

HOUSING AUTHORITY OF YAMHILL COUNTY

PHA Plans

5 Year Plan for Fiscal Years 2003 - 2007

Annual Plan for Fiscal Year 2003

**NOTE: THIS PHA PLANS TEMPLATE (HUD50075) IS TO BE COMPLETED IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan
Agency Identification**

PHAName: HOUSING AUTHORITY OF YAMHILL COUNTY

PHANumber: OR016

PHAFiscalYearBeginning:(mm/yyyy) 07/2003

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
- PHA local 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
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the 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)

5-YEAR PLAN
PHAF ISCAL YEARS 2000 -2004
[24CFRPart903.5]

A.Mission

State the PHA's mission for serving the needs of low -income, very low income, and extremely low -income families in the PHA's jurisdiction. (select one of the choices below)

The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

The PHA's mission is:

The mission of the Housing Authority is to provide the opportunity for decent, safe, sanitary and affordable housing to lower-income families residing in our community.

In order to fulfill this mission, the Housing Authority has established the following objectives:

- To provide housing assistance in a manner that respects the dignity and inherent worth of every person.
- To promote housing opportunities for lower-income families based on individual needs.
- To further the revitalization of the community through maintenance and rehabilitation of existing housing.
- To promote increased awareness of tenant and owner rights and responsibilities under lease agreements.
- To promote maximum utilization of available funds to assist eligible families.
- To fulfill all Public Housing Authority (PHA) responsibilities outlined in any applicable laws, regulations and requirements.

B.Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD -suggested objectives or their own, **PHAS ARE STRONGLY EN COURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVE SOVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include target such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the space to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- PHA Goal :Expand the supply of assisted housing
Objectives:
 - Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)

- PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate one effort to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)

- PHA Goal: Increase assisted housing choices
Objectives:
 - Provide voucher mobility counseling:
 - Conduct outreach effort to potential voucher landlords
 - Increase voucher payment standards
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
 - Implement public housing site -based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- PHA Goal: Provide an improved living environment
- Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements: better lighting.
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- PHA Goal: Promote self-sufficiency and asset development of assisted households
- Objectives:
 - Increase the number and percentage of employed persons in assisted families:
 - Provide or attract support services to improve assistance recipients' employability:
 - Provide or attract support services to increase independence for the elderly or families with disabilities.
 - Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing
- Objectives:
 - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability:
 - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability:
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Other: (list below)

Other PHA Goals and Objectives: (list below)

AnnualPHAPlan
PHAFiscalYear2000
[24CFRPart903.7]

AnnualPlanType:

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

StandardPlan

StreamlinedPlan:

- HighPerformingPHA**
- Small Agency(<250PublicHousingUnits)**
- AdministeringSection8Only**

TroubledAgencyPlan

ii. ExecutiveSummaryoftheAnnualPHAPlan

[24CFRPart903.79(r)]

ProvideabriefoverviewoftheinformationintheAnnualPlan,includinghighlightsofmajorinitiativesanddiscretionarypolicies thePHAhasincludedintheAnnualPlan.

The Annual Plan includes information outlining the resources and policies in place to guide the Authority during the fiscal year. The Authority will continue to maintain and make every effort to expand programs to assist the low-income families of Yamhill County in meeting their housing needs. The Authority will continue to provide rental assistance (Housing Choice Vouchers) to eligible households and seek funding to assist families with rental assistance. In addition, the plan outlines for the Housing Authority Public Housing Program to continue to maintain and improve public housing. During the year capital improvement funds are being set aside to upgrade and improve several of the public housing units and systems. The annual plan anticipates continuation of the existing programs and adoption and implementation of the changes and requirements of QHWRA. The annual plan includes the administrative plans and policies which will guide the authority's operations. Some but not all include the Administrative Plan for the Housing Choice Voucher program, policies governing admission to and continued occupancy of the Public Housing program, the FSS Action Plan and the Housing Authority's Technology Plan.

Annual Plan Table of Contents

[24CFR Part 903.79(r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

Table of Contents

	<u>Page#</u>
Annual Plan	
i. Executive Summary	5
ii. Table of Contents	
1. Housing Needs	10
2. Financial Resources	16
3. Policies on Eligibility, Selection and Admissions	17
4. Rent Determination Policies	24
5. Operations and Management Policies	27
6. Grievance Procedures	28
7. Capital Improvement Needs	29
8. Demolition and Disposition	30
9. Designation of Housing	31
10. Conversions of Public Housing	32
11. Homeownership	33
12. Community Service Programs	35
13. Crime and Safety	37
14. Pets	38
15. Civil Rights Certifications (included with PHA Plan Certifications)	38
16. Audit	38
17. Asset Management	39
18. Other Information	
a. Resident Advisory Board Recommendations	39
b. Description of Election process for Residents on the PHA Board	40
c. Statement of Consistency with the Consolidated Plan	40
d. Substantial Deviation/Significant Amendments of Modifications	41
19. Attachments	
a. Admissions Policy for Deconcentration	43
b. FY2003 Capital Fund Annual Statement	44
c. FY2003 -2007 Capital Fund Five -Year Action Plan	44
d. Community Service	44
e. Pet Policy	44
f. Meeting Five Year Goals	45

g. Residenton Board	46
h. Resident Advisory Board	46
i. Project -Based Section 8 Program	46
j. FY2001/2002 Capital Fund Performance and Evaluation Report	47
k. Organizational Chart	48

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. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the filename in parentheses in the space to the right of the title.

Required Attachments:

- Admissions Policy for Deconcentration (Attachment #1)
- FY2003 Capital Fund Program Annual Statement (Attachment #2 -or 016c03)
- Most recent board -approved operating budget (Required Attachment for PHA's that are troubled or at risk of being designated troubled ONLY)
- Implementation of Public Housing Resident Community Service Requirements (Attachment #4)
- Pet Policy (Attachment #5)
- Brief Statement of Progress in Meeting the 5 -Year Plan Mission and Goals (Attachment #6)
- Membership of the Resident Advisory Board (Attachment #8)
- Resident Membership of the PHA Governing Board (Attachment #7)
- Capital Fund Program Annual Report Performance and Evaluation Reports, FY2001 (Attachment #10 -or 016a03), FY2002 (Attachment #10 -or 016b03)

Optional Attachments:

- PHA Management Organizational Chart (Attachment #11)
- FY2002 Capital Fund Program 5 Year Action Plan (Attachment #3 -or 016c03)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (included in PHA Plan text)
- Other (List below, providing each attachment name)
 - Definitions of "Substantial Deviation from the 5 -Year Plan" and "Significant Amendment or Modification to the 5 -Year Plan and Annual Plan." (Listed under other)
 - Attachment #9 -Project Based Section 8

Supporting Documents Available for Review

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.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certification of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdiction to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which include the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing need 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), which include the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Dec oncentration and Income Mixing Documentation: 1. PHA Board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/ 99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent De termination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
	Plan	
X	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPEVI applications or, if more recent, approved or submitted HOPEVI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing home ownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self -sufficiency (ED/SS, TOP or ROSS or other residents services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi -annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	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)

1.StatementofHousingNeeds

[24CFRPart903.79(a)]

A.HousingNeedsofFamiliesintheJurisdiction/sServedbythePHA

BasedupontheinformationcontainedintheConsolidatedPlan/sapplicabletothejurisdiction,and/orotherdataavailabletothePHA,provideastatementofthehousingneedsinthejurisdictionbycompletingthefollowingtable.Inthe“Overall”Needscolumn,providetheestimatednumberofrenterfamiliesthathavehousingneeds.Fortheremainingcharacteristics,ratetheimpactofthatfactoronthehousingneedsforeachfamilytype,from1to5,with1being“noimpact”and5being“severeimpact.”UseN/AtoindicatethatnoinformationisavailableuponwhichthePHAcannmakethisassessment.

