



9.1	<p><b>Strategy for Addressing Housing Needs.</b> We will look to and encourage independent contractors and CHDO's to build more affordable housing. We will conduct community meetings with landlords and landlord associations.</p>
10.0	<p><b>Additional Information.</b> Describe the following, as well as any additional information HUD has requested.</p> <p>(a) The PHA continues to try to reduce public housing vacancies and make more outreach efforts within the communities. Also, will continue to work with CHDO's and other non-profits</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. *Attached*</p>
11.0	<p><b>Required Submission for HUD Field Office Review.</b> In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. <b>Note:</b> Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

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

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

## Instructions form HUD-50075

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

### 1.0 PHA Information

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

### 2.0 Inventory

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

### 3.0 Submission Type

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

### 4.0 PHA Consortia

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

### 5.0 Five-Year Plan

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

<b>Part I: Summary</b>						
PHA Name/Number Clarksburg-Harrison Regional Housing Authority WV027		Locality (City/County & State) Clarksburg, Harrison County, West Virginia			Original 5-Year Plan xRevision No: 2 (3-2012)	
A.	Development Number and Name  CHRHA Wide	Work Statement for Year 1 FFY 2012	Work Statement for Year 2 FFY 2013	Work Statement for Year 3 FFY 2014	Work Statement for Year 4 FFY 2015	Work Statement for Year 5 FFY 2016
B.	Physical Improvements Subtotal	Annual Statement	278,122.00	278,122.00	278,122.00	189,968.00
C.	Management Improvements		91,890.00	91,890.00	91,890.00	65,847.00
D.	PHA-Wide Non-dwelling Structures and Equipment		9,000.00	9,000.00	9,000.00	7,500.00
E.	Administration		45,945.00	45,945.00	45,945.00	32,922.00
F.	Other		4,500.00	4,500.00	4,500.00	3,000.00
G.	Operations		30,000.00	30,000.00	30,000.00	30,000.00
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds					
L.	Total Non-CFP Funds					
M.	Grand Total	329,237.00	459,457.00	459,457.00	459,457.00	329,237.00



<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY 2012	Work Statement for Year 2013 FFY _____			Work Statement for Year: 2014 FFY _____		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
<b>See</b>	<b><i>Mason House WV027-1</i></b>			<b><i>Mason House WV027-1</i></b>		
<b>Annual</b>	1450 Site Improvements/Landscaping		10,000.00	1450 Site Improvements/Landscaping		10,000.00
<b>Statement</b>	1460 Carpet and Tile	10	5,000.00	1460 Carpet and Tile	10	5,000.00
	1460 Bldg. Improvements		52,622.00	1460 Bldg. Improvements		43,000.00
	1465 Appliances/HVAC	20	12,000.00	1465 Appliances/HVAC	20	12,000.00
	1465 Building Equipment	12	11,200.00	1465 Building Equipment	12	11,200.00
	1502 Contingency		2,000.00	1502 Contingency		2,000.00
	<b><i>Laurel Lanes WV027-2</i></b>			<b><i>Laurel Lanes WV027-2</i></b>		
	1450 Site Improvements/Landscaping		10,000.00	1450 Site Improvements/Landscaping		10,000.00
	1460 Carpet and Tile	5	2,500.00	1460 Carpet and Tile	5	2,500.00
	1460 Bldg. Improvements		62,000.00	1460 Bldg. Improvements		51,000.00
	1465 Appliances/HVAC	13	8,000.00	1465 Appliances/HVAC	13	8,000.00
	1465 Building Equipment	10	8,600.00	1465 Building Equipment	10	8,600.00
	1502 Contingency		2,000.00	1502 Contingency		2,000.00
	<b><i>Koupal Towers WV027-3</i></b>			<b><i>Koupal Towers WV027-3</i></b>		
	1450 Site Improvements/Landscaping		10,000.00	1450 Site Improvements/Landscaping		10,000.00
	1460 Carpet and Tile	10	5,000.00	1460 Carpet and Tile	10	5,000.00
	1460 Bldg. Improvements		42,000.00	1460 Bldg. Improvements		60,622.00
	1465 Appliances/HVAC	20	12,000.00	1465 Appliances/HVAC	20	12,000.00
	1465 Building Equipment	12	11,200.00	1465 Building Equipment	12	11,200.00
	1502 Contingency		2,000.00	1502 Contingency		2,000.00
	<b><i>CHRHA Wide</i></b>			<b><i>CHRHA Wide</i></b>		
	1460 Main Office/Warehouse Upgrades		10,000.00	1460 Main Office/Warehouse Upgrades		12,000.00
	Subtotal of Estimated Cost		\$278,122.00	Subtotal of Estimated Cost		278,122.00

