

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

Final Board Approved January 8, 2004

PHA Plans

5 Year Plan for Federal Fiscal Years 2001 - 2005

Annual Plan for Federal Fiscal Year 2004

Annual Plan for Authority Fiscal Year 2005

SCHUYLKILL COUNTY HOUSING AUTHORITY

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

**PHA Plan
Agency Identification**

PHA Name: Schuylkill County Housing Authority

PHA Number: PA016

PHA Fiscal Year Beginning: (4/2004)

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 AGENCY PLAN
FEDERAL FISCAL YEARS 2001 - 2005**

[24 CFR Part 903.5]

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: (state mission here)

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 ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces 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)

Year Three Accomplishments – Applied for and received an allocation for 126 new Housing Choice Vouchers.

Year Four Accomplishments – New Section 8 allocation fully leased.

- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score)

- Improve voucher management: (SEMAP score)
- Increase customer satisfaction:
- Concentrate on efforts 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)

Year One accomplishments – Design work is moving on schedule.

Year Two accomplishments – Design and contracting work is on schedule.

Year Three accomplishments – Design and contracting work remains on schedule.

Year Four accomplishments – Design and contracting work remains on schedule

- PHA Goal: Increase assisted housing choices
Objectives:
 - Provide voucher mobility counseling:
 - Conduct outreach efforts 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:
 - 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 supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below) Promote self-sufficiency and assist families to obtain supportive services through the various service agencies with which the Housing Authority has inter-agency agreements.

Fourth year accomplishment: Established program for Section 8 Voucher participants; outreach was provided to Voucher holders to urge their participation; and families have been enrolled. During the coming year, the Authority intends to expand the program to public housing residents. Also, during the coming year, the Authority will apply for funding to obtain a Senior Services Coordinator.

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) Continue to provide suitable living environments regardless of race, color, religion, national origin, sex, familial status, or disability. Continue to make special outreach efforts to house disabled persons in handicapped housing through the Anthracite Center for Independent Living. Continue to work closely with Career Link, Schuylkill Community Action, the RedCo Group, Senior Services, and the Department of Public Welfare.

Other PHA Goals and Objectives: (list below)

**Annual PHA Plan
Federal Fiscal Year 2003**

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

- High Performing PHA**
 Small Agency (<250 Public Housing Units)
 Administering Section 8 Only

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

[Eliminated per HUD Notice PIH 99-51]

Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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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 file name in parentheses in the space to the right of the title.

Required Attachments:

- Admissions Policy for Deconcentration (*Available for review but not attached per instructions in Notice PIH 99-51, issued December 14, 1999*)
- FY 2004 Capital Fund Program Annual Statement (*See attachment 7, pa016a01*)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2003 Capital Fund Program 5 Year Action Plan (*Attachment 8, pa016b01*)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (*Included in Section 18*)

AGENCY PLAN -- SCHUYLKILL COUNTY HOUSING AUTHORITY – January 8, 2004

Other (List below, providing each attachment name) *(Included in Section 18, D, at close of this document)*

1. Deconcentration
2. Voluntary Conversion
3. Resident Advisory Board Members
4. Statement on Resident Board Member
5. Substantial Deviation Definition
6. Family Self-Sufficiency and Senior Services
7. Annual Budget for Capital Fund – 2004 (pa016a01)
8. Five-Year Capital Fund – 2005-2008 (pa016b01)
9. Performance and Evaluation Reports for Capital Fund - 2000 (pa016c01)
10. Performance and Evaluation Reports for Capital Fund - 2001 (pa016d01)
11. Performance and Evaluation Reports for Capital Fund - 2002 (pa016e01)
12. Performance and Evaluation Reports for Capital Fund – 2003 (pa016f01)

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 Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	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 jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes 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 Deconcentration 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
	Schedule of flat rents offered at each public housing	Annual Plan: Rent

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List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	development <input type="checkbox"/> check here if included in the public housing A & O Policy	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 Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input 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
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	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
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	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
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	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
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open	Annual Plan: Safety and Crime Prevention

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List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	grant and most recently submitted PHDEP application (PHDEP Plan)	
N/A	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
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
x	Pet Policy	Policy beginning 4/1/01
x	Deconcentration	Statement 11/02
x	Voluntary Conversion	Statement

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	60%	5	2	2	2	4	2
Income >30% but <=50% of AMI	28%	5	2	2	2	4	2
Income >50% but <80% of AMI	12%						
Elderly	36%	3	1	1	3	1	1
Families with Disabilities	34%	4	4	4	4	3	3
White-Non-Hispanic	89%						
White-Hispanic	4%						
Black-Non-Hispanic	6%						
Asian/Pacific Islander	1%						

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 – Northeast Region of State Plan
Indicate year: 2001
- 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) – Section 8 and public housing waiting lists.

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

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	206		250
Extremely low income <=30% AMI	154	75%	
Very low income (>30% but <=50% AMI)	39	19%	
Low income (>50% but <80% AMI)	13	6%	
Families with children	80	39%	
Elderly families	26	13%	
Families with Disabilities	36	17%	
White- Non -Hispanic	180	87%	
White - Hispanic	11	5%	
Black - Non-Hispanic	13	6%	
Asian/Pacific Islander	2	1%	
Characteristics by Bedroom Size (Public Housing Only)			
0 BR	15	7%	44
1BR	81	39%	55
2 BR	63	31%	40
3 BR	40	19%	47
4 BR	4	2%	5
5 BR	3	1%	2

Housing Needs of Families on the Waiting List
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

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	358		320
Extremely low income <=30% AMI	241	67%	
Very low income (>30% but <=50% AMI)	118	33%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	229	64%	
Elderly families	14	4%	
Families with Disabilities	54	15%	
White – Non-Hispanic	333	93%	
White - Hispanic	7	2%	
Black – Non-Hispanic	17	5%	
Asian/Pacific Islander	1	0%	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input 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.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

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-up rates 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-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates 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
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities -- PHFA through Internet and Anthracite Center for Independent Living and Regional Development Corporation (REDCO) and Senior Services.
- Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- Affirmatively market to races/ethnicities shown 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)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (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 2003 grants)		
a) Public Housing Operating Fund	\$1,193,782	
b) Public Housing Capital Fund	\$783,775	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$2,519,497	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	\$1,386,840	
4. Other income (list below)		
4. Non-federal sources (list below)		
Total resources	\$5,883,894	
<i>2003 figures as 2004 figures not yet provided by HUD.</i>		

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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: (describe) – Within 45 days of application.