HousingNeedsofFamiliesintheJurisdiction byFamilyType							
FamilyType	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income<=30%ofAMI	2107	5	5	5	4	5	5
Income>30%but<=50% ofAMI	1821	5	5	4	3	4	4
Income>50%but<80% ofAMI	2447	4	4	3	2	n/a	3
Elderly(0-80%ofAMI)	1291	5	3	3	4	n/a	4
FamilieswithDisabilities	137	5	5	4	5	n/a	5
Hispanic	373	5	4	4	3	4	4

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2001 -2005
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant -based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site -Based or sub -jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	43		12
Extremely low income (<=30% AMI)	37	86.04%	
Very low income (>30% but <=50% AMI)	6	13.95%	
Low income (>50% but <80% AMI)	0	0%	

Housing Needs of Families on the Waiting List			
Families with children	43	100%	
Elderly families	0	0%	
Families with Disabilities	1	2.32%	
Race/ethnicity – Hispanic	10	23%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	0	0%	
2BR	28	65.11%	
3BR	15	34.88%	
4BR	0	0%	
5BR	0	0%	
5+BR	0	0%	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to open the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant -based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site -Based or sub -jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	693		300
Extremely low income <=30% AMI	595	85.61%	
Very low income (>30% but <=50% AMI)	94	13.52%	
Low income			

Housing Needs of Families on the Waiting List			
(>50% but <80% AMI)	6	.57%	
Families with children	625	90%	
Elderly families	29	4%	
Families with Disabilities	118	16.97%	
Race/ethnicity – Hispanic	97	14%	
Race/ethnicity – Black	14	2%	
Race/ethnicity – Asian	14	2%	
Race/ethnicity – American Indian/Alaskan	35	5%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2BR			
3BR			
4BR			
5BR			
5+BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency’s reasons for choosing this strategy.

The Housing Authority of Yamhill County’s strategy in the upcoming year to address the needs of families in our jurisdiction is to apply for any applicable funds to provide more affordable housing to residents at or below 50% of AMI. This strategy was chosen because it is believed to be the most productive method of increasing affordable housing to people in these income categories.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease -uprates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease -uprates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease -uprates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed -finance housing
- Pursue housing resources other than public housing or Section 8 tenant -based assistance.
- Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30% of AMI

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant -based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships

- Adoptrentpoliciestosupportandencouragework
- Other:(listbelow)

Need:SpecificFamilyTypes:Familiesatorbelow50%ofmedian

Strategy1:Targetavailableassistanceto familiesatorbelow50%of AMI

Selectallthatapply

- Employadmissionspreferencesaimedatfamilieswhoareworking
- Adoptrentpoliciestosupportandencouragework
- Other:(listbelow)

Need:SpecificFamilyTypes:TheElderly

Strategy1: Targetavailableassistancetotheelderly:

Selectallthatapply

- Seekdesignationofpublichousingfortheelderly
- Applyforspecial -purposevoucherstargetedtotheelderly,shouldtheybecomeavailable
- Other:(listbelow)

Need:SpecificFamilyTypes:FamilieswithDisabilities

Strategy1: TargetavailableassistancetoFamilieswithDisabilities:

Selectallthatapply

- Seekdesignationofpublichousingforfamilieswithdisabilities
- Carryoutthomodificationsneededinpublichousingbasedonthesection504NeedsAssessmentfor PublicHousing
- Applyforspecial -purposevoucherstargetedtofamilieswithdisabilities,shouldtheybecome available
- Affirmativelymarkettoalocalnon -profitagenciesthatassistfamilieswithdisabilities
- Other:(listbelow)

Need:SpecificFamilyTypes:Racesorethnicitieswithdisproportionatehousingneeds

Strategy1:IncreaseawarenessofPHAresourcesamongfamiliesofracesandethnicitieswith disproportionateneeds:

Selectifapplicable

- Affirmatively market to races/ethnicities show to have disproportionate housing needs
- Other:(list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other:(list below)
- Results of consultation with Landlord Advisory Board

2. Statement of Financial Resources

[24CFR Part 903.79(b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2002 grants)		
a) Public Housing Operating Fund	\$106,100	
b) Public Housing Capital Fund	\$174,172	
c) HOPEVI Revitalization	0	
d) HOPEVI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$6,610,464	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and Self-Sufficiency Grants	\$86,380	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)	0	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
	0	
	0	
3. Public Housing Dwelling Rental Income		
	\$199,000	
	0	
4. Other income (list below)		
Interest	\$10,000	
Tenant Charges	\$1,960	
5. Non-federal sources (list below)		
	0	
Total resources	\$7,188,076	

3.PHAPoliciesGoverningEligibility,Selection,andAdmissions

[24CFRPart903.79(c)]

A.PublicHousing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1)Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)
 When families are within a certain time of being offered a unit: (state time)
 Other: *When it is known a unit will be available.*

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
 Rental history
 Housekeeping
 Other (describe)

c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)WaitingListOrganization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
 Sub-jurisdictional lists
 Site-based waiting lists
 Other (describe)

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
 PHA development site management office
 Other (list below)

c. If the PHA plan to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3)Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously HUD-approved site-based waiting list plan)? If yes, how many lists?

3. Yes No: May families be on more than one lists simultaneously? If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site -based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site -based waiting lists
- At the development to which they would like to apply
- Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

b. Yes No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfer take precedence over new admissions? (list below)

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing

- Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

Need for accessible unit.

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing
- Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- 2 Working families and those unable to work because of age or disability
- Veterans and veterans' families
- 2 Residents who live and/or work in the jurisdiction
- 2 Those enrolled currently in educational, training, or upward mobility programs
- 2 Households that contribute to meeting income goals (broad range of incomes)
- 2 Households that contribute to meeting income requirements (targeting)
- 2 Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- 1 Other preference (s) (list below)

Need for accessible unit.

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers

- Not applicable: the pool of applicant families ensure that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA - resident lease
 The PHA's Admissions and (Continued) Occupancy policy
 PHA briefing seminars or written materials
 Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
 Anytime family composition changes
 At family request for revision
 Other (list)

(6) Deconcentration and Income Mixing

a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- Adoption of site based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and development targeted below)

d. Yes No: Did the PHA adopt any changes to **other policies** based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
 Actions to improve the marketability of certain developments

- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentive to encourage deconcentration of poverty and income -mixing
- Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher -income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower -income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub -component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug -related activity only to the extent required by law or regulation
- Criminal and drug -related activity, more extensively than required by law or regulation
- More general screening than criminal and drug -related activity (list factors below)
- Other (list below)

b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC -authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug -related activity
- Other (describe below)

Lease violations, address & name of current and previous landlord, damage claims.

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant -based assistance waiting list merged? (select all that apply)

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project -based certificate program
- Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office
 Other (list below)

(3) Search Time

a. Yes No: Does the PHA give extension on standard 60-day period to search for a unit?