<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY 2012	Work Statement for Year 2015 FFY _____			Work Statement for Year: 2016 FFY _____		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
<b>See</b>	<b><i>Mason House WV027-1</i></b>			<b><i>Mason House WV027-1</i></b>		
<b>Annual</b>	1450 Site Improvements/Landscaping		10,000.00	1450 Site Improvements/Landscaping		8,000.00
<b>Statement</b>	1460 Carpet and Tile	10	5,000.00	1460 Carpet and Tile	10	5,000.00
	1460 Bldg. Improvements		61,000.00	1460 Bldg. Improvements		30,000.00
	1465 Appliances/HVAC	20	12,000.00	1465 Appliances/HVAC	20	12,000.00
	1465 Building Equipment	12	11,200.00	1465 Building Equipment	12	11,200.00
	1502 Contingency		2,000.00	1502 Contingency		300.00
	<b><i>Laurel Lanes WV027-2</i></b>			<b><i>Laurel Lanes WV027-2</i></b>		
	1450 Site Improvements/Landscaping		10,000.00	1450 Site Improvements/Landscaping		8,000.00
	1460 Carpet and Tile	5	2,500.00	1460 Carpet and Tile	5	2,500.00
	1460 Bldg. Improvements		45,622.00	1460 Bldg. Improvements		28,000.00
	1465 Appliances/HVAC	13	8,000.00	1465 Appliances/HVAC	13	8,000.00
	1465 Building Equipment	10	8,600.00	1465 Building Equipment	10	8,600.00
	1502 Contingency		2,000.00	1502 Contingency		300.00
	<b><i>Koupal Towers WV027-3</i></b>			<b><i>Koupal Towers WV027-3</i></b>		
	1450 Site Improvements/Landscaping		10,000.00	1450 Site Improvements/Landscaping		8,000.00
	1460 Carpet and Tile	10	5,000.00	1460 Carpet and Tile	10	5,000.00
	1460 Bldg. Improvements		45,000.00	1460 Bldg. Improvements		21,568.00
	1465 Appliances/HVAC	20	12,000.00	1465 Appliances/HVAC	20	12,000.00
	1465 Building Equipment	12	11,200.00	1465 Building Equipment	12	11,200.00
	1502 Contingency		2,000.00	1502 Contingency		300.00
	<b><i>CHRHA Wide</i></b>			<b><i>CHRHA Wide</i></b>		
	1460 Main Office/Warehouse Upgrades		15,000.00	1460 Main Office/Warehouse Upgrades		10,000.00
	Subtotal of Estimated Cost		\$278,122.00	Subtotal of Estimated Cost		\$189,968.00





# Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

CLARKSBURG-HARRISON REGIONAL HOUSING AUTHORITY

Program/Activity Receiving Federal Grant Funding

PUBLIC HOUSING, HOUSING CHOICE VOUCHER PROGRAM, CAPITAL FUND

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 Federalagency 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.)

MASON HOUSE, KOU PAL TOWERS, LAUREL LANES, CLARKSBURG, WV CFP & PFS, HOUSING CHOICE VOUCHER PROGRAM-(HARRISON COUNTY)

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  
Marcel Malfregeot

Title  
Chairman

Signature

X *Marcel Malfregeot*

Date

03/29/2012

**Certification of Payments  
to Influence Federal Transactions**

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

Applicant Name

CLARKSBURG-HARRISON REGIONAL HOUSING AUTHORITY

Program/Activity Receiving Federal Grant Funding

PUBLIC HOUSING, HOUSING CHOICE VOUCHER PROGRAM, CAPITAL FUND

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  Marcel Malfregeot	Title  Charirman
Signature  	Date (mm/dd/yyyy)  03/29/2012

**PHA Certifications of Compliance  
with PHA Plans and Related  
R e g u l a t i o n s**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 08/30/2011

**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 X Annual PHA Plan for the PHA fiscal year beginning, 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.

Clarksburg-Harrison Regional Housing Authority  
PHA Name

WV027  
PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20 - 20

X  Annual PHA Plan for Fiscal Years 2012- 2013

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: <b>Marcel Malfregeot</b>	Title: <b>Chairman</b>
Signature: <i>Marcel Malfregeot</i>	Date: <b>March 29, 2012</b>

<b>Part I: Summary</b>		
<b>PHA Name: Clarksburg-Harrison Regional Housing Authority</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15PO2750109 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant: 2009 FFY of Grant Approval: 2009</b>

<b>Type of Grant</b> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies	<b>Revised Annual Statement</b> <input checked="" type="checkbox"/> Final Performance and Evaluation Report (3-2012)
<b>Performance and Evaluation Report for Period Ending:</b>	<b>X Final Performance and Evaluation Report (3-2012)</b>

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	85,974.00	4,638.42	4,638.42	4,638.42
3	1408 Management Improvements	85,974.00	88,212.92	88,212.92	88,212.92
4	1410 Administration (may not exceed 10% of line 21)	42,987.00		42,987.00	42,987.00
5	1411 Audit	5,000.00	0.00	0.00	0.00
6	1415 Liquidated Damages				
7	1430 Fees and Costs	3,000.00	47,757.89	47,757.89	47,757.89
8	1440 Site Acquisition				
9	1450 Site Improvement	34,000.00	24,220.93	24,220.93	24,220.93
10	1460 Dwelling Structures	168,583.00	186,918.58	186,918.58	186,918.58
11	1465.1 Dwelling Equipment—Nonexpendable	15,000.00	62,397.53	62,397.53	62,397.53
12	1470 Non-dwelling Structures	3,000.00	0.00	0.00	0.00
13	1475 Non-dwelling Equipment	4,500.00	5,884.73	5,884.73	5,884.73
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

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

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

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

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

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

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

<b>Part I: Summary</b>					
<b>PHA Name:</b> Clarksburg- Harrison Regional Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15PO2750109 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant:2009</b> <b>FFY of Grant Approval: 2009</b>			
<b>Type of Grant</b> <input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/Emergencies</b> <b>Performance and Evaluation Report for Period Ending:</b> <b>Revised Annual Statement</b> <b>X Final Performance and Evaluation Report (3-2012)</b>					
<b>Line</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost <sup>1</sup></b>	
		<b>Original</b>	<b>Revised <sup>2</sup></b>	<b>Obligated</b>	<b>Expended</b>
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)	15,000.00	0.00	0.00	0.00
20	Amount of Annual Grant:: (sum of lines 2 - 19)	463,018.00	463,018.00	463,018.00	463,018.00
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
<b>Signature of Executive Director</b>		<b>Date</b>		<b>Signature of Public Housing Director</b>	
				<b>Date</b>	