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 – information requested from landlord.
- 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)Waiting List Organization

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) – home visit if applicant is unable to come to the office.

c. If the PHA plans 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? 9

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 list simultaneously?
If yes, how many lists? 9

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 transfers take precedence over new admissions? (list below)

- Emergencies
- Overhoused – to meet waiting list demand
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)
Non-handicapped household occupying a handicapped unit.

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)
- 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)

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 point 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 – within categories

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action)
- 1 Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers – if needed to meet statutory requirement that 40% be Extremely Low Income.
- Not applicable: the pool of applicant families ensures 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
- Any time family composition changes
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing – *Notice PIH 99-51, issued December 14, 1999 instructs Authorities to not respond to this section.*

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 developments 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 incentives 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) -- *Information in its possession concerning the tenancy history of family members including the last two places of residence, and any previous violations of program requirements.*

(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) If an applicant has trouble coming the office as the result of a disability, the application will be taken at the applicants home.

(3) Search Time

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

If yes, state circumstances below:
As provided for in the Administrative Plan.

(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)

AGENCY PLAN -- SCHUYLKILL COUNTY HOUSING AUTHORITY -- January 8, 2004

The Housing Authority will first consider applicants that contribute to meeting the statutory requirement that 75 percent of new participants are extremely low income families that are at or below 30 percent of the median family income. The following preferences will then be utilized to prioritize within these two major categories.

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action)
- 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
- 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)

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 point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Within categories Date and Time

Former Federal preferences

- 1 Involuntary Displacement (Disaster, Government Action)
- 1 Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- 1 Working families and those unable to work because of age or disability
- 1 Veterans and veterans' families
- 1 Residents who live and/or work in your jurisdiction

- 1 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) [This preference takes priority over the others when necessary to assure that the statutory mandate of 75 percent of new admissions being Extremely Low Income is met. The above noted preferences will be used to rank within the two groupings (i.e., those above and those below 30 percent of the median family income.)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

- Date and time of application
- Drawing (lottery) or other random choice technique

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 N/A

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions 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)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs 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:

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:

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 kinds 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 reexaminations, 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
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) *Interim Increases in rent due to a change in income shall only be implemented when total annual gross income increases Three Thousand Five Hundred Dollars (\$3,500) or more, except:*
 - (1) *if a new member is added to the lease, an adjustment will be made regardless of the amount of income:*
 - (2) *if a tenant paying a minimum rent (\$0) obtains income from any source, an adjustment will be made regardless of the amount of income.*
- Other (list below)
When there is a change in family composition.

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.)

- The 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)
Based on the Fair Market Rents.

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs 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 (list below)

(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)

5. Operations and Management -- Section Not Applicable to High Performers

[24 CFR Part 903.7 9 (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.
- 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		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		

Other Federal Programs(list individually)		
---	--	--

C. 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)
- (2) Section 8 Management: (list below)

6. PHA Grievance Procedures -- Not applicable for High Performers -- copies of procedures are attached.

[24 CFR Part 903.7 9 (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 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office 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 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office 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

[24 CFR Part 903.7 9 (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 (state name) Attachment 7 (pa16a01)

-or-

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

(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 (state name) Attachment 6 (pa16a01)

-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 here)

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

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI 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 HOPE VI 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 HOPE VI 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 Plan 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 HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

- Yes No: d) Will the PHA be engaging in any mixed-finance 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

[24 CFR Part 903.7 9 (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

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

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: (DD/MM/YY)	
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

[24 CFR Part 903.7 9 (j)]

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

A. Assessments 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: 1b. Development (project) number:
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 HOPE VI demolition application (date submitted or approved: _____)
<input type="checkbox"/> Units addressed in a pending or approved HOPE VI 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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (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"/> HOPE I <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.)

No plan currently exists. The Housing Authority will review its options during the coming year in order to determine whether a feasible program can be developed. It will then amend its Section 8 Administrative Plan to include homeownership as an eligible usage of the funds.

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:

12. PHA Community Service and Self-sufficiency Programs – Not Required for High Performers – however, see Attachment 6

[24 CFR Part 903.7 9 (1)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 12/14/2000

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)

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

- 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 plans 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 train 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)

<p>D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937</p>

13. PHA Safety and Crime Prevention Measures – Not Applicable for High Performing Authorities. Also, the PHDEP program referred to below has been terminated by Congress.

The Housing Authority does not have a high incidence of violent or drug related crime.

In order to continue to eliminate and remove violent and/or drug related crime, the Housing Authority will work closely with local police departments. The Housing Authority will share and obtain information from local police departments, including information regarding incident reports and criminal activity.

A strong anti-drug relationship has been established between the Housing Authority, the Schuylkill County District Attorney’s Drug Task Force, and the Commonwealth of Pennsylvania Office of Attorney General, Bureau of Narcotics Investigation and Drug Control. This relationship is designed specifically for anti-drug activities.

[24 CFR Part 903.7 9 (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 areas 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 levels of violent and/or drug-related crime
- Other (describe below)

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

- Safety and security survey of residents

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- 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/anti drug programs
- Other (describe below)

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

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

1. List the crime prevention activities the PHA has undertaken or plans 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-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

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

PHAs eligible for FY 2000 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 FY 2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (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 findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management – Not applicable for High Performing Authorities.

[24 CFR Part 903.7 9 (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

[24 CFR Part 903.7 9 (r)]

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 at Attachment (File name)

Provided below:

Resident Advisory Board Comments:

All members agreed that the addition of domestic violence as a preference was a positive move by the Housing Authority. It enables victims of physical or domestic violence to obtain housing quicker because of the preference.

All members agreed that minimum rent should remain at \$0.

Comments were made about the high quality of the maintenance work that was being done in all projects.

A community room was requested at the Cass-Minersville Family Development.

The tenants recognized greater efforts by the Housing Authority and police to rid the development of drug activities.

Tenant Meeting Comments:

PA 16-2 – Coaldale Housing Development – Fourteen tenants attended – A tenant requested something be done regarding nail pops in her apartment. A work order was written for the maintenance man.

