

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

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Small PHA Plan Update  
Annual Plan for Fiscal Year: **2002**

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

## PHA Plan Agency Identification

**PHA Name:** City of Hornell Housing Authority

**PHA Number:** NY067

**PHA Fiscal Year Beginning:** 10/2002

### PHA Plan Contact Information:

Name: Lawrence M. Vetter

Phone: (607) 324-7912

TDD: same

Email (if available): lvetter@infoblvd.net

### Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:  
(select all that apply)

- Main administrative office of the PHA
- PHA development management offices

### Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- Main administrative office of the local, county or State government
- Public library
- PHA website
- Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA
- PHA development management offices
- Other (list below)

### PHA Programs Administered:

Public Housing and Section 8       Section 8 Only       Public Housing Only

**Annual PHA Plan  
Fiscal Year 2001**

[24 CFR Part 903.7]

**i. Table of Contents**

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For Attachments, indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

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<input type="checkbox"/> Other (List below, providing each attachment name)	

## **ii. Executive Summary**

[24 CFR Part 903.7 9 (r)]

At PHA option, provide a brief overview of the information in the Annual Plan

The Quality Housing and Work Responsibility Act of 1998 requires that all Public Housing Authorities prepare a 5 year Agency Plan detailing the Goals and Objectives of the Housing Authority and the annual steps to be taken by the Authority to achieve those Goals and Objectives. This Document is the 2002 update with the Management Action Plan for the Fiscal year ending 9/30/03. The regulations promulgated by the U.S Dept. of Housing and Urban Development mandate the following:

- Strategic Goals
- Housing Needs
- Eligibility & Admission Policies
- Financial Resources
- Capital Improvements
- Rent Determinations
- Other pertinent Policies and Plans that affect the Authority

The Authority assembled a Resident Advisory Board of seven (7) members who have met and developed the plan covering all items contained in the Document. This Agency Plan covers the Public Housing and the Section 8 Housing Assistance Programs, both offered by the City of Hornell Housing Authority.

The Plan the City of Hornell Housing Authority established includes a Mission Statement and four (4) goals for the five years 2000 through 2004.

The Mission Statement reads:

“The City of Hornell Housing Authority will provide Housing Choices to people of all backgrounds, through social, educational and financial opportunities that will allow all families and individuals a secure, positive, wholesome and self supporting way of life.”

The four (4) goals are as follows:

- increasing the availability of decent, safe and affordable housing,
- improving the quality of life and economic vitality of the community
- promoting self-sufficiency and asset development of families and individuals
- increasing homeownership in the Hornell Community

The Plan indicates that there is not a need for the Authority to increase the number of owned housing units, as our waiting lists are manageable with our present assets. However, the requests for Section 8 rental assistance cannot be met. Therefore the Authority will look to increase the number of rental vouchers available.

The Authority will maintain its preferences, adopted in July 2000, for admission giving preference to homeless individuals from the City of Hornell, then to the immediate area. No preference will be given

to the homeless from zip code areas that are not specifically stated in the Policy. The Authority has added policy provisions for de-concentration of income within complexes and selection provisions to allow the Authority to meet the income targeting required by the QHWRA legislation. In addition, the Plan indicates rental charges for its programs that includes Ceiling and Flat Rents and the traditional 30% of Income calculation for Public Housing and establishment of Payment Standards for the Sec.8 HAP program.

Financial Resources lists expected income from all sources to be \$1,013,163 with expenditures equaling income. The Plan lists capital improvement expenses at \$280,780 and will include Site improvements and plumbing fixture replacement at Church St. Court, Sawyers St. Site and utility distribution and landscaping improvements at Hillside Manor.

The Housing Authority has no plans for demolition or disposition of its units, nor do we anticipate any conversion of our public housing units to private sector units supported by Section 8 Voucher Assistance.

The document contains new policies and revised schedules that will be adopted with the acceptance of this Agency Plan. Those policies and schedules include:

- **Admission and Continued Occupancy Policy provisions dealing with sex offenders** (ACOP: sec. C2.0, par. 3)
- **Designated Housing Plan**
- **Revised Fair Market Rents**
- **Revised Flat Rents**
- **Revised Minimum Rent**
- **Revised Miscellaneous Charges**

## **1. Summary of Policy or Program Changes for the Upcoming Year**

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

The document contains revised schedules adopted during fiscal year 2001 to meet the requirements of the QHWARA of October 1998. Those policies and schedules include:

- Revised Flat Rents
- Revised Fair Market Rents
- Revised Payment Standards
- Revised Eligibility Policy dealing with Sex Offenders
- Designated Housing Plan

## **2. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. X Yes  No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA’s estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ 272,492.00

C. X Yes  No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 2. If no, skip to next component.

D. Capital Fund Program Grant Submissions

**(1) Capital Fund Program 5-Year Action Plan**

The Capital Fund Program 5-Year Action Plan is provided as Attachment C

**(2) Capital Fund Program Annual Statement**

The Capital Fund Program Annual Statement for FYE 2000 is provided as Attachment B

**3. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

Applicability: Section 8 only PHAs are not required to complete this section.