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

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

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

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

<b>Part II: Supporting Pages</b>								
PHA Name: Clarksburg-Harrison Regional Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15PO2750109 CFFP (Yes/ No): No Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2009</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
Mason House WV27-1								
	Operations	1406		28,658.00	1,546.14	1,546.14	1,546.14	100%
	Management Improvements	1408		28,658.00	28,469.86	28,469.86	28,469.86	100%
	Administrative	1410		14,329.00		14,329.00	14,329.00	100%
	Audit	1411		1,666.00	0.00	0.00	0.00	N/A
	Fees and costs	1430		1,000.00	0.00	0.00	0.00	N/A
	Landscaping	1450		10,500.00	737.29	737.29	737.29	100%
	Carpet and Tile	1460	10	5,000.00	4,450.99	4,450.99	4,450.99	100%
	Building Improvements	1460	41	0.00	10,310.25	10,310.25	10,310.25	100%
	Appliance Repl. / Building Equipment	1465	50	5,000.00	26,276.96	26,276.96	26,276.96	100%
	Non Dwelling Structures	1470		1,000.00	0.00	0.00	0.00	N/A
	Tools and Equipment	1475		1,500.00	943.97	943.97	943.97	100%
	Contingency	1502		5,000.00	0.00	0.00	0.00	N/A

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

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

<b>Part II: Supporting Pages</b>								
PHA Name: Clarksburg-Harrison Regional Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15PO2750109 CFFP (Yes/ No): No Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2009</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
Laurel Lanes WV27-2								
	Operations	1406		28,658.00	1,546.14	1,546.14	1,546.14	100%
	Management Improvements	1408		28,658.00	24,885.50	24,885.50	24,885.50	100%
	Administrative	1410		14,329.00		14,329.00	14,329.00	100%
	Audit	1411		1,667.00	0.00	0.00	0.00	N/A
	Fees and Costs	1430		1,000.00	0.00	0.00	0.00	N/A
	Landscaping	1450		13,000.00	19,058.55	19,058.55	19,058.55	100%
	Building Improvements	1460	18	143,583.00	47,613.22	47,613.22	47,613.22	100%
	Carpet and Tile	1460	1	5,000.00	19.72	19.72	19.72	100%
	Appliance Repl. / Building Equipment	1465	30	5,000.00	15,143.44	15,143.44	15,143.44	100%
	Non Dwelling Structures	1470		1,000.00	0.00	0.00	0.00	N/A
	Tools and Equipment	1475		1,500.00	2,265.72	2,265.72	2,265.72	100%
	Contingency	1502		5,000.00	0.00	0.00	0.00	N/A

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

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

<b>Part II: Supporting Pages</b>								
PHA Name: Clarksburg-Harrison Regional Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15PO27500109 CFFP (Yes/ No): No Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2009</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
Koupal Towers WV27-3								
	Operations	1406		28,658.00	1,546.14	1,546.14	1,546.14	100%
	Management Improvements	1408		28,658.00	34,301.65	34,301.65	34,301.65	100%
	Administrative	1410		14,329.00		14,329.00	14,329.00	100%
	Audit	1411		1,667.00	0.00	0.00	0.00	N/A
	Fees and Costs	1430		1,000.00	47,757.89	47,757.89	47,757.89	100%
	Landscaping	1450		10,500.00	2,493.46	2,493.46	2,493.46	100%
	Building Improvements	1460	10	10,000.00	5,863.30	5,863.30	5,863.30	100%
	Carpet and Tile	1460	22	5,000.00	10,847.60	10,847.60	10,847.60	100%
	Sanitary Sewer Replacement	1460	1	0.00	105,886.22	105,886.22	105,886.22	100%
	Appliance Repl. / Building Equipment	1465	43	5,000.00	20,977.13	20,977.13	20,977.13	100%
	Nondwelling Structures	1470		1,000.00	0.00	0.00	0.00	N/A
	Tools and Equipment	1475		1,500.00	1,373.70	1,373.70	1,373.70	100%
	Contingency	1502		5,000.00	0.00	0.00	0.00	N/A
CHRHA Wide	Main Office Upgrades	1460	2	0.00	1,927.28	1,927.28	1,927.28	100%
	Site Improvements	1450	1	0.00	1,931.63	1,931.63	1,931.63	100%
	Tools and Equipment	1475		0.00	1,301.34	1,301.34	1,301.34	100%
		1408		0.00	555.91	555.91	555.91	100%

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

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

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: Clarksburg-Harrison Regional Housing Authority				<b>Federal FFY of Grant: 2009</b>	
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
Mason House WV27-1	6/30/11	12/31/10	6/30/13	3/31/12	
Laurel Lanes WV27-2	6/30/11	12/31/10	6/30/13	3/31/12	
Koupal Towers WV27-3	6/30/11	12/31/10	6/30/13	3/31/12	
CHRHA Wide	6/30/11	12/31/10	6/30/13	3/31/12	