PA 16-3 – Minersville High Rise – Thirty-two tenants attended – A tenant thought that we should raise our minimum rent to \$50.00. A tenant asked why her Flat Rent increases. A tenant asked if the self-sufficiency program was going to be voluntary. Two tenants reported that they have difficulty operating the new windows. A tenant stated that the Housing Authority should replace the washers. Many tenants expressed a need for carpeting instead of tile in their units. A tenant asked if she is in an efficiency and her apartment was made into a 1 bedroom, would her rent increase. A tenant asked when the renovations in the high rise will begin. A tenant commented that our Christmas decorations are very nice. It was reported that the Minersville High Rise Christmas Party will be on December 17, 2003 at 5:00 p.m.

PA 16-5 – Schuylkill Haven high Rise – Twenty-three tenants attended – A tenant stated that the adding of victims of abuse was a good change. Tenants agreed on keeping minimum rent at \$0. A tenant asked if there is anyway at night that the Housing Authority can stop people from knocking on his door – they knock and run – 3 or 4 in the morning – Send letter. A tenant asked if they are getting new windows – yes, this year – windows now are terrible design. A tenant asked if the windows will be designed for air conditioners – will they be up and down windows – in design phase – going out for bids – should start early spring. A tenant stated that the water temperature in the shower goes from very hot to very cold quickly – Maintenance Foreman will investigate. A tenant

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asked if they have a pet and have to be out of their unit while new windows are being installed, can they take their pet with them to another tenant's unit – Yes, we will probably make exceptions. Tenants agreed that the new awning out front should not be canvas or cloth – One that is silent as with air conditioner water dripping on it.

PA 16-7 – Shenandoah High Rise – Twenty-seven tenants attended – A tenant asked how the heat was regulated – She stated that some rooms are hotter than others – Maintenance man explained that there are 4 units that have thermostats in them – The 4 control the four corners of the building but cannot be put up or down by the tenants – He stated that each was set at 72 degrees. The tenants were pleased that the police have been coming in and out of the building and walking the halls and knocking on doors for a security check – They stated they never had this before and feel much safer. A tenant thanked housing for installing the pole and leaving a walkway for the tenants to get through at the entrance of the parking lot. Many tenants stated they were pleased to see the changes that have been made and thanked Tim and Kathie – They stated “we make a good team”. A tenant stated to “keep up the good work” – She said she just moved in 2 months ago and is very happy. Tenants commented on the Christmas decorations – Some said they were there for 20-23 years and it never looked so nice.

PA 16-8 – Shenandoah Family Development – Two tenants attended – Both tenants thanked housing for the new kitchens and bathrooms. They also stated they noticed the police driving through more frequently and are glad for it.

PA 16-10 – Cass-Minersville Family Development – Four tenants attended – No comments were made.

PA 16-12 – St. Clair Family Development – Two tenants attended – Both tenants stated they were pleased and felt safer knowing the police were driving through the development – Both witnessed the police driving through at different days and times.

PA 16-13 – Schuylkill Haven Family Development – Zero tenants attended.

PA 16-14 – Ashland High Rise – Eleven tenants attended – A tenant stated that the intercom should be one that does not need a phone for usage – Some tenants do not have a phone. Many tenants are pleased that new windows are going to be installed.

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 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.)

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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: (provide name here) – State of Pennsylvania, Northeast Region.

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 partially 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)

 - Other: (list below)

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

D. Other Information Required by HUD

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

Attachment 1 – Deconcentration

- Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? Yes

- Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? Yes

- If yes, the PHA completes the table shown below.

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Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [See step 4 at 24 CFR 903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at 24CFR 903.2(c)(1)(v)]
Schuylkill Haven - Family	40	Is below 30% of County Median Income.	

Attachment 2 – Voluntary Conversion

- a. How many of the PHA’s developments are subject to the Required Initial Assessment? 5
- b. How many of the PHA’s developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? 4
- c. How many assessments were conducted for the PHA’s covered developments? 5
- d. Identify developments that may be appropriated for conversion based on the Required Initial Assessment:

Development Name	Number of Units
<i>None</i>	

- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments. *Not applicable*

Attachment 3 – Resident Advisory Board membership.

Mr. Ernest Bowman, Shenandoah
 Ms. Jacqueline Brown, Minersville
 Ms. Kathy Brown, Schuylkill Haven

Mr. Nicholas Daglis, Schuylkill Haven
Ms. Cheryl Dervinis, St. Clair
Mr. Nicholas Kazemka, Section 8
Ms. Rose Marteslo, Minersville
Ms. Gena Maurer, Ashland
Ms. Dorothy Montgomery, Schuylkill Haven
Ms. Linda Newton, Section 8
Mr. Jimmy Reber, Schuylkill Haven
Ms. Bridgette Scott, St. Clair
Ms. Doris Shirey, Schuylkill Haven
Ms. Barbara Walker, Schuylkill Haven

Attachment 4 – Resident as Commissioner.

Raymond W. Putt, a resident of public housing in Schuylkill Haven, was appointed to the Authority Board by the Schuylkill County Commissioners effective December 20, 2000. Mr. Putt's term expired on December 15, 2002 and he was re-appointed for a full five-year term expiring on December 15, 2007.

Attachment 5 – Definition of Substantial Deviation and Significant Amendment or Modification.

A significant change is defined as:

- (1) Changes to rent or admissions policies or organization of the waiting list except where the changes are to bring them into compliance with HUD requirements or expands options for residents.
- (2) Addition of non-emergency work items (items not included in the current Annual Statement or Five-Year Plan).
- (3) Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

Attachment 6 – Family Self-Sufficiency and Senior Services.

During 2003 the Authority established a program for Section 8 Voucher participants. Outreach was provided to Voucher holders to urge their participation and families have been enrolled. During the coming year, the Authority intends expand its Section 8 program and to expand the program to public housing residents.

Also, during the coming year, the Authority will apply for funding to obtain a Senior Services Coordinator in order to expand the availability of services for senior and disabled public housing residents.

