

PHA Plans
Streamlined 5-Year/Annual
Version

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

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief to certain PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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Streamlined 5-Year Plan for Fiscal Years

2005 - 2010 -

Streamlined Annual Plan for Fiscal Year

2005

HOUSING AUTHORITY CITY OF EVANSTON
WYP013001-002

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA),

form **HUD-50075-SF** (08/15/2005)

2005

HA Code: WYP013001-002

2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue. Full reporting for each component listed in the streamlined Annual Plan submitted with the 5-year plan is required.

Streamlined Five-Year PHA Plan

Agency Identification

PHA Name: Housing Authority City of Evanston

PHA Number: WY013

PHA Fiscal Year Beginning: 10/2005

PHA Programs Administered:

Public Housing and Section 8

Number of public housing units:

Number of S8 units:

Section 8 Only

Number of S8 units:

Public Housing Only

Number of public housing units:

PHA Consortia: (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

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 and attachments (if any) 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

HA Code: WYP013001-002

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)

Streamlined Five-Year PHA Plan

PHA Fiscal Years 2005 - 2010

[24 CFR Part 903.12]

Executive Summary

Established in 1979, the Housing Authority City of Evanston is located in the City of Evanston and the County of Uinta. The Authority provides housing services with four basic programs. These programs are the Public Housing Rental Program, the Section 8 Family Choice Voucher Program, the Elderly Housing Rental Program, and the Pines of Yellow Creek Apartment Complex. These programs consist of the following:

- 1) Public Housing Family Rental Program, 56 family rentals;
- 2) Public Housing Elderly Rental Program, 24 elderly rentals;
- 3) Section 8 Family Choice Voucher Program, 86 vouchers;
- 4) The Elderly Housing Program, 31 elderly rentals; and
- 5) The Pines of Yellow Creek Apartment Complex(open market rentals), 84, one and two bedroom rentals.

The Housing Authority owns and manages programs that assist 281 low and moderate income families in 9 developments scattered throughout Uinta County. It is the third largest public housing agency in Wyoming, serving 8% of Evanston's population. The Authority houses very low-income families, and without its assistance, many of Evanston's residents, who come from many different backgrounds and who create the city's unique flavor, would be forced to live elsewhere. As a priority, the Authority is seeking ways to address the growing needs of working families in addressing housing options and home ownership opportunities.

As newspapers across the country reported, HUD accounting errors resulted in a \$250 million shortfall in Operating Fund Account for previous fiscal years. HUD has been running in the red on PHA operating expenses for years because of budget shortfalls. In a rare Saturday afternoon-evening session on November 20, 2004, both chambers of Congress passed a FY 2005 appropriations bill that funds scores of federal agencies and programs including the Department of Housing and Urban Development. The bill is more than 1,000 pages long.

The legislation places tight constraints on the Housing Choice Voucher Program and the way in which HUD and Housing Authority's can use funding. The House-Senate compromise creates two separate HCV accounts: one for tenant based assistance and another for project based assistance. Unlike past procedures, HUD is prohibited from shifting dollars between the two programs. HUD is also not permitted to use other sources of funding including carryover money or recaptures to augment the 2005 voucher appropriation. These new restrictions will make it even more difficult for the Department, and ultimately agencies, to run the voucher program.

The final bill includes a total of \$14.88 billion dollars for tenant based rental assistance, compared to \$15.3 billion in the original Senate version. There is no central fund available to meet unforeseen expenses, and Housing Authority reserves are reduced to one week under the bill. The report specifically states that Housing Authorities are "expected to manage utility costs, decreased tenant contributions and protect most at-risk families within their budgets.

The public housing Operating Fund is set at \$2.45 billion in FY 05. The legislations contains a one-time accounting "savings" based on synchronizing the funding for Housing Authorities to a calendar year basis. The appropriations bill falls considerably below 100 percent funding in FY'05.

Capital Funding for public housing projects is set at \$2.6 billion (a cut of roughly \$100 million from last year). To meet tight spending caps, the bill also reportedly contains an across the board cut of roughly one percent that will further reduce funding in most domestic programs.

Given the current economic situation increasing the future affordable housing opportunities looks bleak. The Authority must address the increase cost of maintaining these units as safe and habitable apartments. The current budget restrictions, and strict federal regulations regarding fiscal responsibilities, makes management complex. Drastic measures must be taken and alternatives must be found to address these conditions. It is necessary to subsidize programs in a time of diminishing federal money.