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



<b>Part I: Summary</b>						
<b>PHA Name: Clarksburg-Harrison Regional Housing Authority</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15PO2750110 Replacement Housing Factor Grant No: Date of CFFP:			<b>FFY of Grant: 2010 FFY of Grant Approval: 2010</b>	
<b>Type of Grant</b> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 4) (3-2012) X Performance and Evaluation Report for Period Ending: 2-9-12 <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	91,890.00	0.00	0.00	0.00	
3	1408 Management Improvements	91,890.00	23,186.00	23,186.00	10,042.30	
4	1410 Administration (may not exceed 10% of line 21)	45,945.00		45,945.00	27,463.49	
5	1411 Audit	6,198.00	0.00	0.00	0.00	
6	1415 Liquidated Damages					
7	1430 Fees and Costs	7,500.00	0.00	0.00	0.00	
8	1440 Site Acquisition					
9	1450 Site Improvement	15,000.00	1,315.00	1,315.00	1,315.00	
10	1460 Dwelling Structures	156,034.00	304,869.63	304,869.63	300,086.52	
11	1465.1 Dwelling Equipment—Nonexpendable	24,000.00	79,641.37	79,641.37	79,641.37	
12	1470 Non-dwelling Structures	1,500.00	0.00	0.00	0.00	
13	1475 Non-dwelling Equipment	4,500.00		4,500.00	4,500.00	
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities <sup>4</sup>					

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

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

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

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

<b>Part I: Summary</b>					
<b>PHA Name:</b> Clarksburg- Harrison Regional Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15PO2750110 Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant:2010</b> <b>FFY of Grant Approval: 2010</b>	
<b>Type of Grant</b>					
<input checked="" type="checkbox"/> <b>Original Annual Statement</b>		<input type="checkbox"/> <b>Reserve for Disasters/Emergencies</b>		<input checked="" type="checkbox"/> <b>xRevised Annual Statement (revision no: 4) (3-2012)</b>	
<input checked="" type="checkbox"/> <b>X Performance and Evaluation Report for Period Ending: 2-9-12</b>		<input type="checkbox"/> <b>Final Performance and Evaluation Report</b>			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)	15,000.00	0.00	0.00	0.00
20	Amount of Annual Grant:: (sum of lines 2 - 19)	459,457.00	459,457.00	459,457.00	423,048.68
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
<b>Signature of Executive Director</b>		<b>Date</b>		<b>Signature of Public Housing Director</b>	
				<b>Date</b>	

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

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

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

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

<b>Part II: Supporting Pages</b>								
PHA Name: Clarksburg-Harrison Regional Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15PO2750110 CFFP (Yes/ No): No Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2010</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<i>Mason House WV027-1</i>								
	Operations	1406		30,630.00	0.00	0.00	0.00	N/A
	Management Improvements	1408		30,630.00	7,728.00	7,728.00	2,492.41	32%
	Administration	1410		15,315.00		15,315.00	9,154.50	60%
	Audit	1411		2,066.00	0.00	0.00	0.00	N/A
	Fees and Costs	1430		2,500.00	0.00	0.00	0.00	N/A
	Site Improvements	1450		5,000.00	1000.00	1,000.00	365.00	37%
	Carpet and Tile	1460	7	5,000.00	3,467.00	3,467.00	3,467.00	100%
	Building Improvements	1460	3	7,273.00	2,007.45	2007.45	413.08	21%
	Appliance /HVAC Replacement	1465	37	5,000.00	18,428.00	18,428.00	18,428.00	100%
	Building Equipment	1465	45	3,000.00	36,022.95	36,022.95	36,022.95	100%
	Non-Dwelling Structure	1470		500.00	0.00	0.00	0.00	N/A
	Tools and Equipment	1475		1,500.00	2,390.08	2,390.08	2,390.08	100%
	Contingency	1502		5,000.00	0.00	0.00	0.00	N/A

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

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

<b>Part II: Supporting Pages</b>								
PHA Name: Clarksburg-Harrison Regional Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15PO2750110 CFFP (Yes/ No): No Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2010</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<i>Laurel Lanes WV027-2</i>								
	Operations	1406		30,630.00	0.00	0.00	0.00	N/A
	Management Improvements	1408		30,630.00	7,729.00	7,729.00	3,495.22	45%
	Administration	1410		15,315.00		15,315.00	9,154.50	60%
	Audit	1411		2,066.00	0.00	0.00	0.00	N/A
	Fees and Costs	1430		2,500.00	0.00	0.00	0.00	N/A
	Site Improvements	1450		5,000.00	1,000.00	1,000.00	950.00	95%
	Carpet and Tile	1460	0	5,000.00	0.00	0.00	0.00	N/A
	Building Improvements	1460	6	19,273.00	3,577.21	3,577.21	1,982.84	56%
	Appliance /HVAC Replacement	1465	15	5,000.00	7,360.00	7,360.00	7,360.00	100%
	Building Equipment	1465	2	3,000.00	2,063.21	2,063.21	2,063.21	100%
	Non-Dwelling Structure	1470		500.00	0.00	0.00	0.00	N/A
	Tools and Equipment	1475		1,500.00	906.74	906.74	906.74	100%
	Contingency	1502		5,000.00	0.00	0.00	0.00	N/A