If yes, state circumstances below:

- *Extenuating circumstances such as hospitalization or a family emergency for an extended period of time which has affected the family's ability to find a unit within the initial sixty-day period. Verification is required.*
- *The PHA is satisfied that the family has made a reasonable effort to locate a unit, including seeking the assistance of the PHA, throughout the initial sixty-day period. A completed search record is required with a minimum of 10 references.*

(4) Admissions Preferences

a. Income targeting

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
 Victims of domestic violence
 Substandard housing
 Homelessness
 High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
 Veterans and veterans' families
 Residents who live and/or work in your jurisdiction
 Those enrolled currently in educational, training, or upward mobility programs

- Householdsthatcontributeto meetingincomegoals(broadrangeofincomes)
- Householdsthatcontributetomeetingincomerequirements(targeting)
- Thosepreviouslyenrolledineducational,training,orupwardmobilityprograms
- Victimsofreprisalsorhatecrimes

1 Otherpreference(s)(listbelow)

1. *Current participant in HAYC project-based or owned property who administratively needs to transfer.*
2. *Special needs households participating in HAYC sponsored affordable housing supportive services.*
3. *Families working undercover with Yamhill County police departments.*

3. IfthePHAwillemployadmissionspreferences,pleaseprioritizebyplacinga“1”inthespacethat representsyourfirstpriority,a“2”intheboxrepresentingyoursecondpriority,andsoon.Ifyou giveequalweighttooneormoreofthesechoices(eitherthroughanabsolutehierarchyorthrougha pointssystem),placethesamenumbernexttoeach.Thatmeansyoucanuse“1”morethanonce,“2” morethanonce,etc.

2 DateandTime

FormerFederalpreferences

- InvoluntaryDisplacement(Disaster,GovernmentAction,ActionofHousingOwner,Inaccessibility, PropertyDisposition)
- Victimsofdomesticviolence
- Substandardhousing
- Homelessness
- Highrentburden

Otherpreferences(selectallthatapply)

- Workingfamiliesandthoseunabletoworkbecauseofageordisability
- Veteransandveterans’families
- Residentstholiveand/orworkinyourjurisdiction
- Thoseenrolledcurrentlyineducational,training,orupwardmobilityprograms
- Householdsthatcontributetomeetingincomegoals(broadrangeofincomes)
- Householdsthatcontributetomeetingincomerequirements(targeting)
- Thosepreviouslyenrolledineducational,training,orupwardmobility programs
- Victimsofreprisalsorhatecrimes

1 Otherpreference(s)(listbelow)
Same as listed in 2 above.

4. Among applicants on the waiting list with the equal preference status, how are applicants selected? (select one)

- Dateandtimeofapplication
- Drawing(lottery)orotherrandomchoicetechnique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admission to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

b. How does the PHA announce the availability of any special -purpose section 8 programs to the public?

- Through published notices
- Other (list below)
Notification of applicable entities responsible for assisting targeted groups.

4. PHA Rent Determination Policies

[24 CFR Part 903.79(d)]

A. Public Housing

Exemptions: PHA that do not administer public housing are not required to complete sub -component 4A.

(1) Income Based Rent Policies

Describe the PHA’s income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent -setting policies for income based rent in public housing. Income -based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub -component (2))

---or---

- The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below :

In order for the family to qualify for a hardship exception, the family's circumstances must fall into one of the following criteria:

1. ***The family has lost eligibility or is awaiting an eligibility determination for Federal, State, local assistance.***
2. ***The family would be evicted as a result of the imposition of the minimum rent requirement.***
3. ***The income of the family has decreased because of changed circumstances, including:***
 - a. ***Loss of employment***
 - b. ***Death in family***
 - c. ***Other circumstances as determined by HA or HUD.***

The family must demonstrate that the hardship is of long-term duration. If the family demonstrates that the hardship is of long-term duration the HA or HUD must retroactively exempt the family from the minimum rent requirement for the 90-day period.

c. Rents set at less than 30% than adjusted income

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

Flat rents in place: 2 Bdrm \$550 3 Bdrm \$688

These amounts will be used when 30% of a family's adjusted income exceeds the flat rent.

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent -setting policy)
If yes, state amount/s and circumstances below:

- Fixed percentage (other than general rent -setting policy)
If yes, state percentage/s and circumstances below:

- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- Yes for all developments
- Yes but only for some developments
- No

2. For which kind of developments are ceiling rents in place? (select all that apply)

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income re-examinations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Anytime the family experiences an income increase
- Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) **\$6,000 annual**
- Other (list below)

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- This section 8 rent reasonableness study of comparable housing

- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

Use of current ceiling rents in place.

B. Section 8 Tenant -Based Assistance

Exemptions: PHA that do not administer Section 8 tenant -based assistance are not required to complete sub -component 4B. Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Payment Standards

Describe the voucher payment standards and policies .

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- Other: Ability to lease -up the baseline allocation of vouchers.

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

3. If yes to question 2, list these policies below :

5. Operations and Management

[24CFR Part 903.79(e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached (Attachment #10)
- A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	70	10
Section 8 Vouchers	1180	300
Section 8 Mod Rehab	13	4
Special Purpose Section 8 Certificates/Vouchers (list individually)	Mainstream -75 Family Unif. -60	5 10
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs (list individually)		

B. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

Public Housing Admissions and Continued Occupancy Policy
Addendum - Public Housing Maintenance Plan
Lease Agreement

(2) Section 8 Management: (list below)

Section 8 Admin Plan

Lease and Contract

6. PHA Grievance Procedures

[24CFRPart903.79(f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8 - Only PHAs are exempt from sub -component 6A.

A. Public Housing

1. Yes No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24CFRPart966, Subpart B, for residents of public housing?

If yes, list addition to federal requirements below:

2. Which PHA offices should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- PHA main administrative office
- PHA development management offices
- Other (list below)

B. Section 8 Tenant -Based Assistance

1. Yes No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant -based assistance program in addition to federal requirements found at 24CFR982?

If yes, list addition to federal requirements below:

2. Which PHA offices should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office
- Other (list below)

7. Capital Improvement Needs

[24CFRPart903.79(g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub -component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long -term physical and social viability of its public housing developments. This

statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD -52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment 2 –(or 016a03)

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert there)

(2) Optional 5 -Year Action Plan

Agencies are encouraged to include a 5 -Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD -52834.

a. Yes No: Is the PHA providing an optional 5 -Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5 -Year Action Plan is provided as an attachment to the PHA Plan at Attachment 3 –(or 016a03)

-or-

The Capital Fund Program 5 -Year Action Plan is provided below: (if selected, copy the CFP Optional 5 Year Action Plan from the Table Library and insert there)

B. HOPEVI and Public Housing Development and Replacement Activities (Non - Capital Fund)

Applicability of sub -component 7B: All PHAs administering public housing. Identify any approved HOPEVI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

Yes No: a) Has the PHA received a HOPEVI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)

b) Status of HOPEVI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plans submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

Yes No: c) Does the PHA plan to apply for a HOPEVI revitalization grant in the Plan year? If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed-financed development activities for public housing in the Plan year?
If yes, list developments or activities below:

Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

8. Demolition and Disposition

[24CFR Part 903.79(h)]

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

1. Yes 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 component 9; if "yes", complete one activity description for each development.)

2. Activity Description

Yes No: Has the PHA provided the activities description information in the optional Public Housing Asset Management Table? (If "yes", skip to component 9. If "No", complete the Activity Description table below.)

Demolition/Disposition Activity Description	
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. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:	

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If "No", skip to component 10. If "yes", complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 10. If "No", complete the Activity Description table below.