Attachment 7 - Annual Statement Capital Fund – 2004 (pa016a01)

Attachment 8 – Five-year Plan – 2005-2008 (pa016b01)

Attachment 9 – Performance and Evaluation Report for Capital Fund - 2000 (pa016c01)

Attachment 10 – Performance and Evaluation Report for Capital Fund - 2001 (pa016d01)

Attachment 11 – Performance and Evaluation Report for Capital Fund – 2002 (pa016e01)

Attachment 12 – performance and Evaluation Report for Capital Fund – 2003 (pa016f01)

Annual Statement/Performance and Evaluation Report					
Comprehensive Grant Program (CGP) Part 1: Summary					
PHA Name: Schuylkill County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA26P01670804 Replacement Housing Factor Grant No:			Federal FY of Grant: FFY 2004
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CGP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	20,000			
	Management Improvements – Hard Costs	15,000			
4	1410 Administration	80,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	70,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	10,000			
10	1460 Dwelling Structures	750,587			
11	1465.1 Dwelling Equipment—Nonexpendable	7,000			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-18)	952,587			
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Energy	186,000			

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: Schuylkill County Housing Authority			Grant Type and Number Capital Fund Program Grant No: PA26P01670804 Replacement Housing Factor Grant No:				Federal FY of Grant: FFY 2004		
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	Obligated	Expended		
PHA-Wide	Management Improvements: 1. Automated Systems Update 2. Automated Systems Training 3. Staff Training 4. Resident Initiatives Coordinator 5. Resident Activities Sub-Total	1408 1408 1408 1408 1408		10,000 5,000 5,000 5,000 <u>10,000</u> 35,000					
PHA-Wide	CGP Coordinator Administration Sub-Total	1410 1410		15,000 <u>65,000</u> 80,000					
PHA-Wide	Fees and Costs Sub-Total	1430		<u>70,000</u> 70,000					
PA-16-2 Coaldale	1. Replace Ranges and Refrigerators Sub -Total	1465.1	18 ranges 10 refrigerators	<u>7,000</u> 7,000					
PA-16-3 Minersville High Rise	1. Kitchen and bathroom renovations: sinks, toilets, showers/tubs, pipes, call switches, walls, floors, accessories, painting, remove asbestos. Sub-Total	1460	57 units	<u>564,587</u> 564,587					
PA-16-10 Cass/Minersville Family	1. Replace electrical wires and poles. Sub-Total	1460		<u>10,000</u> 10,000					
PA-16-14 Ashland High-rise	1. Replace windows. Sub-Total	1460	128	<u>186,000</u> 186,000					
	TOTAL			952,587					

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Schuylkill County Housing Authority		Grant Type and Number Capital Fund Program No: PA26P01670804 Replacement Housing Factor No:				Federal FY of Grant: FFY 2004	
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	
PHA-Wide							
1. Management Improvements.	9/2006			9/2008			
2. Administration.	9/2006			9/2008			
3. Fees and Costs.	9/2006			9/2008			
PA-16-2 Coaldale							
PA-16-3 Minersville High-rise	9/2006			9/2008			
PA-16-10 Cass/Minersville	9/2006			9/2008			
PA-16-14 Ashland High-rise	9/2006			9/2008			

ATTACHMENT 8: FIVE-YEAR PLAN – 2005-2008

Capital Fund Program Five-Year Action Plan						
Part I: Summary						
PHA Name Schuylkill Co. Housing Authority				<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:		
Development Number/Name/HA-Wide	Year 1 2003	Work Statement for Year 2 FFY Grant: 2005 PHA FY: 2006	Work Statement for Year 3 FFY Grant: 2006 PHA FY: 2007	Work Statement for Year 4 FFY Grant: 2007 PHA FY: 2008	Work Statement for Year 5 FFY Grant: 2008 PHA FY: 2009	
PA-16-2 Coaldale	Annual Statement	0	0	0	0	
PA-16-3 Minersville High Rise		767,587	160,000	0	0	
PA-16-5 Schuylkill Haven High Rise		0	293,285	570,000	157,587	
PA-16-7 Shenandoah High Rise		0	2,500	0	280,000	
PA-16-8 Shenandoah Family		0	0	0	0	
PA-16-10 Cass-Minersville Family		0	311,802	197,587	35,000	
PA-16-12 St. Clair Family		0	0	0	77,000	
PA-16-13 Schuylkill Haven Family		0	0	0	183,000	
PA-16-14 Ashland High Rise Warehouse		0	0	0	0	
		0	0	0	35,000	
Physical Improvements			767,587	767,587	767,587	767,587
Management Improvements			35,000	35,000	55,000	55,000
Administration			80,000	80,000	80,000	80,000
Other			70,000	70,000	50,000	50,000
Total CFP Funds (Est.)		952,587	952,587	952,587	952,587	
Total Replacement Housing Factor Funds						

ATTACHMENT 8: FIVE-YEAR PLAN – 2005-2008

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1 2003	Activities for Year : <u>2</u> ____ FFY Grant: 2005 PHA FY: 2006			Activities for Year: <u>3</u> ____ FFY Grant: 2006 PHA FY: 2007		
PA-16-3 Minersville High Rise		1. Bathroom Renovations – sinks, toilets, showers/tubs, pipes, call switch, floor tile, accessories, painting, remove asbestos (52 units)	261,587	PA-16-3 Minersville High Rise	1. Brick and mortar – repair and seal.	80,000
		2. Kitchen Renovations – sinks, cabinets, pipes, walls, floor tile, painting, remove asbestos (52 units)	261,000		2. Replace roof fans (10)	<u>80,000</u>
		3. Replace hot, cold and waste lines in 7 risers	<u>245,000</u>		Sub-Total	160,000
Sub-Total						
				PA-16-5 Schuylkill Haven High Rise	1. Bathroom renovations – sinks, toilets, showers/tubs, pipes, call switches, floor tile, accessories, painting, remove asbestos (47 units).	142,586
					2. Kitchen renovations – sinks, cabinets, pipes, walls, floor tile, painting, remove asbestos (47 units)	142,699
					3. Elevator upgrades/repair.	<u>8,000</u>
					Sub-Total	293,285
				PA-16-10 Cass-Minersville Family Development	1. Replace sidewalks, steps, handrails	<u>311,802</u>
					Sub-Total	311,802
		Total	767,587		Total	767,587