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

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

<b>Part II: Supporting Pages</b>								
PHA Name: Clarksburg-Harrison Regional Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15PO2750110 CFFP (Yes/No): No Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2010</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<b><i>Koupal Towers WV027-3</i></b>								
	Operations	1406		30,630.00	0.00	0.00	0.00	N/A
	Management Improvements	1408		30,630.00	7,529.00	7,529.00	3,854.67	51%
	Administration	1410		15,315.00		15,315.00	9,154.49	60%
	Audit	1411		2,066.00	0.00	0.00	0.00	N/A
	Fees and Costs	1430		2,500.00	0.00	0.00	0.00	N/A
	Site Improvements	1450		5,000.00	1,000.00	1,000.00	0.00	0%
	Carpet and Tile	1460	14	5,000.00	6,750.86	6,750.86	6,750.86	100%
	Sewer Drain Stacks	1460		80,000.00	287,472.74	287,472.74	287,472.74	100%
	Building Improvements	1460	2	7,273.00	1,594.37	1,594.37	0.00	0%
	Appliance /HVAC Replacement	1465	19	5,000.00	9,440.00	9,440.00	9,440.00	100%
	Building Equipment	1465	8	3,000.00	6,327.21	6,327.21	6,327.21	100%
	Non-Dwelling Structure	1470		500.00	0.00	0.00	0.00	N/A
	Tools and Equipment	1475		1,500.00	1,203.18	1,203.18	1,203.18	100%
	Contingency	1502		5,000.00	0.00	0.00	0.00	N/A
<b><i>CHRHA Wide</i></b>								
	Warehouse Roof Replacement	1460	1	18,215.00	0.00	0.00	0.00	N/A
	Main Office Mgt. Imp.	1408		0.00	200.00	200.00	200.00	100%

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

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

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: Clarksburg-Harrison Regional Housing Authority				<b>Federal FFY of Grant: 2010</b>	
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
Mason House WV027-1	06/30/12	03/31/11	06/30/14		
Laurel Lanes WV027-2	06/30/12	03/31/11	06/30/14		
Koupal Towers WV027-3	06/30/12	03/31/11	06/30/14		
CHRHA Wide	06/30/12	03/31/11	06/30/14		

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



<b>Part I: Summary</b>		
<b>PHA Name: Clarksburg-Harrison Regional Housing Authority</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15P027501-11 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant: 2011 FFY of Grant Approval: 2011</b>

**Type of Grant**  
 Original Annual Statement  
 Reserve for Disasters/Emergencies  
 Performance and Evaluation Report for Period Ending: 2-9-2012  
 Revised Annual Statement (revision no: )  
 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	30,000.00		30,000.00	0.00
3	1408 Management Improvements	78,933.00		68,436.68	8,636.68
4	1410 Administration (may not exceed 10% of line 21)	39,465.00		39,465.00	0.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	3,000.00		0.00	0.00
8	1440 Site Acquisition				
9	1450 Site Improvement	24,000.00		114.26	114.26
10	1460 Dwelling Structures	147,277.00		63,230.19	63,230.19
11	1465.1 Dwelling Equipment—Nonexpendable	60,000.00		47,162.64	40,562.64
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	7,500.00		904.11	904.11
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

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

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

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

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

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

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

<b>Part I: Summary</b>					
<b>PHA Name:</b> Clarksburg- Harrison Regional Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15P027501-11 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant:2011</b> <b>FFY of Grant Approval: 2011</b>			
<b>Type of Grant</b> <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 2-9-2012 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)	4,500.00		0.00	0.00
20	Amount of Annual Grant:: (sum of lines 2 - 19)	394,675.00		249,312.88	113,447.88
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
<b>Signature of Executive Director</b>		<b>Date</b>		<b>Signature of Public Housing Director</b>	
				<b>Date</b>	

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

<b>Part II: Supporting Pages</b>								
PHA Name: Clarksburg-Harrison Regional Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15P027501-11 CFFP (Yes/ No): Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2011</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<i>Mason House WV027-1</i>								
	Operations	1406		10,000.00		10,000.00	0.00	0%
	Management Improvements	1408		26,311.00		22,187.39	2,254.39	9%
	Administration	1410		13,155.00		13,155.00	0.00	0%
	Fees and Costs	1430		1,000.00		0.00	0.00	0%
	Site Improvements/Landscaping	1450		8,000.00		0.00	0.00	0%
	Carpet and Tile	1460	10	5,000.00		4,879.40	4,879.40	98%
	Building Improvements	1460	20	20,000.00		2,456.77	2,456.77	12%
	Appliance/HVAC Replacement	1465	23	11,000.00	14,000.00	13,904.91	13,904.91	99%
	Building Equipment	1465	12	11,200.00		7,816.95	4,516.95	40%
	Tools and Equipment	1475		2,500.00		437.46	437.46	18%
	Contingency	1502		1,500.00		0.00	0.00	0%

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

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

<b>Part II: Supporting Pages</b>								
PHA Name: Clarksburg-Harrison Regional Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15P027501-11 CFFP (Yes/ No): Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2011</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<i>Laurel Lanes WV027-2</i>								
	Operations	1406		10,000.00		10,000.00	0.00	0%
	Management Improvements	1408		26,311.00	25,811.00	19,972.50	39.50	0.2%
	Administration	1410		13,155.00		13,155.00	0.00	0%
	Fees and Costs	1430		1,000.00		0.00	0.00	0%
	Site Improvements/Landscaping	1450		8,000.00		114.26	114.26	2%
	Carpet and Tile	1460	1	2,500.00	500.00	0.00	0.00	0%
	Building Improvements	1460	65	58,777.00		49,788.59	49,788.59	85%
	Appliance/HVAC Replacement	1465	6	7,000.00	4,000.00	3,926.00	3,926.00	98%
	Building Equipment	1465	7	8,600.00	5,600.00	1,907.78	1,907.78	34%
	Tools and Equipment	1475		2,500.00		466.65	466.65	19%
	Contingency	1502		1,500.00		0.00	0.00	0%