Designation of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly	<input type="checkbox"/>
Occupancy by families with disabilities	<input type="checkbox"/>
Occupancy by only elderly families and families with disabilities	<input type="checkbox"/>
3. Application status (select one)	
Approved; included in the PHA's Designation Plan	<input type="checkbox"/>
Submitted, pending approval	<input type="checkbox"/>
Planned application	<input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	<u>(DD/MM/YY)</u>
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously -approved Designation Plan?	
6. Number of units affected:	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	

10. Conversion of Public Housing to Tenant -Based Assistance

[24CFR Part 903.79(j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessment of Reasonable Revitalization Pursuant to Section 202 of the HUD FY 1996 HUD Appropriations Act

1. Yes No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name: Housing Authority of Yamhill County 1b. Development (project) number: OR002
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD -approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPEVI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPEVI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

A. Voluntary Conversion Initial Assessments

- a. How many of the PHA's developments are subject to the Required Initial Assessments?
3
- b. How many of the PHA's developments are subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)?
0
- c. How many Assessments were conducted for the PHA's covered developments?
3
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: **Without further HUD guidance, HAY Cis unable to determine if conversion would be more or less expensive to operate as public housing, as compared to tenant -based assistance. Upon initial assessment, we did not find conversion as being appropriate for any of our developments at this time.**
- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments:
completed

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24CFR Part 903.79(k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z -4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 12. If "No", complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPEI <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

1. 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 component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs may skip to component 12.**)

2. Program Description:

a. Size of Program

Yes No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants
- 26 - 50 participants
- 51 to 100 participants
- more than 100 participants

b. PHA established eligibility criteria

Yes No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

The feasibility of Section 8 Homeownership is still being reviewed and discussed, criteria may be developed in the future.

12. PHA Community Service and Self-Sufficiency Programs

[24CFR Part 903.79(1)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8 PHAs are not required to complete sub-component C.

-Only

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

Yes No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target support services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 02/15/00

2. Other coordination efforts between the PHA and TANF Agency (select all that apply)

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation

Other policies (list below)

b. Economic and Social Self-Sufficiency Programs

Yes No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no", skip to sub-component 2, Family Self-Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office/ PHA main office/ other provider name)	Eligibility (public housing or section 8 participants or both)
<i>ABC'S OF HOME OWNERSHIP</i>	<i>Upto 15 people, per class. 4 classes per year</i>	<i>Open to all, first come, first serve</i>	<i>PHA main office, Chemeketa Community College</i>	<i>Both</i>

(2) Family Self-Sufficiency Program/s

a. Participation Description

Family Self-Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2002 Estimate)	Actual Number of Participants (As of: 12/31/02)
Public Housing	N/A	N/A
Section 8	140	145

b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plan to take to achieve at least the minimum program size? If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

Adopting appropriate changes to the PHA's public housing rent determination policies and training staff to carry out those policies

- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

D. Community Service Requirements

Community Service Requirement guidelines are included in the Public Housing Admissions and Continued Occupancy Policy. HAYC has recently re-instated the community service requirements in accordance with guidance from HUD.

13. PHA Safety and Crime Prevention Measures

[24CFR Part 903.79(m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug -related crime in some or all of the PHA's developments
- High incidence of violent and/or drug -related crime in the area surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower -level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual level of violent and/or drug -related crime
- Other (describe below)

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/antidrug programs
- Other (describe below)

3. Which developments are most affected? (list below)

HAYChasscatteredredsitessonospecificdevelopmentsaremostaffected,therearecurrentlyno knownproblemswithinthepublichousingsitesasfarasareasofhighincidencesofviolentand/or drug-relatedcrimeorevenlower -levelcrime,vandalismand/orgraffiti.

B. Crime and Drug Prevention activities the PHA has undertaken or plan to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plan to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime -and/or drug - prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at -risky youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below) *Ongoing tenant/applciant education through counseling sessions, newsletter, etc.*

1. Which developments are most affected? (list below)

HAYChasscatteredredsitessonospecificdevelopmentsaremostaffected,therearecurrentlyno knownproblemswithinthepublichousingsitesasfarasareasofhighincidencesofviolentand/or drug-relatedcrimeorevenlower -levelcrime,vandalismand/orgraffiti. We are concentrating on education as a method to possibly prevent any of these types of incidents from occurring.

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug -elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above -baseline law enforcement services
- Other activities (list below)

2. Which developments are most affected? (List below)

D. Additional information as required by PHDEP/PHDEP Plan

PHA eligible for FY2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: _____)

14. RESERVED FOR PET POLICY

[24CFR Part 903.79(n)]

Pet policy guidelines are Exhibit 4 of the Public Housing Admissions and Occupancy Policy.

15. Civil Rights Certifications

[24CFR Part 903.79(o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24CFR Part 903.79(p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved? If yes, how many unresolved findings remain? _____
5. Yes No: Have responses to any unresolved finding been submitted to HUD? If not, when are they due (state below)?

17. PHA Asset Management

[24CFR Part 903.79(q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
 Not applicable
 Private management
 Development-based accounting
 Comprehensive stock assessment
 Other: (list below)
3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

A. Resident Advisory Board Recommendations

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: (if comments were received, the PHA **MUST** select one)

Attached as Attachment (Filename)

Provided below:

Mission/Objectives – Comment made that they seem very clearly defined and the continued outreach is well developed.

Website – Comment made that the website is a great addition and that they would like to see links to other Social Services. Comment made that they were very pleased to see the availability of a website and plan to investigate the usefulness of the information there.

Housing Resource Center – Comment that this is another good idea.

Discussion of Housing Needs – Comment made that this was covered very thoroughly and that they appreciated the clarity of the presentation.

Section 8 Homeownership - Comment made that they would like to see a concerted effort towards making Section 8 available for purchase of home.

Powerpoint Presentation on HAYC – Who We Are (Agency Overview) – Comment made that it was an impressive presentation – clear and thorough and far easier to remember the information presented as compared to the usual discussion method. Presented many points regarding assistance which they were unaware of, thank you for this improvement in clarifying information.

Other comments:

- Comment made that HAYC should encourage landlords to allow pets as pets are often recommended/prescribed by MD's and counselors. Also that prospective pet owners should attend a Humane Society sponsored pet care and responsibility class.

3. In what manner did the PHA address those comments? (select all that apply)

Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments

List changes below:

Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. Yes No: Does the PHA meet the exemption criteria provided in section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub -component C.)

2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub -component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant -based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

C. 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: ***State of Oregon***

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 the initiatives contained in the Consolidated Plan. (list below)

Strategy One: Provide an adequate supply of quality, affordable, appropriate rental housing for very low -, low- and moderate -income individuals and families, including person with special housing needs.

Strategy Two: Maintain and preserve in good condition the supply of affordable homeowner units.

Strategy Three: Promote independent housing options for Oregon's special needs populations.

Strategy Five: Identify and address the barriers to affordable rental housing, support services, and shelters.

Strategy Seven: Identify and address a coordinated strategy of housing and non-housing community development programs targeted to combat the effects of poverty on vulnerable Oregon households.

Other: (list below)

2. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

Please see above, strategies #one, two, three, five and seven are consistent with HAYC's agency plan.

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

1. APHA must identify the basic criteria the PHA will use for determining 903.7(r)(2):
 - (i) A substantial deviation from its 5-Year Plan; and
 - (ii) A significant amendment or modification to its 5-Year Plan and Annual Plan.

The Housing Authority of Yamhill County defines "Substantial Deviation, Significant Amendments or Modifications" as follows:

5-Year Plan – the Housing Authority believes that significant amendments or modifications are those that make a change in the Housing Authority's mission, or the goals and objectives to enable the Housing Authority to meet the needs of the families that it serves, or both.