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1 2004	Activities for Year : <u>4</u> ___ FFY Grant: 2007 PHA FY: 2008			Activities for Year: <u>5</u> ___ FFY Grant: 2008 PHA FY: 2009		
	PA-16-5 Schuylkill Haven High Rise	1. Bathroom renovations – sinks, toilets, showers/tubs, pipes, call switches, floor tile, accessories, painting, remove asbestos. 2. Kitchen renovations – sinks, cabinets, pipes, walls, floor tile, painting, remove asbestos (63 units). Sub-Total	285,000 <u>285,000</u> 570,000	PA-16-5 Schuylkill Haven High Rise	1. Replace boilers (1) Sub-Total	<u>157,587</u> 157,587
	PA-16-10 Cass-Minersville Family Devel	1. Replace sidewalks, steps, handrails. Sub-Total	<u>197,587</u> 197,587	PA-16-7 Shenandoah High Rise	1. Replace boilers (8) 2. Replace thermostats (77) Sub-Total	150,000 <u>130,000</u> 280,000
				PA-16-10 Cass-Minersville Family Development	1. Replace exterior doors (80) Sub-Total	<u>35,000</u> 35,000
				PA-16-12 St. Clair Family Development	1. Construct Community room Sub-Total	<u>77,000</u> 77,000
				PA-16-13 Schuylkill Haven Family Development	1. Bathroom renovations – sinks, toilets, showers/tubs, pipes, call switches, floor tile, accessories, painting, remove asbestos (10 units). 2. Kitchen renovations – sinks, cabinets, pipes, walls, floor tile, painting, remove asbestos (10 units). Sub-Total	91,500 <u>91,500</u> 183,000
				Warehouse	1. Replace roof. 2. Replace sidewalk. Sub-Total	25,000 <u>10,000</u> 35,000
		Total	767,587		Total	767,587

ATTACHMENT 9: PERFORMANCE AND EVALUATION REPORT - 2000

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Schuylkill County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA26P01650100 Replacement Housing Factor Grant No:			Federal FY of Grant: FFY 2000
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/2003 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	27,500	10,208	10,208	10,207.63
	Management Improvements Hard Costs	10,000	10,673	10,673	10,673.34
4	1410 Administration	75,000	68,523	68,523	68,523.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	65,000	65,000	65,000	65,000.00
9	1450 Site Improvement	0	165,920	165,920	165,920.29
10	1460 Dwelling Structures	805,824	663,000	663,000	613,610.92
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
15	1490 Replacement Reserve				
17	1495.1 Relocation Costs				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	983,324	983,324	983,324	933,935.18
	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	425,600	422,568	422,568	373,179.02
	Collateralization Expenses or Debt Service				

ATTACHMENT 9: PERFORMANCE AND EVALUATION REPORT - 2000

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: Schuylkill County Housing Authority				Grant Type and Number Capital Fund Program Grant No: PA26P01650100 Replacement Housing Factor Grant No:			Federal FY of Grant: FFY 2000		
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	Obligated	Expended		
PHA-Wide	Management Improvements	1408							
	1. Automated Systems Update	1408		10,000	10,673	10,673	10,673.34		
	2. Automated Systems Training	1408		5,000	3,488	3,488	3,487.63		
	3. Staff Training	1408		7,500	3,000	3,000	3,000.00		
	4. Resident Initiatives Coordinator	1408		7,500	0	0	0		
	5. Resident Organizations Activities	1408		7,500	3,720	3,720	3,720.00		
	Sub-Total			37,500	20,881	20,881	20,880.97		
PHA-Wide	CGP Coordinator	1410		15,000	15,000	15,000	15,000.00		
	Administration	1410		60,000	53,523	53,523	53,523.00		
	Sub-Total			75,000	68,523	68,523	68,523.00		
	Fees and Costs	1430		65,000	65,000	65,000	65,000.00		
	Sub-Total			65,000	65,000	65,000	65,000.00		
PA-16-3 Minersville High Rise	1. Replace windows in 100 dwelling units, hallways and stairwells Note: This work item moved to FFY 2001. These funds were needed for emergency items, as follows: The condition of the playground equipment in the family projects was unsafe and constituted a potential for bodily injury and liability, which needed immediate attention – considered an emergency.	1460	193	150,000	0	0	0	Moved to 2001	
	Sub-Total			150,000	0	0	0		

ATTACHMENT 9: PERFORMANCE AND EVALUATION REPORT - 2000

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Schuylkill County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA26P01650100 Replacement Housing Factor Grant No:				Federal FY of Grant: FFY 2000		
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	Obligated Expended		
PA-16-2 Coaldale Housing Development	Remove old equipment, refurbish playground area, purchase and install new playground equipment	1450	1	0	28,435	28,435	28,435.05	Playgrounds have been completed
PA-16-8 Shenandoah Family Development		1450	1	0	40,876	40,876	40,875.98	
PA-16-12 Saint Clair Family Development		1450	1	0	29,336	29,336	29,336.10	
PA-16-10 Cass- Minersville Family Development		1450	1	<u>0</u>	<u>308</u>	<u>308</u>	<u>308.16</u>	
Sub-Total					0	98,955	98,955	
PA-16-8 Shenandoah Family Development	Bathroom Renovations –sinks, showers/tubs, toilets, ceiling, walls, floor tile, accessories, asbestos removal	1460	66 units					Completed
Sub-Total						<u>231,824</u>	<u>240,432</u>	
PA-16-10 Cass- Minersville Family Development	Replace roofs	1460	53,000 sf	<u>425,600</u>	<u>422,568</u>	<u>422,568</u>	<u>373,179.02</u>	Completed; final payment in process
Sub-Total				425,600	422,568	422,568	373,179.02	

ATTACHMENT 9: PERFORMANCE AND EVALUATION REPORT - 2000

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: Schuylkill County Housing Authority			Grant Type and Number Capital Fund Program Grant No: PA26P01650100 Replacement Housing Factor Grant No:				Federal FY of Grant: FFY 2000		
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	Obligated Expended			
PA-16-13 Schuylkill Haven Family Development	Replace front entrance doors, locks, frames Note: This work was moved to FFY 2008. Funds were needed to pay for emergency work items.	1460		24,000	0			Moved to 2008	
	Sub-Total			24,000	0				
PA-16-7 Shenandoah High Rise	1. Replace existing parking lot, sidewalks, curbs 2. Replace deteriorated underground fuel oil lines	1450 1450	Parking lot – 7,466 sq. ft. Sidewalks-4718 sq. ft. Oil lines-120 ft. steel, 120 ft. PVC, 40 ft. copper	65,000	65,000	65,000	65,000.00	Completed. The balance of this contract is in FY 2001.	
	Sub-Total			<u>1,965</u> 66,965	<u>1,965</u> 66,965	<u>1,965</u> 66,965	<u>1,965.00</u> 66,965.00		
	Total			983,324	983,324	983,324	983,935.18		