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

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

<b>Part II: Supporting Pages</b>								
PHA Name: Clarksburg-Harrison Regional Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15P027501-11 CFFP (Yes/ No): Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2011</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<b><i>Koupal Towers WV027-3</i></b>								
	Operations	1406		10,000.00		10,000.00	0.00	0%
	Management Improvements	1408		26,311.00		26,187.15	6,253.15	24%
	Administration	1410		13,155.00		13,155.00	0.00	0%
	Fees and Costs	1430		1,000.00		0.00	0.00	0%
	Site Improvements/Landscaping	1450		8,000.00		0.00	0.00	0%
	Carpet and Tile	1460	14	5,000.00	7,000.00	5,703.79	5,703.79	82%
	Building Improvements	1460	136	46,000.00		131.64	131.64	0.3%
	Appliance/HVAC Replacement	1465	23	11,000.00	14,000.00	13,007.00	13,007.00	93%
	Building Equipment	1465	12	11,200.00		6,600.00	3,300.00	30%
	Tools and Equipment	1475		2,500.00		0.00	0.00	0%
	Contingency	1502		1,500.00		0.00	0.00	0%
<b><i>CHRHA Wide</i></b>	Main Office and Warehouse Upgrades	1460		10,000.00		0.00	0.00	0%
	Main Office Mgt. Improvements	1408		0.00	500.00	89.64	89.64	18%

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

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

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: Clarksburg-Harrison Regional Housing Authority					<b>Federal FFY of Grant: 2011</b>
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
Mason House WV027-1	09/30/13		09/30/15		
Laurel Lanes WV027-2	09/30/13		09/30/15		
Koupal Towers WV027-3	09/30/13		09/30/15		
CHRHA Wide	09/30/13		09/30/15		

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





<b>Part I: Summary</b>		
<b>PHA Name: Clarksburg-Harrison Regional Housing Authority</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15P027501-11 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant: 2011 FFY of Grant Approval: 2011</b>

**Type of Grant**  
 Original Annual Statement  
 Reserve for Disasters/Emergencies  
 Performance and Evaluation Report for Period Ending: 2-9-2012  
 Revised Annual Statement (revision no: )  
 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	30,000.00		30,000.00	0.00
3	1408 Management Improvements	78,933.00		68,436.68	8,636.68
4	1410 Administration (may not exceed 10% of line 21)	39,465.00		39,465.00	0.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	3,000.00		0.00	0.00
8	1440 Site Acquisition				
9	1450 Site Improvement	24,000.00		114.26	114.26
10	1460 Dwelling Structures	147,277.00		63,230.19	63,230.19
11	1465.1 Dwelling Equipment—Nonexpendable	60,000.00		47,162.64	40,562.64
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	7,500.00		904.11	904.11
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

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

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

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

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

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

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

<b>Part I: Summary</b>					
<b>PHA Name:</b> Clarksburg- Harrison Regional Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15P027501-11 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant:2011</b> <b>FFY of Grant Approval: 2011</b>			
<b>Type of Grant</b> <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 2-9-2012 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)	4,500.00		0.00	0.00
20	Amount of Annual Grant:: (sum of lines 2 - 19)	394,675.00		249,312.88	113,447.88
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
<b>Signature of Executive Director</b>		<b>Date</b>		<b>Signature of Public Housing Director</b>	
				<b>Date</b>	

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

<b>Part II: Supporting Pages</b>								
PHA Name: Clarksburg-Harrison Regional Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15P027501-11 CFFP (Yes/ No): Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2011</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<i>Mason House WV027-1</i>								
	Operations	1406		10,000.00		10,000.00	0.00	0%
	Management Improvements	1408		26,311.00		22,187.39	2,254.39	9%
	Administration	1410		13,155.00		13,155.00	0.00	0%
	Fees and Costs	1430		1,000.00		0.00	0.00	0%
	Site Improvements/Landscaping	1450		8,000.00		0.00	0.00	0%
	Carpet and Tile	1460	10	5,000.00		4,879.40	4,879.40	98%
	Building Improvements	1460	20	20,000.00		2,456.77	2,456.77	12%
	Appliance/HVAC Replacement	1465	23	11,000.00	14,000.00	13,904.91	13,904.91	99%
	Building Equipment	1465	12	11,200.00		7,816.95	4,516.95	40%
	Tools and Equipment	1475		2,500.00		437.46	437.46	18%
	Contingency	1502		1,500.00		0.00	0.00	0%

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

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

<b>Part II: Supporting Pages</b>								
PHA Name: Clarksburg-Harrison Regional Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15P027501-11 CFFP (Yes/ No): Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2011</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<b>Laurel Lanes WV027-2</b>								
	Operations	1406		10,000.00		10,000.00	0.00	0%
	Management Improvements	1408		26,311.00	25,811.00	19,972.50	39.50	0.2%
	Administration	1410		13,155.00		13,155.00	0.00	0%
	Fees and Costs	1430		1,000.00		0.00	0.00	0%
	Site Improvements/Landscaping	1450		8,000.00		114.26	114.26	2%
	Carpet and Tile	1460	1	2,500.00	500.00	0.00	0.00	0%
	Building Improvements	1460	65	58,777.00		49,788.59	49,788.59	85%
	Appliance/HVAC Replacement	1465	6	7,000.00	4,000.00	3,926.00	3,926.00	98%
	Building Equipment	1465	7	8,600.00	5,600.00	1,907.78	1,907.78	34%
	Tools and Equipment	1475		2,500.00		466.65	466.65	19%
	Contingency	1502		1,500.00		0.00	0.00	0%