The Authority has six major goals it is seeking to accomplish in the short and long-term future. First, it is committed to the preservation and rehabilitation of its existing public housing stock. The Authority will continue to seek funding sources, in addition to those provided through grants provided by the Department of Housing and Urban Development, to address the physical needs of the various family and senior/disabled housing developments.

Secondly, the Authority is committed to addressing the growing need for low-income housing in the Evanston area by developing ways to increase the public housing stock through creative partnerships with local developers and investors for the benefit of

all low and moderate income Evanston residents. Currently the Housing Authority is working in partnership with the Wyoming State Hospital, the City of Evanston and many non profits to create a model and develop housing for the chronically mentally ill. It appears this project may result in the deinstitutionalization of 40 - 50 people who are unable to transition into the community due to a lack of rentals for this population.

Third, EHA is working towards developing a comprehensive plan to address home ownership needs for low-income residents in the Evanston area. Two of the proposed strategies would be to continue with the partnership with the Wyoming Housing Network and the Neighborhood Reinvestment Corporation. The Authority feels this is a strong partnership to effectively resolve issues of affordable housing and community development in Evanston. Potential activities include:

1. Development of single family, multi family, senior citizen and disabled housing opportunities;
2. Development of Home Owner Rehabilitation Program;
Promotion of a Rental Rehabilitation Program.

Fourth, the Authority is dedicated to providing a safe and secure environment for residents in our housing developments. It is our belief that no one, especially those in subsidized housing, should be in peril, physically or emotionally. Therefore, EHA has established working relationships, solidified in numerous Memorandums of Understanding, with local social service agencies, and city agencies, in order to increase the safety and security of all residents in housing. We will continue to work with local agencies to improve communications and enhance relationships to the betterment of the mutual clients we serve. We will also continue to provide housing opportunities to law enforcement officers in our apartment complexes. This allows Community Policing, in our public housing complexes.

Fifth, EHA is committed to finding new and better ways to encourage and support resident businesses, increased job opportunities, access to quality health care and dependent care, enhanced transportation options, and other social service needs. Through partnerships with local social service and city agencies, the Authority will increase the opportunity for housing residents to improve their quality of life, in or out of subsidized housing.

Finally, the Housing Authority has created three new positions to help reduce the unit turnaround time and reduce the amount of time an apartment is vacant. The Housing Authority has employed a permanent cleaning person. In the past the Housing Authority had hired contract workers to accomplish the work involved with cleaning apartments. Unfortunately in a small rural area this resulted in employing individuals that supplemented their income by working only after hours or on weekends. This

resulted in occasionally waiting up to two weeks to have an apartment cleaned. The Housing Authority has recently added a Leasing Agent position to enhance the application and verification process and cut down lease up time for vacant apartments. The Housing Authority has also requested as a result of the Management Review performed in March 2005, permission to re-establish the position for a Maintenance Supervisor. This position will be established and paid by money from the Capital Fund Program.

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)

The Housing Authority City of Evanston is committed to providing quality, affordable housing that is decent and safe, to eligible families in this community. We strive to make the best use of all available resources so that our residents may live in an environment that is clean, well maintained and attractive. Our goal is to manage our public housing units in a manner that is consistent with good, financially sound property management practices. By taking advantage of available community and government resources, we intend to provide our residents with as many opportunities for economic self-sufficiency as we can identify. We endeavor to instill pride and a desire for an enhanced quality of life for our residents and their families. We are committed to serving our resident and this entire community in a manner that demonstrates professional courtesy, respect and caring.

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)

The Housing Authority is working on a collaborative effort with the Wyoming State Hospital, the City of Evanston, and numerous healthcare agencies in Evanston to increase housing and employment opportunities in the healthcare industry in Evanston. This collaborative feels that the community has a substantial economic development cluster in the healthcare industry. For many years this industry has been neglected and taken for granted. Recent research has identified that nearly 40% of Evanston's population is involved in healthcare industry and wrap around services.

The Housing Authority believes that quality housing gives families, regardless of race or income, a stake in the future of their communities and results in safer communities and neighborhoods. Quality housing is also essential to sustainable communities that provide access to health care, education, good jobs, and public safety.