ATTACHMENT 9: PERFORMANCE AND EVALUATION REPORT - 2000

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Schuylkill County Housing Authority		Grant Type and Number Capital Fund Program No: PA26P01650100 Replacement Housing Factor No:				Federal FY of Grant: FFY 2000	
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	
PHA-Wide							
Management Improvements	9/02		9/02	9/03		9/03	
Administration	9/02		9/02	9/03		9/03	
Fees and Costs	9/02		9/02	9/03		9/03	
PA-16-2 Coaldale	-	9/02 *	9/02			9/03	* Emergency – Replacement of playground equipment. Work item moved to FY 2001. Funds needed to correct safety hazards.
PA-16-3 Minersville	9/02		9/02	9/03		9/03	
PA-16-7 Shenandoah	-	9/02 *	9/02			9/03	* Emergency – eliminate hazard – parking lot & sidewalks
PA-16-8 Shenandoah	9/02		9/02	9/03		9/03	
PA-16-10 Cass-Minersville	9/02		9/02	9/03		10/03	Completed 9/30. Paid 10/30.
PA-16-12 Saint Clair	9/02		9/02	9/03		9/03	

ATTACHMENT 10: PERFORMANCE AND EVALUATION REPORT - 2001

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Schuylkill County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA26P01650101 Replacement Housing Factor Grant No:			Federal FY of Grant: FFY 2001
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2)					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/2003 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	25,000	25,000	25,000	2,720.00
	Management Improvements Hard Costs	10,000	10,000	10,000	0
4	1410 Administration	80,000	80,000	80,000	47,937.48
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	65,000	70,851	70,851	70,850.83
9	1450 Site Improvement	28,799	83,539	83,539	68,527.70
10	1460 Dwelling Structures	794,706	734,115	734,115	188,151.53
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	1,003,505	1,003,505	1,003,505	378,187.54
	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	368,584	326,801	326,801	185,731.98

ATTACHMENT 10: PERFORMANCE AND EVALUATION REPORT - 2001

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: Schuylkill County Housing Authority			Grant Type and Number Capital Fund Program Grant No: PA26P01650101 Replacement Housing Factor Grant No:				Federal FY of Grant: FFY 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	Obligated	Expended	
PHA-Wide	Management Improvements								
	1. Automated Systems		1408		10,000	10,000	10,000		
	2. Automated Systems Training		1408		5,000	5,000	5,000		
	3. Staff Training		1408		5,000	5,000	5,000		
	4. Resident Initiatives Coordinator		1408		5,000	5,000	5,000		
	5. Resident Initiatives Organizations		1408		<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>2,720.00</u>	
	Sub-Total				35,000	35,000	35,000	2,720.00	
PHA-Wide	CGP Coordinator Administration		1410		15,000	15,000	15,000		
			1410		<u>65,000</u>	<u>65,000</u>	<u>65,000</u>	<u>47,937.48</u>	
	Sub-Total				80,000	80,000	80,000	47,937.48	
PHA-Wide	Fees and Costs				<u>65,000</u>	<u>70,851</u>	<u>70,851</u>	<u>70,850.83</u>	
	Sub-Total				65,000	70,851	70,851	70,850.83	
PA-16-2 Coaldale Housing Development	1. Kitchen Renovations – sinks, cabinets, pipes, walls, floor tile, painting, remove asbestos		1460	45 units	225,000	407,314	407,314	2,419.55	*Bathroom and Kitchen Contract combined. Work is in progress.
	2. Bathroom Renovations – sinks, toilets, showers/tubs, pipes, call switch, floor tile, accessories, painting, remove asbestos		1460	45 units	<u>201,122</u>	*	*		
	Sub-Total				426,122	407,314	407,314	2,419.55	
PA-16-3 Minersville High Rise	1. Replace windows in dwelling units, hallways and stairwells, remove asbestos		1460	722 windows	368,584	309,897	309,897	174,991.30	Originally in FY 2000. Work is in progress.
	2. Boiler Grate Removal & Installation				<u>0</u>	<u>10,741</u>	<u>10,741</u>	<u>10,740.68</u>	Emergency – completed.
	Sub-Total				368,584	320,638	320,638	185,731.98	

ATTACHMENT 10: PERFORMANCE AND EVALUATION REPORT - 2001

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: Schuylkill County Housing Authority			Grant Type and Number Capital Fund Program Grant No: PA26P01650101 Replacement Housing Factor Grant No:				Federal FY of Grant: FFY 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			
PA-16-7 Shenandoah High Rise	1. Balance of Heim Construction FY 2000 to replace sidewalks, curbs and parking lot		1450		<u>28,799</u>	<u>28,799</u>	<u>28,799</u>	<u>28,799.00</u>	Completed
	Sub-Total				28,799	28,799	28,799	28,799.00	
PA-16-10 Cass-Minersville Family Development	1. Kitchen Renovations – sinks, cabinets, pipes, walls, floor tile, painting, remove asbestos 2. Balance of TL Rowe Contract to replace roofs.		1460	76	0	0	0	0	Moved to FY 2002
	Sub-Total		1460		<u>0</u>	<u>6,163</u>	<u>6,163</u>	<u>0</u>	Work completed.
	Sub-Total				0	6,163	6,163	0	
PA-16-13 Schuylkill Haven Family Development	1. Install storm doors		1460	40	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	Moved to FY 2008
	Sub-Total				0	0	0	0	
PA-16-2 Coaldale Development	1. Replace Dwelling Steps		1450		<u>0</u>	<u>11,985</u>	<u>11,985</u>	<u>0</u>	Emergency. Work in progress.
	Sub-Total				0	11,985	11,985	0	
PA-16-14 Ashland High-Rise	1. Replace sidewalks, curbs, and parking lot.		1450		<u>0</u>	<u>42,755</u>	<u>42,755</u>	<u>39,728.70</u>	From 2002. Work in progress.
	Sub-Total				0	42,755	42,755	39,728.70	
	Total				1,003,505	1,003,505	1,003,505	378,187.54	

ATTACHMENT 10: PERFORMANCE AND EVALUATION REPORT - 2001

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Schuylkill County Housing Authority		Grant Type and Number Capital Fund Program No: PA26P01650101 Replacement Housing Factor No:				Federal FY of Grant: FFY 2001	
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	
PHA-Wide – Management Improvements	6/03		1/31/2003	9/04	6/30/2005		
Administration	6/03		6/30/2001	9/04	6/30/2005		
Fees and Costs	6/03		7/31/2003	9/04		9/30/2003	
PA-16-2 Coaldale	6/03		7/31/2003	9/04	6/30/2005		
PA-16-3 Minersville	6/03		7/31/2003	9/04	6/30/2005		
PA-16-7 Shenandoah	6/03		9/30/2002	9/04		9/30/2003	
PA-16-10 Cass-Minersville	6/03		7/31/2003	9/04	6/30/2005		
PA-16-14 Ashland High-Rise		6/03	7/31/2003		6/30/2005		