Annual Plan – the Housing Authority considers that significant amendments or modifications are those that make significant changes to information provided by the Housing Authority in its Annual Plan.

The Housing Authority of Yamhill County will consider the following criteria to determine whether or not a proposed change to the annual plan will be considered to be a "substantial deviation" or "significant amendment" or "modification" to the annual plan which will require the Housing Authority to submit the proposed revision(s) to the Annual Plan to the full public review process requirements.

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

The Board of Commissioners will determine if changes to the 5 Year Plan or Annual Plan constitute a "Substantial Deviation, Significant Amendment or Modification."

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

(i) **Attachments**

Use this section to provide any additional attachments referenced in the Plans.

Required Attachments

Attachment No. 1

Admissions Policy for Deconcentration

CHAPTER 5. ESTABLISHING PREFERENCES AND MAINTAINING THE WAITING LIST

To be eligible for admission, an applicant must meet the following requirements:

Introduction: It is the HA's objective to ensure that families are placed in the proper order on the waitlist and selected from the waitlist for admissions in accordance with the policies in the Admissions and Continued Occupancy Policy (ACOP). By maintaining an accurate waitlist, the HA will be able to perform the activities which ensure that an adequate pool of qualified applicants will be available so that program funds are used in an efficient manner.

B. Income Targeting

In accordance with the Quality Housing and Work Responsibility Act of 1998, each fiscal year the HA will reserve a minimum of 40% of its Public Housing new admissions for families whose income does not exceed 30% of the area median income. HUD refers to these families as "extremely low -income families."

The HA's income targeting requirements do not apply to low income families continuously assisted as provided for under the 1937 Housing Act.

Skipping of a family on the waiting lists specifically to reach another family with a lower or higher income will be uniformly applied to accomplish deconcentration and income -mixing.

C. Deconcentration of Poverty

In accordance with the Quality Housing and Work Responsibility Act of 1998, annually the HA will assess the concentration of poverty within its jurisdiction.

The HA will attempt to house higher income families in low -income areas and low -income families in high-income areas.

Skipping of a family on the waiting lists specifically to reach another family with a lower or higher income will be uniformly applied to accomplish deconcentration and income -mixing.

See Attachment 016c03

See Attachment 016c03

Community Service (PH)

The Housing Authority of Yamhill County (HAYC) implemented their Community Service policy on July 1, 2001. HAYC will be monitoring the Community Service requirements in-house. The current process occurs at the time of annual recertification. The process is explained to each tenant family and the appropriate forms are given to the tenant family to claim an exemption if needed. After a verification process, the determination will be made as to whether each adult household member qualifies for an exemption or will be required to complete the community service.

HAYC will exempt an adult from the community service requirement if they are:

- 1) 62 years of age or older;
- 2) Blind or disabled individual as defined under 216(i)(1) or 1614 of the Social Security Act [42 U.S.C. 416(i)(1); 1382c], and who certifies that because of this disability she or he is unable to comply with the service provisions of the lease, or is a primary caretaker of such an individual;
- 3) Engages in work activities;
- 4) Meets the requirements for being exempted from having to engage in work activity under the State program funded under part A of Title IV of the Social Security Act (42-U.S.C. 601 *et seq.*) or under any other welfare program of Oregon including a State administered welfare-to-work program; or
- 5) A member of a family receiving assistance benefits or services under a State program funded under part A of the Title IV of the Social Security Act (42 U.S.C. 602 *et seq.*) or under any other welfare program of Oregon, including a State-administered welfare-to-work program, and has not found by the State or other administering entity to be in noncompliance with such a program.

For those that are not exempted, each adult family member will be required to contribute 8 hours per month of community service within the Housing Authority of Yamhill County's jurisdiction, participate in an economic self-sufficiency program for 8 hours per month, or a combination of both to equal 8 hours per month. The hours are tracked by Housing Authority staff on a monthly basis. If at the time of the next scheduled annual recertification, the family member has not performed all 96 hours for the year of community service, an agreement to make up the hours within the next 12 month period will be required. Failure to comply with the community service requirement may result in eviction of the entire family.

Pet Policy (PH)

The Housing Authority of Yamhill County (HAYC) currently has a pet policy in place for residents of its Public Housing units. The pet policy sets out two categories of pets and limits on the number and type of pets allowed. The second category of pets include cats, dogs or rabbits and the tenant family is only allowed one of this category and must register the pet and sign an amendment to the rental agreement prior to bringing a pet onto the premises. The tenant family also must pay a \$100.00 refundable pet deposit prior to being allowed the pet.

Forms to be completed by the family include a pet addendum to the rental agreement, which specifies the main portions of the pet policy that the tenant family needs to adhere to. There is also a pet registration/authorization form, which is required to be filled out and includes acknowledgement that the \$100.00 pet deposit has been paid. Attachments required to be submitted with the pet registration/authorization form are a pet health report signed by a veterinarian and a responsible party certification which two different people have to fill out and sign stating that if the tenant is unable to care for the pet or if the health or safety of the pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet that they will assume the responsibility to care for the pet.

AttachmentNo.6

Meeting 5 year goals

Since the last agency plan was submitted, the Housing Authority of Yamhill County has been successful in accomplishing or working towards reaching the following goals:

Goal - continue to explore new areas of housing need: Working with Rural Development and the State in 2002, we were able to purchase a 27-unit elderly complex in the West part of the county where we did not have any Housing Authority owned properties yet. We also received notification from the State that we were successful in receiving funding to build a 15-unit complex for the mentally ill. Construction for this project is expected to begin in 2003.

Goal - explore and expand partnership opportunities with other agencies: Worked in conjunction with the Abacus program to submit a successful application to the State for a 15-unit complex for the mentally ill. HAYC became a Community Partner with Rembold Properties in their construction of a low-income development. We can now refer clients to the property for Rembold Properties to work with in obtaining affordable housing. The FSS Coordinators are continuing to build partnerships with other agencies to increase self-sufficiency of program participants. We are currently working with several local banks through the HomeStart Plus Program in which Federal Home Loan Bank provides matching funds to FSS participants upon graduation for down payment assistance. We also have taken the lead role in bringing the ABC's of Homeownership, an accredited homebuyer counseling program, to Yamhill County and have partnered with local banks, mortgage companies, insurance brokers and real estate agents in order to establish classes. We were able to meet our goal of holding four of these classes in 2002.

Goal - expand the supply of assisted housing: Working with Rural Development and the State in 2002, we were able to purchase a 27-unit elderly complex in the West part of the county where we did not have any Housing Authority owned properties yet. We also received notification from the State that we were successful in receiving funding to build a 15-unit complex for the mentally ill. Construction for this project is expected to begin in 2003. We also applied for 56 Fair Share vouchers and 75 Mainstream vouchers through the NOFA process but were unsuccessful receiving funding during this past year.

Goal - improve the quality of assisted housing: continued with HVAC installation on several Public Housing units and began the process of substantially renovating several Public Housing units. HAYC is continuing its efforts to keep PHAS and SEMAP scores high.

Goal - increase assisted housing choices: continue to provide voucher mobility counseling and conduct outreach efforts to potential voucher landlords. Began the process of organizing a Landlord Advisory Board, this effort will continue in 2003.

Goal - provide an improved living environment: continue to work in conjunction with law enforcement to provide safe and secure places for our residents to live.