1.  Yes X No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to next component ; if “yes”, complete one activity description for each development.)

2. Activity Description

<b>Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)</b>
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected: 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Relocation resources (select all that apply) <input type="checkbox"/> Section 8 for     units <input type="checkbox"/> Public housing for     units <input type="checkbox"/> Preference for admission to other public housing or section 8 <input type="checkbox"/> Other housing for     units (describe below)

- |  |
|--|
| 8. Timeline for activity:<br>a. Actual or projected start date of activity:<br>b. Actual or projected start date of relocation activities:<br>c. Projected end date of activity: |
|--|

**4. Voucher Homeownership Program**

[24 CFR Part 903.7 9 (k)]

A. X Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to next component; if “yes”, describe each program using the table below (copy and complete questions for each program identified.)

**B. Capacity of the PHA to Administer a Section 8 Homeownership Program**

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- X Establishing a minimum homeowner downpayment requirement of at least 3 percent and requiring that at least 1 percent of the downpayment comes from the family’s resources
- X Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

**5. Safety and Crime Prevention: PHDEP Plan**

[24 CFR Part 903.7 (m)]

Exemptions Section 8 Only PHAs may skip to the next component PHAs eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

A. X Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA’s estimated or actual (if known) PHDEP grant for the upcoming year? \$ \_\_\_\_\_

C.  Yes X No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.

D.  Yes  No: The PHDEP Plan is attached at Attachment \_\_\_\_\_

**6. Other Information**

[24 CFR Part 903.7 9 (r)]

**A. Resident Advisory Board (RAB) Recommendations and PHA Response**

- 1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
  
- 2. If yes, the comments are Attached at Attachment (File name)
  
- 3. In what manner did the PHA address those comments? (select all that apply)
  - The PHA changed portions of the PHA Plan in response to comments  
A list of these changes is included  
 Yes  No: below or  
 Yes  No: at the end of the RAB Comments in Attachment \_\_\_\_.
  - Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the at the end of the RAB Comments in Attachment \_\_\_\_.
  
  - Other: (list below)

**B. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

- 1. Consolidated Plan jurisdiction: New York State
  
- 2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
  - The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
  - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
  - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan. (list such initiatives below)
  - Other: (list below)
  
- 3. PHA Requests for support from the Consolidated Plan Agency



Yes  No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)
- Preserves low income housing options of individuals and families seeking decent, safe housing in the jurisdiction of the housing authority and also seeks to increase the availability of housing units to meet the needs of the constituency.
  - Improves accessibility to housing options of the low income households through Homeownership programs, increasing Section 8 Existing Housing Programs and maintenance of and modernization of existing Public Housing.

### **C. Criteria for Substantial Deviation and Significant Amendments**

#### **1. Amendment and Deviation Definitions**

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

#### **A. Substantial Deviation from the 5-year Plan:**

The City of Hornell Housing Authority will not be allowed to deviate from this Five Year Agency Plan or yearly Annual Plan with out Public Notice and Public Hearing depicting such changes.

The Housing Authority defines Substantial Deviation and Significant Amendment or Modifications as changes that will affect the following:

1. Changes to rent or Admission Policies or organization of the Waiting List;
2. Additions of non-emergency work items to the 5-Year Action Plan or change in use of replacement reserve funds under the Capital Fund;
3. Additions or new activities not included in the current Public Housing Drug Elimination Program Plan;
4. Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

#### **B. Significant Amendment or Modification to the Annual Plan:**

The City of Hornell Housing Authority will not be allowed to deviate from this Annual Plan with out Public Notice and Public Hearing depicting such changes.