ATTACHMENT 11: PERFORMANCE AND EVALUATION REPORT - 2002

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Schuylkill County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA26P01650102 Replacement Housing Factor Grant No:			Federal FY of Grant: FFY 2002
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/2003 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	20,000	20,000	10,000	3,500.00
	Management Improvements Hard Costs	15,000	15,000	0	0
4	1410 Administration	80,000	80,000	80,000	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	70,000	70,000	50,000	29,822.96
8	1440 Site Acquisition				
9	1450 Site Improvement	90,000	69,145	28,559	0
10	1460 Dwelling Structures	677,587	698,442	21,441	0
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	88,505	0	0	0
14	1485 Demolition				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	952,587	952,587	190,000	33,322.96
	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	0	11,200	11,200	0

ATTACHMENT 11: PERFORMANCE AND EVALUATION REPORT - 2002

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: Schuylkill County Housing Authority			Grant Type and Number Capital Fund Program Grant No: PA26P01650102 Replacement Housing Factor Grant No:				Federal FY of Grant: FFY 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			
PHA-Wide	Management Improvements: 1. Automated Systems Upgrade 2. Automated Systems Training 3. Staff Training 4. Resident Initiatives Coordinator 5. Resident Organizations Activities Sub-Total		1408 1408 1408 1408 1408		10,000 5,000 5,000 5,000 <u>10,000</u> 35,000	10,000 5,000 5,000 5,000 <u>10,000</u> 35,000	<u>10,000</u> 10,000	<u>3,500.00</u> 3,500.00	
PHA-Wide	CGP Coordinator Administration Sub-Total		1410 1410		15,000 <u>65,000</u> 80,000	15,000 <u>65,000</u> 80,000	<u>15,000</u> 80,000	<u>0</u> 0	
PHA-Wide	Fees and Costs Sub-Total		1430		<u>70,000</u> 70,000	<u>70,000</u> 70,000	<u>62,000</u> 62,000	<u>29,822.96</u> 29,822.96	
PA-16-2 Coaldale Housing Development	1. Replace playground equipment Sub-Total		1475		<u>0</u> 0	<u>0</u> 0	<u>0</u> 0	<u>0</u> 0	completed in FY 2000
PA-16-5 Schuylkill Haven High Rise	1. Replace windows 2. Bathroom Renovations - sinks, toilets, showers/tubs, pipes, call switch, floor tile, accessories, painting, remove asbestos Sub-Total		1460 1460	220 27 units	0 <u>0</u> 0	0 <u>0</u> 0	0 <u>0</u> 0	0 <u>0</u> 0	Moved to FY 2003 Moved to FY 2003

ATTACHMENT 11: PERFORMANCE AND EVALUATION REPORT - 2002

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Schuylkill County Housing Authority			Grant Type and Number Capital Fund Program Grant No: PA26P01650102 Replacement Housing Factor Grant No:			Federal FY of Grant: FFY 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			
PA-16-7 Shenandoah High Rise	1. Replace sidewalks and curbs	1450		0	0	0	0	Moved to 2000.
	2. Repave parking lot	1450		0	0	0	0	
	3. Elevator Modifications	1460		<u>25,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	Moved to 2003
	Sub-Total			25,000	0	0	0	
PA-16-8 Shenandoah Family Development	1. Replace playground equipment	1475		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	Completed with FY 2000 fund.
	Sub-Total			0	0	0	0	
PA-16-10 Cass- Minersville Family Development	1. Kitchen Renovations – sinks, cabinets, pipes, walls, floor tile, painting, remove asbestos	1460	76 units	380,000	395,000	0	0	Contract awarded 10/9/2003
	2. Bathroom Renovations – sinks, toilets, showers/tubs, pipes, call switch, floor tile, accessories, painting, remove asbestos	1460	60 units	<u>272,587</u>	<u>282,001</u>	<u>0</u>	<u>0</u>	
	Sub-Total			652,587	677,001	0	0	
PA-16-12 St. Clair Family Development	1. Replace playground equipment	1475		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	Completed in FY 2000
Sub-Total				0	0	0	0	

ATTACHMENT 11: PERFORMANCE AND EVALUATION REPORT - 2002

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: Schuylkill County Housing Authority			Grant Type and Number Capital Fund Program Grant No: PA26P01650102 Replacement Housing Factor Grant No:				Federal FY of Grant: FFY 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			
PA-16-14 Ashland High Rise	1. Replace sidewalks, curbs, ramp and stairs		1450	3,255 sf	45,000	56,145	28,559	0	Work in progress. Work in progress. Completed in 2001.
	2. Replace handrails, guards, grates door and awning		1450	470 sf	25,000	13,000	0	0	
	3. Repave parking lot		1450	740 sf	<u>20,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	
	Sub-Total				90,000	69,145	28,559	0	
PA-16-3 Minersville High Rise	1. Boiler grate removal and installation		1460	1	0	11,200	11,200	0	Emergency Emergency Work completed
	2. Exterior brick replacement		1460		0	<u>6,675</u>	<u>6,675</u>	0	
	Sub-Total				0	17,875	17,875	0	
PA-16-2 Coaldale	Kitchen and bathroom renovations		1460	45	0	<u>3,566</u>	<u>3,566</u>	0	Work in progress. Balance from 2001
	Sub-Total					3,566	3,566	0	
	Total				952,587	952,587	190,000	33,322.96	

ATTACHMENT 11: PERFORMANCE AND EVALUATION REPORT - 2002

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Schuylkill County Housing Authority		Grant Type and Number Capital Fund Program No: PA26P01650102 Replacement Housing Factor No:				Federal FY of Grant: FFY 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	
Management Improvements	9/04	5/31/04		9/05	5/31/06		Per HUD
Administration	9/04	5/31/04		9/05	5/31/06		
Fees and Costs	9/04	5/31/04		9/05	5/31/06		
PA-16-2 Coaldale	9/04	-	*	-	-	Completed 2000	* Playground became hazardous – emergency - work item completed in FY 2000
PA-16-5 Schuylkill Haven	9/04	5/31/04		9/05	5/31/06		
PA-16-7 Shenandoah – sidewalks	9/04	-	*	-	-	Completed 2000	* Sidewalks, parking lot – emergency – work item completed in FY 2000
PA-16-7 Shenandoah – elevator modifications	9/04	5/31/04		9/05	5/31/06		
PA-16-8 Shenandoah	9/04	-	*	-	-	Completed 2000	* Playground became hazardous – emergency – completed in FY 2000
PA-16-10 Cass-Minersville	9/04	-		9/05	5/31/06		
PA-16-12 Saint Clair	9/04	-	*	-	-	Completed 2000	* Playground became hazardous – emergency
PA-16-14 Ashland	9/04	5/31/04		9/05	5/31/06		