Goal - promote self-sufficiency and asset development of families and individuals: The FSS Coordinators are continuing to build partnerships with other agencies to increase self-sufficiency of program participants. We hold monthly meetings for individuals who are no income and/or receiving utility reimbursement checks to work with them on job search, budgeting, counseling. We are currently working with several local banks through the HomeStart Plus Program in which Federal Home Loan Bank provides matching funds to FSS participants upon graduation for down payment assistance. We also have taken the lead role in bringing the ABC's of Homeownership, an accredited homebuyer counseling program, to Yamhill County and have partnered with local banks, mortgage companies, insurance brokers and real estate agents in order to establish classes. We were able to meet our goal of holding four of these classes in 2002.

Goal - ensure equal opportunity and affirmatively further fair housing: we provided an in-house training session for all available staff on fair housing law. There is a Reasonable Accommodation policy in place in which one staff person deals with all Reasonable Accommodation requests to ensure equal opportunity and fairness.

AttachmentNo.7

Resident on Board

One of the HAYC Board of Commissioners, Marlon Ayers, is currently a Section 8 Housing Choice Voucher holder. The County Commissioners reappointed Mr. Ayers to the Board in January 2001 and his term will last until January 1, 2006.

AttachmentNo.8

Resident Advisory Board

Members of the Resident Advisory Board are as follows:

1. Nancy Reppert - LRPB
2. Jane Mendenhall - LRPB
3. Arleta Cole - S8/FSS
4. Miriam Hess - S8
5. Laura Brown - S8/FSS
6. Paul Timmer - S8/FSS

AttachmentNo.9

Project-Based Section 8 Program

The Housing Authority of Yamhill County has received Board of Commissioner Approval to implement Project-Based Section 8 using the criteria established below:

1. Limit the number of project-based vouchers to 5% of our existing Section 8 voucher inventory. This would limit the size of the program and allow us to continue to issue at least 95% of our vouchers as tenant-based vouchers with the flexibility of the tenant to live in any qualified unit.
2. Limit the number of project-based voucher to 15 in any one property. This would keep the density of Section 8 at a low level.

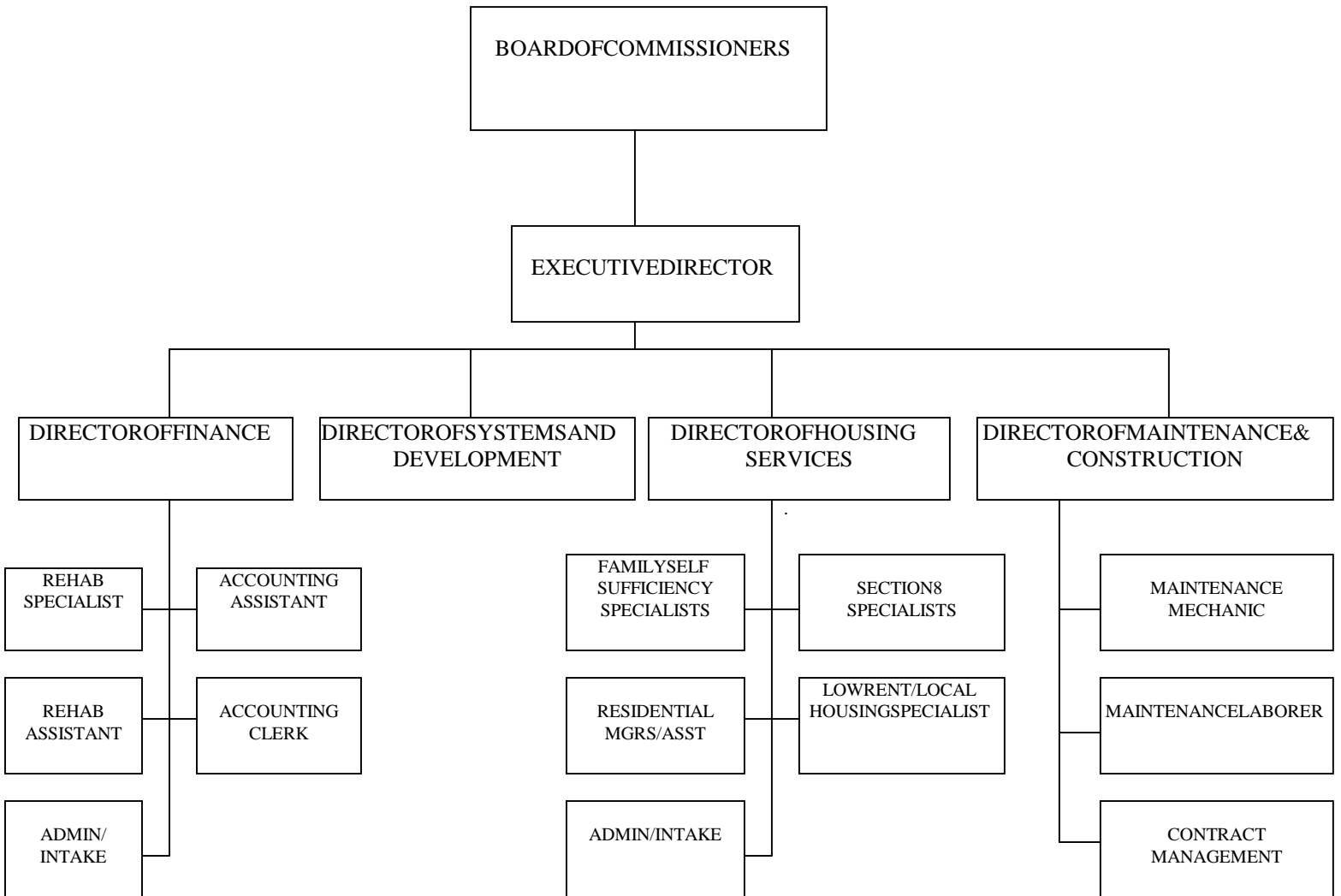
3. Issue project-based vouchers only to elderly or disabled tenants. This population tends to be less mobile and it would be less likely that we would be issuing tenant-based vouchers after 12 months than with other populations.
4. Issue project-based vouchers only to non-profit or government agencies so that we are not contributing to the profit of another organization.
5. The need for the project-based voucher must be verified and documented on a project-by-project basis.

AttachmentNo.10

ForFY2001 -SeeAttachmentor016a03

ForFY2002 -SeeAttachmentor016b03

HOUSING AUTHORITY OF YAMHILL COUNTY ORGANIZATIONAL CHART



Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHAName: HOUSING AUTHORITY OF YAMHILL COUNTY	Grant Type and Number Capital Fund Program Grant No: OR16P01650103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
-------------------------------------------------	---------------------------------------------------------------------------------------------------------------	------------------------------

Original Annual Statement Reserved Disasters/Emergencies Revised Annual Statement (revision no: ___)
 Performance and Evaluation Report for Period Ending: _____ 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	10,739.00	0.00	0.00	0.00
3	1408 Management Improvements	0.00	0.00	0.00	0.00
4	1410 Administration	14,000.00	0.00	0.00	0.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	5,000.00	0.00	0.00	0.00
8	1440 Site Acquisition				
9	1450 Site Improvement	0.00	0.00	0.00	0.00
10	1460 Dwelling Structures	120,000.00	0.00	0.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable	15,000.00	0.00	0.00	0.00
12	1470 Nondwelling Structures	0.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	164,739.00	0.00	0.00	0.00
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance	50,000.00			
	Amount of line XX Related to Security--Soft Costs				
	Amount of Line XX related to Security--Hard Costs				
	Amount of line XX Related to Energy Conservation Measures	10,000.00			
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

(Annual Statement/Performance Evaluation Part II Page 1 of 1)