The Housing Authority defines Substantial Deviation and Significant Amendment or

Modifications as changes that will affect the following:

- Changes to rent or Admission Policies or organization of the Waiting List;
- Additions or new activities not included in the current Public Housing Drug Elimination Program Plan;
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

**Component 3, (6) Deconcentration and Income Mixing**

- a.  Yes  No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b.  Yes  No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

<b>Deconcentration Policy for Covered Developments</b>			
<b>Development Name:</b>	<b>Number of Units</b>	<b>Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]</b>	<b>Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]</b>

## Attachment A Supporting Documents Available for Review

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers in Public Housing <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	Section 8 rent determination (payment standard) policies X check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary) Neighborhood appearance	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any required policies governing any Section 8 special housing types X check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	Policies governing any Section 8 Homeownership program (Homeownership addendum of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
	PHDEP-related documentation: <ul style="list-style-type: none"> <li>· Baseline law enforcement services for public housing developments assisted under the PHDEP plan;</li> <li>· Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15);</li> <li>· Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities;</li> <li>· Coordination with other law enforcement efforts;</li> <li>· Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and</li> <li>· All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan.</li> </ul>	Annual Plan: Safety and Crime Prevention
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) X check here if included in the public housing A & O Policy	
X	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)



**Attachment B: Capital Fund Program 2001  
Annual Statement/Performance and Evaluation Report**

<b>Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name: City of Hornell Housing Authority</b>			<b>Grant Type and Number</b> Capital Fund Program: NY06P06750101 Capital Fund Program Replacement Housing Factor Grant No:		<b>Federal FY of Grant: 2001</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6/30/02 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$123,780	\$111,780	\$88,230	\$88,2300
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	\$157,000	\$0		
10	1460 Dwelling Structures		\$139,000	\$0	\$0
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures		\$30,000	\$0	\$0
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	\$280,780	\$280,780	\$88,230	\$88,230
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

<b>Annual Statement/Performance and Evaluation Report 2001</b>								
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b>								
<b>Part II: Supporting Pages</b>								
PHA Name: City of Hornell Housing Authority			Grant Type and Number Capital Fund Program #: CFPNY06P06750101 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406	1	\$123,780	\$111,780	\$88,380	\$88,380	79%
003	Site improvements	1450	1	\$157,000	0	\$0	\$0	
	Dwelling Structures							
002		1460	1	0	\$74,000			0%
004		1460	1	0	\$65,000	0	0	0%
004	Non-Dwelling Structures	1470	1	0	\$30,000	0	0	0%

<b>Annual Statement/Performance and Evaluation Report</b>							
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b>							
<b>Part III: Implementation Schedule</b>							
PHA Name: City of Hornell Housing Authority		Grant Type and Number Capital Fund Program #: NY06P06750101 Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide operations	03/31/03			09/30/04			
HA wide 1460 & 1470	03/31/03			09/3/04			



**Capital Fund Program 2002  
Annual Statement/Performance and Evaluation Report**

<b>Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name:</b> City of Hornell Housing Authority			<b>Grant Type and Number</b> Capital Fund Program: NY06P06750102 Capital Fund Program Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b> 2002
<input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no: )</b> <input checked="" type="checkbox"/> <b>Performance and Evaluation Report for Period Ending: 6/30/02</b> <b>Final Performance and Evaluation Report</b>					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$53,392			
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	\$197,200			
10	1460 Dwelling Structures	\$21,900			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	\$272,492			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: City of Hornell Housing Authority			Grant Type and Number Capital Fund Program #: CFPNY06P06750102 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406	1	\$53,392	\$0	\$0	\$0	0%
003	Site improvements	1450	1	\$197,200	\$0	\$0	\$0	0%
	Underground distribution							
	Dwelling Structures	1460	1	\$21,900	\$0	\$0	\$0	0%
	Exterior repairs							

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part III: Implementation Schedule								
PHA Name: City of Hornell Housing Authority			Grant Type and Number Capital Fund Program #: NY06P06750102 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarters Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
HA-Wide operations	09/30/04			09/30/06				
HA wide 1460 & 1470	09/30/04			09/30/06				

**Required Attachment D: Resident Member on the PHA Governing Board**

1. X Yes  No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board:

Richard Schimpff

Kelly Ake

B. How was the resident board member selected: (select one)?

Elected

Appointed

C. The term of appointment is (include the date term expires): 2 Years, expires 6/30/2004

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
- the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.

Other (explain):

B. Date of next term expiration of a governing board member:

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):

## **Required Attachment E : Membership of the Resident Advisory Board or Boards**

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

The City of Hornell Housing Authority Board of Commissioners annually appoints tenants to the Resident Advisory Board (RAB) to provide input on matters of the Authority and to provide assistance to the Management staff in the development of the Agency Plan. Appointees are from the tenant associations of the Elderly and Family Complexes and serve on a volunteer basis. All presidents of exiting tenant groups are asked to serve along with a representative at large.