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

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

<b>Part II: Supporting Pages</b>								
PHA Name: Clarksburg-Harrison Regional Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15P027501-11 CFFP (Yes/ No): Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2011</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<b><i>Koupal Towers WV027-3</i></b>								
	Operations	1406		10,000.00		10,000.00	0.00	0%
	Management Improvements	1408		26,311.00		26,187.15	6,253.15	24%
	Administration	1410		13,155.00		13,155.00	0.00	0%
	Fees and Costs	1430		1,000.00		0.00	0.00	0%
	Site Improvements/Landscaping	1450		8,000.00		0.00	0.00	0%
	Carpet and Tile	1460	14	5,000.00	7,000.00	5,703.79	5,703.79	82%
	Building Improvements	1460	136	46,000.00		131.64	131.64	0.3%
	Appliance/HVAC Replacement	1465	23	11,000.00	14,000.00	13,007.00	13,007.00	93%
	Building Equipment	1465	12	11,200.00		6,600.00	3,300.00	30%
	Tools and Equipment	1475		2,500.00		0.00	0.00	0%
	Contingency	1502		1,500.00		0.00	0.00	0%
<b><i>CHRHA Wide</i></b>	Main Office and Warehouse Upgrades	1460		10,000.00		0.00	0.00	0%
	Main Office Mgt. Improvements	1408		0.00	500.00	89.64	89.64	18%

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

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

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: Clarksburg-Harrison Regional Housing Authority					<b>Federal FFY of Grant: 2011</b>
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
Mason House WV027-1	09/30/13		09/30/15		
Laurel Lanes WV027-2	09/30/13		09/30/15		
Koupal Towers WV027-3	09/30/13		09/30/15		
CHRHA Wide	09/30/13		09/30/15		

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





<b>Part I: Summary</b>		
<b>PHA Name: Clarksburg-Harrison Regional Housing Authority</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15P027501-12 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant: 2012 FFY of Grant Approval: 2012</b>

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

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	30,000.00			
3	1408 Management Improvements	65,847.00			
4	1410 Administration (may not exceed 10% of line 21)	32,922.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	3,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	24,000.00			
10	1460 Dwelling Structures	105,068.00			
11	1465.1 Dwelling Equipment—Nonexpendable	60,000.00			
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	7,500.00			
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

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

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

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

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

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

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

<b>Part I: Summary</b>					
<b>PHA Name:</b> Clarksburg-Harrison Regional Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15P027501-12 Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant:2012</b> <b>FFY of Grant Approval: 2012</b>	
<b>Type of Grant</b> <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:                      ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)	900.00			
20	Amount of Annual Grant:: (sum of lines 2 - 19)	329,237.00			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
<b>Signature of Executive Director</b>		<b>Date</b>		<b>Signature of Public Housing Director</b>	
				<b>Date</b>	

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

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

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

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

<b>Part II: Supporting Pages</b>								
PHA Name: Clarksburg-Harrison Regional Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15P027501-12 CFFP (Yes/ No): Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2012</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<i>Mason House WV027-1</i>								
	Operations	1406		10,000.00				
	Management Improvements	1408		21,949.00				
	Administration	1410		10,974.00				
	Fees and Costs	1430		1,000.00				
	Site Improvements/Landscaping	1450		3,000.00				
	Carpet and Tile	1460	10	5,000.00				
	Building Improvements	1460	10	17,500.00				
	Smoke Detectors	1460	75	7,500.00				
	Appliance/HVAC Replacement	1465	18	11,000.00				
	Building Equipment	1465	12	11,200.00				
	Tools and Equipment	1475		2,500.00				
	Contingency	1502		300.00				

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

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



<b>Part II: Supporting Pages</b>								
PHA Name: Clarksburg-Harrison Regional Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: WV15P027501-12 CFFP (Yes/ No): Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2012</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<b><i>Koupal Towers WV027-3</i></b>								
	Operations	1406		10,000.00				
	Management Improvements	1408		21,949.00				
	Administration	1410		10,974.00				
	Fees and Costs	1430		1,000.00				
	Site Improvements/Landscaping	1450		9,000.00				
	Carpet and Tile	1460	10	5,000.00				
	Building Improvements	1460	70	24,500.00				
	Appliance/HVAC Replacement	1465	18	11,000.00				
	Building Equipment	1465	12	11,200.00				
	Tools and Equipment	1475		2,500.00				
	Contingency	1502		300.00				
<b><i>CHRHA Wide</i></b>	Main Office and Warehouse Upgrades	1460	1	10,000.00				

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

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

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: Clarksburg-Harrison Regional Housing Authority				<b>Federal FFY of Grant: 2012</b>	
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
Mason House WV027-1	03/31/14		03/31/16		
Laurel Lanes WV027-2	03/31/14		03/31/16		
Koupal Towers WV027-3	03/31/14		03/31/16		
CHRHA Wide	03/31/14		03/31/16		

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





Attachment B

**Statement of Challenged Elements**

There were no challenged elements to the Clarksburg-Harrison Regional Housing Authority's Annual Plan 2012.

