed 20% of line 21) ³	69,000.00	
3	1408 Management Improvements		
4	1410 Administration (may not exceed 10% of line 21)		
5	1411 Audit		
6	1415 Liquidated Damages		
7	1430 Fees and Costs	20,000.00	21,800.00
8	1440 Site Acquisition		
9	1450 Site Improvement		
10	1460 Dwelling Structures	266,469.00	312,421.00
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		

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⁴ RHF funds shall be included here.

Expires 4/30/2011

Part I: Summary		FFY of Grant: 2010 FFY of Grant Approval: 2010	
PHA Name: Beckley Housing Authority	Grant Type and Number Capital Fund Program Grant No: WV15P01550110 Replacement Housing Factor Grant No: Date of CFFP:		
<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-2011 <input type="checkbox"/> Final Performance and Evaluation Report			
Type of Grant	Summary by Development Account	Total Estimated Cost	Total Actual Cost¹
Original Annual Statement		Original	Obligated
X Performance and Evaluation Report		Revised²	Expended
Line			
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)	355,469.00	334,221.00
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	0	
24	Amount of line 20 Related to Security - Hard Costs	0	
25	Amount of line 20 Related to Energy Conservation Measures	0	
Signature of Executive Director		Date 4-10-2012	Signature of Public Housing Director
			Date

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

Part I: Summary		Grant Type and Number		FFY of Grant: 2011	
PHA Name: Beckley Housing Authority		Capital Fund Program Grant No: WV15P015501-11 Replacement Housing Factor Grant No: N/A Date of CFFP:		FFY of Grant Approval: 2011	
Type of Grant		Revised Annual Statement (revision no:)		Total Actual Cost ¹	
X Original Annual Statement Performance and Evaluation Report for Period Ending: 12/31/2011		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	164,028.00		0	
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	7,500.00		0	
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	132,500.00		0	
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

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

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⁴ RHF funds shall be included here.

Part I: Summary		FFY of Grant: 2011 FFY of Grant Approval: 2011	
PHA Name: Beckley Housing Authority	Grant Type and Number Capital Fund Program Grant No: WV15P015501-11 Replacement Housing Factor Grant No: Date of CFFP:		
Type of Grant		Revised Annual Statement (revision no:)	
<input checked="" type="checkbox"/> Original Annual Statement Performance and Evaluation Report for Period Ending: 12/31/2011		<input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost¹
		Original	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)	304,028.00	0
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	0	
24	Amount of line 20 Related to Security - Hard Costs	0	
25	Amount of line 20 Related to Energy Conservation Measures	0	
Signature of Executive Director		Date 4/10/2012	Signature of Public Housing Director
			Date

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Capital Fund Financing Program

Part I: Summary		Grant Type and Number		FFY of Grant: 2012	
PHA Name: Beckley Housing Authority		Capital Fund Program Grant No: WV15P015501-12 Replacement Housing Factor Grant No: N/A Date of CFFP:		FFY of Grant Approval: 2012	
Type of Grant		Revised Annual Statement (revision no:)			
<input checked="" type="checkbox"/> Original Annual Statement Performance and Evaluation Report for Period Ending: 12/31/2011		<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	74,462.00		0	
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	10,000.00		0	
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	191,000.00		0	
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

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² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
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Part I: Summary		FFY of Grant: 2012	
PHA Name: Beckley Housing Authority	Grant Type and Number Capital Fund Program Grant No: WV15P015501-12 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant Approval: 2012	
<input checked="" type="checkbox"/> Original Annual Statement Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Final Performance and Evaluation Report		Revised Annual Statement (revision no:)	
Type of Grant	Summary by Development Account	Total Estimated Cost	Total Actual Cost¹
Line	Original	Revised²	Obligated
18a	1501 Collateralization or Debt Service paid by the PHIA		
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)	275,462.00	0
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	0	
24	Amount of line 20 Related to Security - Hard Costs	0	
25	Amount of line 20 Related to Energy Conservation Measures	0	
Signature of Executive Director		Date 4/10/2012	Signature of Public Housing Director
			Date

¹ To be completed for the Performance and Evaluation Report.

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Annual Plan Public Hearing

As duly advertised, the Housing Authority of the City of Beckley held a Public Hearing to solicit comments on the Annual Plan on Tuesday, April 10, 2012, at 4:00 p.m. in the Authority's office located at 100 Beckwoods Drive. There being no one from the public in attendance, the hearing was properly adjourned at 4:10 p.m.

Comments Received Relating to the
Annual Plan of the Housing Authority of the City of Beckley

No one from the public was in attendance at the Public Hearing held on April 10, 2012, nor has the Authority received any written comments from the public; therefore, no comments are included.

Comments Received From the Resident Advisory Board the
Relating to the Annual Plan of the Housing Authority of the City of Beckley

No comments or challenges were received from the Resident Advisory Board of the Housing Authority of the City of Beckley regarding the Annual Plan; therefore, no comments are included.