PHAName: HOUSING AUTHORITY OF YAMHILL COUNTY		Grant Type and Number Capital Fund Program Grant No: OR16P01650103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operating Budget	1406		10,739.00	0.00	0.00	0.00	
HA-Wide	Staff Salaries	1410		13,000.00	0.00	0.00	0.00	
HA-Wide	Sundry Items	1410		1,000.00	0.00	0.00	0.00	
	1410 Subtotal			14,000.00	0.00	0.00	0.00	
HA-Wide	Fees and Costs	1430		5,000.00	0.00	0.00	0.00	
OR16P016002	Interior Improvements ⁽¹⁾	1460	3 Units	90,000.00	0.00	0.00	0.00	
OR16P016002	Exterior Improvements ⁽²⁾	1460	5 units	30,000.00	0.00	0.00	0.00	
	Subtotal			120,000.00	0.00	0.00	0.00	
OR16P016003	New HVAC System	1465	2 Units	15,000.00	0.00	0.00	0.00	
				164,739.00	0.00	0.00	0.00	

(1) Includes cabinets, carpeting, vinyl flooring, paint, doors, modernization of three accessible units, and kitchen enlargement in 3 units.

(2) Includes roofing, windows, and doors.

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule (Annual Statement/Performance Evaluation Part III Page 1 of 1)

PHA Name: HOUSING AUTHORITY OF YAM HILL COUNTY		Federal FY of Grant: 2003
----------------------------------------------------------	--	------------------------------

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-WIDE	Dec-04			Dec-05			
OR16P016002	Dec-04			Dec-05			
OR16P016003	Dec-04			Dec-05			

Capital Fund Program Five-Year Action Plan

Part I: Summary

(FYAPP Part I Page 1 of 1)

PHAName HOUSING AUTHORITY OF YAMHILL COUNTY		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2004 PHAFY:	Work Statement for Year 3 FFY Grant: 2005 PHAFY:	Work Statement for Year 4 FFY Grant: 2006 PHAFY:	Work Statement for Year 5 FFY Grant: 2007 PHAFY:
	Annual Statement				
Operations		\$20,739.00	\$43,739.00	\$32,739.00	\$12,739.00
Administration		\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00
Fees and Costs		\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
HA-Wide		\$0.00	\$0.00	\$0.00	\$0.00
OR16P016002		\$125,000.00	\$102,000.00	\$93,500.00	\$113,500.00
OR16P016003		\$0.00	\$0.00	\$6,500.00	\$13,000.00
OR16P016004		\$0.00	\$0.00	\$13,000.00	\$6,500.00
Total CFP Funds (Est.)		\$164,739.00	\$164,739.00	\$164,739.00	\$164,739.00
Total Replacement Housing Factor Funds		\$0.00	\$0.00	\$0.00	\$0.00

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities (FYAP Part II Page 2 of 2)

Activities for Year 1	Activities for Year: <u>4</u> FFY Grant: 2006 PHAFY: 2007			Activities for Year: <u>5</u> FFY Grant: 2007 PHAFY: 2008		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See						
Annual Statement	HA-Wide	Operations	\$32,739.00	HA-Wide	Operations	\$12,739.00
	HA-Wide	Administration	\$14,000.00	HA-Wide	Administration	\$14,000.00
	HA-Wide	Fees and Costs	\$5,000.00	HA-Wide	Fees and Costs	\$5,000.00
	HA-Wide	Replacement Reserve	\$0.00	HA-Wide	Replacement Reserve	\$0.00
	HA-Wide	Relocation Costs	\$0.00	HA-Wide	Relocation Costs	\$0.00
			\$51,739.00			\$31,739.00
	OR16P016002	Interior Modernization	\$50,000.00	OR16P016002	Interior Modernization	\$90,000.00
	OR16P016002	Roofs/Windows/Doors	\$37,000.00	OR16P016002	Roofs/Windows/Doors	\$17,000.00
	OR16P016002	New HVAC	\$6,500.00	OR16P016002	New HVAC	\$6,500.00
			\$93,500.00			\$113,500.00
	OR16P016003	New HVAC	\$6,500.00	OR16P016003	Roofs/Siding/Windows	\$13,000.00
	OR16P016004	Roofs/Siding/Windows	\$13,000.00	OR16P016004	New HVAC	\$6,500.00
		Total CFPEstimated Cost	\$164,739.00			\$164,739.00

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHAName: HOUSING AUTHORITY OF YAM HILL COUNTY	Grant Type and Number Capital Fund Program Grant No: OR16P01650101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
--------------------------------------------------	---------------------------------------------------------------------------------------------------------------	------------------------------

Original Annual Statement Reserve Disasters/Emergencies Revised Annual Statement (revision no: _____)
 Performance and Evaluation Report for Period Ending: 12/31/2002 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	41,428.00	0.00	41,428.00	41,428.00
3	1408 Management Improvements	9,000.00	0.00	9,000.00	0.00
4	1410 Administration	7,300.00	0.00	7,300.00	0.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	394.44	0.00	394.44	394.44
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	0.00	0.00	0.00	0.00
10	1460 Dwelling Structures	0.00	0.00	0.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable	79,949.56	0.00	79,949.56	78,872.90
12	1470 Non Dwelling Structures	0.00	0.00	0.00	0.00
13	1475 Non Dwelling Equipment	3,100.00	0.00	3,100.00	0.00
14	1485 Demolition				
15	1490 Replacement Reserve	33,000.00	0.00	33,000.00	33,000.00
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	174,172.00	0.00	174,172.00	153,695.34
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security—Soft Costs				
	Amount of Line XX related to Security--Hard Costs				
	Amount of line XX Related to Energy Conservation Measures		79,949.56		
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHAName: HOUSING AUTHORITY OF YAMHILL COUNTY		Grant Type and Number Capital Fund Program Grant No: OR16P01650101 Replacement Housing Factor Grant No:			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 Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operating Budget	1406		41,428.00	0.00	41,428.00	41,428.00	Complete
HA-Wide	Upgrade Housing Software	1408		9,000.00	0.00	9,000.00	0.00	Pending
HA-Wide	Staff Salaries	1410		7,000.00	0.00	7,000.00	0.00	Pending
HA-Wide	Sundry Items	1410		300.00	0.00	300.00	0.00	Pending
	Subtotal 1410			7,300.00	0.00	7,300.00	0.00	
OR16P016002	Fees and Costs	1430		394.44	0.00	394.44	394.44	
OR16P016002	Heat Pumps	1465	19 units	79,949.56		79,949.56	78,872.90	Awaiting final tests
	Computer Upgrades	1475	N/A	3,100.00	0.00	3,100.00	0.00	Pending
HA-Wide	New Maintenance Shop Set-A-Side	1490	N/A	33,000.00	0.00	33,000.00	33,000.00	Complete
			Totals	174,172.00	0.00	174,172.00	153,695.34	

100.00% 88.24%

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHAName: HOUSINGAUTHORITYOFYAMHILL		GrantTypeandNumber CapitalFundProgramGrantNo:OR16P01650101 ReplacementHousingFactorNo:				FederalFYofGrant: 2001	
DevelopmentNumber Name/HA-Wide Activities	AllFundObligated (QuarterEndingDate)			AllFundsExpended (QuarterEndingDate)			ReasonsforRevisedTargetDates
	Original	Revised	Actual	Original	Revised	Actual	
HA-WIDE	Mar-03			Mar-04			
OR16P016002	Mar-03			Mar-04			