## MINUTES OF RESIDENT ADVISORY BOARD MEETING ON MARCH 15, 2011

PLACE HELD: Central Office, 433 Baltimore Avenue,  
Clarksburg, WV

TIME: 9:30 A.M.

PRESENT: Louis Aragona, Executive Director  
Chairperson Marcel Malfregeot  
Vice-Chairperson LuAnne Bush  
Sam Imperial, Facilities Director  
Margaret Hurst, Public Housing Manager  
Dortha Parsons, Resident of Apt. 201 Mason House

Meeting opened by Director. Director stated the plan covers the goals and objectives for each of the developments.

Director stated the Housing Authority anticipated getting either \$459,000 or \$457,000.

Everyone present was given a copy of the plan, and the Director began reviewing the plan by breakdown of each development. Director stated this is a planned document, and monies could be moved around to help where changes are most needed. Director stated at this time our developments are in really good shape.

The next part of the meeting was opened for questions from the residents.

### **MASON HOUSE**

#### **Dortha Parsons**

- 1) Asked if kitchen cabinets could be installed. Stated there is not enough storage space in her kitchen. The lower cabinet beside the stove is just wasted space because you can't open the door.

Facilities Director stated they polled the residents, and only about 18 were interested in getting the cabinets. He stated it would cost around \$9,000 to \$10,000 to do all of them, and at this time it just wasn't feasible. He stated he would have someone check her cabinet door to see if something could be done with it where she could use this space.

- 2) Mrs. Parsons stated that in the laundry room, she thinks the machines need pulled out and the area behind them cleaned at least every 6 months.

Facilities Director stated that he didn't see a problem with this being done.

- 3) Mrs. Parsons stated that when the maintenance staff are gone on long weekends, the garbage piles up outside, and garbage will be all over the place. She asked if there could be a third dumpster during this time.

Facilities Director stated that the dumpsters are leased from Waste Management. He stated that to lease one for the holiday weekends would result in Waste Management having to load one and bring it to the site, and then come and pick it up after the holiday. He stated that the garbage is emptied twice a week.

Mrs. Parsons asked if there could be a third dumpster there year round.

Facilities Director stated that not only would it be costly to get a third dumpster, but that there isn't anywhere to put it.

- 4) Mrs. Parsons asked if we are getting any help out of the cameras, that if we are the residents aren't seeing it.

Director stated yes, and that the cameras are a deterrent. He stated that we have received reports, viewed the cameras, and been successful with evictions due to the camera security system.

- 5) Mrs. Parsons asked about key cards to open the doors.

Director stated that right now we have keys to unlock the doors.

Facilities Director stated that the majority of the problems with the doors are people messing with the locks on the doors.

Director stated that if Mrs. Parsons would find the doors open, she should let us know, giving us the approximate time. Maybe then we would be able to view cameras to see who may be unlocking the doors.

- 6) Mrs. Parsons asked if there was anything in the plan to be done with the windows in the

apartments. A lot of cold air comes in her apartment from around her window.

Facilities Director stated that there isn't anything at this time planned for windows. He stated they have worked on her window before, and he will have someone check it out again for her.

- 6) Mrs. Parsons stated there isn't anything for the residents to do, and wanted to know if some kind of entertainment could be organized for them.

Director stated he would talk to Donna DeMarco, the Resident Services Coordinator, and she would let them know.

With there being no other matters to discuss, Director thanked everyone for coming and the meeting was adjourned.

## DISCLOSURE OF LOBBYING ACTIVITIES

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

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input 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	<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  Congressional District, if known:	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>  Congressional District, if known:	
<b>6. Federal Department/Agency:</b>	<b>7. Federal Program Name/Description:</b>  CFDA Number, if applicable: _____	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b> \$ _____	
<b>10. a. Name and Address of Lobbying Registrant</b> <i>(if individual, last name, first name, MI):</i>	<b>b. Individuals Performing Services</b> <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
<b>11.</b> 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 reported to the Congress semi-annually and 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></u> Print Name: <u>Marcel Malfregeot</u> Title: <u>Chairman</u> Telephone No.: <u>304-623-3322</u> Date: <u>03/29/2012</u>	
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

## Attachment A

### **Violence Against Women Act**

The **Clarksburg-Harrison Regional Housing Authority (CHRHA)** will make every effort to identify and document the needs of children and adults who claim to be victims of domestic violence, dating violence, sexual assault, or stalking.

The **CHRHA** makes applicants and participants aware of their rights under VAWA through informational brochures and flyers that are given to them at different stages in the housing process. Brochures and flyers are also placed in the CHRHA Administrative Office lobbies and the common areas of our each of our three Public Housing Developments.

The **CHRHA** works closely with the local Hope, Inc. (Task Force on Domestic Violence) office and makes referrals when necessary.

#### **PHA POLICY:**

Once a claim is made known to the PHA, the victim will be required to sign a statement providing the name of the perpetrator and certify that the incidents in question are bona fide incidents of actual or threatened domestic violence, dating violence or stalking.

In addition, one of the following must also be provided:

A police or court record documenting the actual or threatened abuse, or a statement signed by an employee, agent, or volunteer of a victim service provider; an attorney; a medical professional; or another knowledgeable professional from whom the victim has sought assistance in addressing the actual or threatened abuse. The professional must attest under penalty of perjury that the incidents in question are bona fide incidents of abuse and the victim must sign or attest to the statement.

This documentation must be submitted to the PHA within 14 business days after the PHA issues a written request.