The members of the 2001 RAB as appointed February 14, 2001 are:

Sawyer St. Site	Harriet Jay
Sawyer St. Site	Dorothy Treahy
Church St. Court	Alice Stoddard
Church St. Court	Joseph Nenna
Hillside Manor	Carol Hale
Hillside Manor	vacant
Clustered Sites	vacant
Clustered Sites	Vacant
Ex-officio	
Tenant Commissioners	Richard Schimpff
	Kelly Ake

There were no interested residents to fill the remaining three positions for this year.

## Attachment C : Capital Fund Program 5 Year Action Plan

### Capital Fund Program Five-Year Action Plan

#### Part I: Summary

PHA Name						<input checked="" type="checkbox"/> Original 5-year Plan
City of Hornell Housing Authority						<input type="checkbox"/> Revision No.: _____
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2003 PHA FY:	Work Statement for Year 3 FFY Grant: 2004 PHA FY:	Work Statement for Year 4 FFY Grant: 2005 PHA FY:	Work Statement for Year 5 FFY Grant: 2006 PHA FY:	
NY067002 Church St. Court		0.00	49,400.00		60,000.00	
NY067003 Hillside Manor		139,000.00	41,600.00	128,663.00	30,000.00	
NY067004 Sawyer St. Site		0.00	33,800.00	0.00		
NY067006 Clustered Sites		0.00	5,200.00	0.00		
Operations		99,663.00	108,663.00	110,000.00	148,663.00	
Management Improvements	<b>See</b>	0.00	0.00	0.00	0.00	
Administration		0.00	0.00	0.00	0.00	
Fees & Costs	<b>Annual</b>	0.00	0.00	0.00	0.00	
Relocation		0.00	0.00	0.00	0.00	
Contingency	<b>Statement</b>	0.00	0.00	0.00	0.00	
		0.00	0.00	0.00	0.00	
Total CFP Funds (Est.)		238,663.00	238,663.00	238,663.00	238,663.00	
Total Replacment Housing Factor Funds		0.00	0.00	0.00	0.00	

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

**Part II: Supporting Pages - Work Activities**

Activities for Year 1	Activities for Year: <u>2</u> FFY Grant: 2003 PHA FY:			Activities for Year: <u>3</u> FFY Grant: 2004 PHA FY:		
	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 Annual Statement</b>	<b>HA-wide Improvements</b>		<b>99,663.00</b>	<b>HA-wide Improvements</b>		<b>108,663.00</b>
	Operations			Operations		
	<b>NY06P067003, Hillside Manor</b>		<b>139,000.00</b>	<b>NY06P067002, Church St. Court</b>		<b>49,400.00</b>
	1460 Dwelling Structures			1450 Site Improvements		
	Rear Porch Renovations		75,000.00	repave drives, parking; lighting		49,400.00
	Emergency Generators		64,000.00	<b>NY06P067003, Hillside Manor</b>		<b>41,600.00</b>
				1450 Site Improvements		
				repave drives, parking; lighting		41,600.00
				<b>NY06P067004, Sawyer St. Site</b>		<b>33,800.00</b>
				1450 Site Improvements		
			repave drives, parking; lighting		33,800.00	
			<b>NY06P067006, Clustered Sites</b>		<b>5,200.00</b>	
			1450 Site Improvements			
			repave drives, parking; lighting		5,200.00	
Contingency:				Contingency:		
Contingency				Contingency		
Total for Contingency:		0.00		Total for Contingency:		0.00
Subtotal of Estimated Cost		<b>238,663.00</b>		Subtotal of Estimated Cost		<b>238,663.00</b>

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

**Part II: Supporting Pages - Work Activities**

Activities for Year 1	Activities for Year: <u>4</u> FFY Grant: 2005 PHA FY:			Activities for Year: <u>5</u> FFY Grant: 2006 PHA FY:		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	<b>HA-wide Improvements</b> Operations		<b>110,000.00</b>	<b>HA-wide Improvements</b> Operations		<b>145,663.00</b>
	<b>NY06P067003 Hillside Manor</b> Kitchen & Bath Renovations		<b>128,663.00</b>	<b>NY06P067002 Church St. Court</b> Roof replacement		<b>60,000.00</b>
				<b>NY06P067003 Hillside Manor</b> Roof repair/replacement		<b>30,000.00</b>
	Contingency: Contingency			Contingency: Contingency		
	Total for Contingency:			Total for Contingency:		
	Subtotal of Estimated Cost		<b>238,663.00</b>	Subtotal of Estimated Cost		<b>238,663.00</b>