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHAName: HOUSING AUTHORITY OF YAMHILL COUNTY	Grant Type and Number Capital Fund Program Grant No: OR16P01650102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
-------------------------------------------------	---------------------------------------------------------------------------------------------------------------	------------------------------

Original Annual Statement Reserved Disasters/Emergencies Revised Annual Statement (revision no: ___)
 Performance and Evaluation Report for Period Ending: December 31, 2002 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	29,504.00	0.00	29,504.00	29,504.00
3	1408 Management Improvements	0.00	0.00	0.00	0.00
4	1410 Administration	14,000.00	0.00	0.00	0.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	2,000.00	0.00	0.00	0.00
8	1440 Site Acquisition				
9	1450 Site Improvement	0.00	0.00	0.00	0.00
10	1460 Dwelling Structures	86,235.00	0.00	0.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Nondwelling Structures	0.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition				
15	1490 Replacement Reserve	33,000.00	0.00	33,000.00	33,000.00
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	164,739.00	0.00	62,504.00	62,504.00
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security--Soft Costs				
	Amount of Line XX related to Security--Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

(Annual Statement/Performance Evaluation Part II Page 1 of 1)

PHAName: HOUSING AUTHORITY OF YAMHILL COUNTY		Grant Type and Number Capital Fund Program Grant No: OR16P01650102 Replacement Housing Factor Grant No:				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 Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operating Budget	1406		29,504.00	0.00	29,504.00	29,504.00	Complete
HA-Wide	Staff Salaries	1410		13,000.00	0.00	0.00	0.00	
HA-Wide	Sundry Items	1410		1,000.00	0.00	0.00	0.00	
	Subtotal 1410			14,000.00	0.00	0.00	0.00	
HA-Wide	Fees and Costs	1430		2,000.00	0.00	0.00	0.00	
HA-Wide	New Maintenance Shop Set-A-Side	1490		33,000.00	0.00	33,000.00	33,000.00	Complete
	HA-Wide Subtotal			78,504.00	0.00	62,504.00	62,504.00	
OR16P016002	Interior Improvements: Flooring	1460	15 units	36,235.00	0.00	0.00	0.00	
OR16P016002	Exterior Improvements: Roofing	1460	10 units	50,000.00	0.00	0.00	0.00	
	Subtotal			86,235.00	0.00	0.00	0.00	

				164,739.00	0.00	62,504.00	62,504.00	
--	--	--	--	------------	------	-----------	-----------	--

37.94% 37.94%

**Annual Statement/Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

Part III: Implementation Schedule (Annual Statement/Performance Evaluation Part III Page 1 of 1)

PHAName: HOUSING AUTHORITY OF YAMHILL COUNTY		Federal FY of Grant: 2002
-------------------------------------------------	--	------------------------------

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-WIDE	Dec-03			Dec-04			
OR16P016002	Dec-03			Dec-04			

Capital Fund Program Five-Year Action Plan

Part I: Summary

(FYAPP Part I Page 1 of 1)

PHAName HOUSING AUTHORITY OF YAMHILL COUNTY		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2003 PHAFY:	Work Statement for Year 3 FFY Grant: 2004 PHAFY:	Work Statement for Year 4 FFY Grant: 2005 PHAFY:	Work Statement for Year 5 FFY Grant: 2006 PHAFY:
	Annual Statement				
Operations		\$9,000.00	\$9,000.00	\$7,000.00	\$7,000.00
Administration		\$5,250.00	\$6,250.00	\$5,250.00	\$6,250.00
Fees and Costs		\$10,000.00	\$5,000.00	\$10,000.00	\$5,000.00
HA-Wide		\$33,000.00	\$33,000.00	\$11,000.00	\$27,000.00
OR16P016002		\$107,489.00	\$99,489.00	\$107,489.00	\$111,489.00
OR16P016003		\$0.00	\$0.00	\$12,000.00	\$4,000.00
OR16P016004		\$0.00	\$12,000.00	\$12,000.00	\$4,000.00
Total CFP Funds (Est.)		\$164,739.00	\$164,739.00	\$164,739.00	\$164,739.00
Total Replacement Housing Factor Funds		\$33,000.00	\$33,000.00	\$0.00	\$0.00

Capital Fund Program Five-Year Action Plan**Part II: Supporting Pages—Work Activities**

(FY A Part II Page 1 of 2)

Activities for Year 1	Activities for Year: <u> 2 </u> FFY Grant: 2003 PHAFY: 2004			Activities for Year: <u> 3 </u> FFY Grant: 2004 PHAFY: 2005		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See						
Annual	HA-Wide	Operations	\$9,000.00	HA-Wide	Operations	\$9,000.00
Statement	HA-Wide	Administration	\$5,250.00	HA-Wide	Administration	\$6,250.00
	HA-Wide	Fees and Costs	\$10,000.00	HA-Wide	Fees and Costs	\$5,000.00
	HA-Wide	Non-Dwelling Equipment	\$0.00	HA-Wide	Non-Dwelling Equipment	\$0.00
	HA-Wide	Replacement Reserve	\$33,000.00	HA-Wide	Replacement Reserve	\$33,000.00
	HA-Wide	Relocation Costs	\$0.00	HA-Wide	Relocation Costs	\$0.00
			\$57,250.00			\$53,250.00
	OR16P016002	Fencing	\$5,000.00	OR16P016002	Fencing	\$5,000.00
	OR16P016002	Kitchens/Flooring	\$51,000.00	OR16P016002	Kitchens/Flooring	\$45,000.00
	OR16P016002	Roofs/Windows/Garage Doors	\$51,489.00	OR16P016002	Roofs/Windows/Garage Doors	\$49,489.00
			\$107,489.00			\$99,489.00
				OR16P016004	Roofs and Siding	\$12,000.00
		Total CFPEstimated Cost	\$164,739.00			\$164,739.00

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities (FY A P Part II Page 2 of 2)

Activities for Year 1	Activities for Year: <u>4</u> FFY Grant: 2005 PHAFY: 2006			Activities for Year: <u>5</u> FFY Grant: 2006 PHAFY: 2007		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See						
Annual Statement	HA-Wide	Operations	\$7,000.00	HA-Wide	Operations	\$7,000.00
	HA-Wide	Administration	\$5,250.00	HA-Wide	Administration	\$6,250.00
	HA-Wide	Fees and Costs	\$10,000.00	HA-Wide	Fees and Costs	\$5,000.00
	HA-Wide	Riding Mower and Maint. Equip.	\$11,000.00	HA-Wide	Maint. Vehicle and Equipment	\$27,000.00
	HA-Wide	Replacement Reserve	\$0.00	HA-Wide	Replacement Reserve	\$0.00
	HA-Wide	Relocation Costs	\$0.00	HA-Wide	Relocation Costs	\$0.00
			\$33,250.00			\$45,250.00
	OR16P016002	Kitchens/Flooring	\$51,000.00	OR16P016002	Kitchens/Flooring	\$51,000.00
	OR16P016002	Roofs/Windows/Garage Doors	\$51,489.00	OR16P016002	Roofs/Windows/Garage Doors	\$55,489.00
	OR16P016002	New HVAC	\$5,000.00	OR16P016002	New HVAC	\$5,000.00
			\$107,489.00			\$111,489.00
	OR16P016003	Roofs/Siding/Windows	\$12,000.00	OR16P016003	New HVAC	\$4,000.00
	OR16P016004	Roofs/Siding/Windows	\$12,000.00	OR16P016004	New HVAC	\$4,000.00
		Total CFPEstimated Cost	\$164,739.00			\$164,739.00