ATTACHMENT 12: PERFORMANCE AND EVALUATION REPORT - 2003

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Schuylkill County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA26P01650103 Replacement Housing Factor Grant No:			Federal FY of Grant: FFY 2003
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 3) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/2003 <input type="checkbox"/> Final Performance and Evaluation Report					
Lin e No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	20,000	20,000		
	Management Improvements Hard Costs	15,000	15,000		
4	1410 Administration	80,000	80,000		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	70,000	70,000		
8	1440 Site Acquisition				
9	1450 Site Improvement	0	30,900	0	0
10	1460 Dwelling Structures	598,755	567,855		
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	783,755	783,755	0	0
	Amount of line XX Related to LBP Activities				
	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	175,000	265,000	0	0
	Collateralization Expenses or Debt Service				

ATTACHMENT 12: PERFORMANCE AND EVALUATION REPORT - 2003

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: Schuylkill County Housing Authority			Grant Type and Number Capital Fund Program Grant No: PA26P01650103 Replacement Housing Factor Grant No:				Federal FY of Grant: FFY 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	Obligated	Expended	
PHA-Wide	Management Improvements								
	1. Automated Systems Upgrade		1408		10,000	10,000			
	2. Automated Systems Training		1408		5,000	5,000			
	3. Staff Training		1408		5,000	5,000			
	4. Resident Initiatives Coordinator		1408		5,000	5,000			
	5. Resident Organizations Activities		1408		10,000	10,000			
	Sub-Total				35,000	35,000	0	0.00	
PHA-Wide	CGP Coordinator		1410		15,000	15,000			
	Administration		1410		65,000	65,000			
	Sub-Total				80,000	80,000	0	0.00	
PHA-Wide	Fees and Costs		1430		70,000	70,000			
	Sub-Total				70,000	70,000	0	0.00	

ATTACHMENT 12: PERFORMANCE AND EVALUATION REPORT - 2003

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Page

PHA Name: Schuylkill County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA26P01650103 Replacement Housing Factor Grant No:				Federal FY of Grant: FFY 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			
PA-16-5 Schuylkill Haven High Rise	1. Replace Windows	1460	220	175,000	265,000			
	2. Bathroom Renovations – sinks, toilets, showers/tubs, pipes, call switch, floor tile, accessories, painting, remove asbestos	1460	47 units	150,887	0			Moved to 2006
	3. Kitchen Renovations – sinks, cabinets, pipes, walls, floor tile, painting, remove asbestos	1460	47 units	150,868	0			Moved to 2006
	4. Repair/Replace Aluminum Awnings Sub-Total	1450		0	15,000	0	0	
				476,755	280,000			
PA-16-10 Cass-Minersville Family Development	1. Kitchen Renovations – sinks, cabinets, pipes, walls, floor tile, painting, remove asbestos	1460	16 units	72,000	72,000			
	2. Replace sidewalks, steps, handrails Sub-Total	1450		0	0	0	0	Moved to FY 2006
				72,000	72,000			
PA-16-12 Saint Clair Family Development	1. Replace electric breaker panels and service cable Sub-Total	1460	35 units	50,000	30,000	<u>0</u>	<u>0</u>	
				50,000	30,000	0	0	
PA-16-2 Coaldale Development	1. Replace dwelling steps	1450	2	0	900	0	0	Emergency items. Work in progress.
	2. Install awning over steps	1450	2	0	15,000	0	0	
	3. Replace meter bases and service cable Sub-Total	1460	49 units	<u>0</u>	<u>39,200</u>	<u>0</u>	<u>0</u>	
				0	55,100	0	0	

ATTACHMENT 12: PERFORMANCE AND EVALUATION REPORT - 2003

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Page								
PHA Name: Schuylkill County Housing Authority			Grant Type and Number Capital Fund Program Grant No: PA26P01650103 Replacement Housing Factor Grant No:			Federal FY of Grant: FFY 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			
PA-16-3 Minersville High Rise	1. Elevator Modifications Generators & Controllers.	1460	1	<u>0</u>	<u>46,655</u>	<u>0</u>	<u>0.00</u>	From 2005
	Sub-Total			0	46,655	0	0.00	
PA-16-7 Shenandoah High Rise	Elevator Modifications	1460	1	<u>0</u>	<u>20,000</u>	<u>0</u>	<u>0.00</u>	From 2002
	Sub-Total				20,000	0	0.00	
PA-16-8 Shenandoah Family	1. Replace electric breaker panels	1460	70 units	<u>0</u>	<u>95,000</u>	<u>0</u>	<u>0.00</u>	Emergency
	Sub-Total			0	95,000	0	0.00	
	Total			783,775	783,755	0	0.00	

ATTACHMENT 12: PERFORMANCE AND EVALUATION REPORT - 2003

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Schuylkill County Housing Authority		Grant Type and Number Capital Fund Program No: PA26P01650103 Replacement Housing Factor No:				Federal FY of Grant: FFY 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	
Management Improvements	9/05	9/16/2005		9/07	9/16/2007		Revised dates to reflect HUD's decision to establish this starting date.
Administration	9/05	9/16/2005		9/07	9/16/2007		
Fees and Costs	9/05	9/16/2005		9/07	9/16/2007		
PA-16-5 Schuylkill Haven	9/05	9/16/2005		9/07	9/16/2007		
PA-16-10 Cass-Minersville	9/05	9/16/2005		9/07	9/16/2007		
PA-16-12 Saint Clair	9/05	9/16/2005		9/07	9/16/2007		
PA-16-2 Coaldale		9/16/2005			9/16/2007		
PA-16-3 Minersville		9/16/2005			9/16/2007		
PA-16-6 Shenandoah		9/16/2005			9/16/2007		
PA-16-8 Shenandoah Family		9/16/2005			9/16/2007		