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)

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)

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:

Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:

Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

Other: (list below)

Other PHA Goals and Objectives: n/a

Streamlined Annual PHA Plan

PHA Fiscal Year 2005

[24 CFR Part 903.12(b)]

Table of Contents

Provide the following table of contents for the streamlined Annual Plan submitted with the Five-Year Plan, including all streamlined plan components, and additional requirements, together with the list of supporting documents available for public inspection.

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Housing Factor, Annual Statement/Performance and Evaluation Report
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 - 14. Other (List below, providing name for each item)

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;

Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.

For PHAs APPLYING FOR CAPITAL FUND PROGRAM (CFP) GRANTS:

Form HUD-50070, Certification for a Drug-Free Workplace;

Form HUD-50071, Certification of Payments to Influence Federal Transactions;

Form SF-LLL & SF-LLLa, Disclosure of Lobbying Activities.

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

Please note that the Housing Authority had purged the waiting list one month prior to this report. However current market conditions have affected the Housing Authority's ability to attract tenants. Recent events include:

- 1) In 2000, Thomas Development built 24 affordable housing apartments utilizing Tax Credits, HOME Funds and CDBG funds.
- 2) In 2000, Pioneer Counseling Service built 24 affordable housing apartments to house their clients with developmental disabilities.
- 3) In 2000, the Evanston Housing Authority built 14 elderly affordable housing apartments in a joint venture with Uinta Senior Citizens.
- 4) In 2002, a private developer purchased a 40 unit, vacant low income apartment complex, and rehabilitated it to affordable rentals for the community.

The City of Evanston increased its affordable housing stock by 102 units in three years. This occurred in a community with a population of 11,620 people, at the same time the community has not seen any appreciable increase in population. The end result is that currently the apartment complexes are running at a 90% occupancy rate.

Housing Needs of Families on the PHA's Waiting Lists
Waiting list type: (select one) Section 8 tenant-based assistance Public Housing

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HA Code: WYP013001-002

Combined Section 8 and Public Housing 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	64		43
Extremely low income <=30% AMI	46	72%	
Very low income (>30% but <=50% AMI)	18	28%	
Low income (>50% but <80% AMI)			
Families with children	52	82%	
Elderly families	3	4%	
Families with Disabilities	9	14%	
Race/ethnicity White	62	96%	
Race/ethnicity Hispanic	5	4%	
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1 BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? No Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? No Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
No Yes			

Housing Needs of Families on the PHA's Waiting Lists			
Waiting list type: (select one)			
Section 8 tenant-based assistance			
Public Housing			
Combined Section 8 and Public Housing			
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	28		30
Extremely low income <=30% AMI	23	83%	
Very low income (>30% but <=50% AMI)	5	17%	

Low income (>50% but <80% AMI)			
Families with children	14	50%	
Elderly families	2	7%	
Families with Disabilities	5	17%	
Race/ethnicity White	27	96%	
Race/ethnicity/Hispanic	0	0%	
Race/ethnicity American Ind.	1	4%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	11	40%	
2 BR	12	43%	
3 BR	5	17%	
4 BR	n/a		
5 BR	n/a		
5+ BR	n/a		
Is the waiting list closed (select one)? No Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? No Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes			

B. Strategy for Addressing Needs

Provide a brief description of the PHA’s strategy for addressing the housing needs of families on the PHA’s public housing and Section 8 waiting lists **IN THE UPCOMING YEAR**, and the Agency’s reasons for choosing this strategy.

It is essential that federal, state and local elected officials, policy makers and the public at large recognize that affordable housing is critical to the economy and the well being of all communities, and it is especially critical to hundreds of low- and moderate income households in this community. For most Americans, rental housing is the stepping-stone to homeownership. Homeownership is the primary asset for most American families, and a path to homeownership should be within reach of every family wishing to purchase a home. However, the Housing Authority continues to see the de-investment of funds from the federal, state and local levels. Until these entities determine that housing is a priority, strategies for addressing housing needs are nearly impossible.

(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
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

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HA Code: WYP013001-002

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 903.12 (b), 903.7 (c)]

List on the following table 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 20__ grants)		
a) Public Housing Operating Fund	\$88,483.00	
b) Public Housing Capital Fund FY 2004	\$130,336.00	Modernization Funds
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$257,566.00	HAP and Administrative Fees
f) Resident Opportunity and Self-Sufficiency Grants		
g) Community Development Block Grant		

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HA Code: WYP013001-002

h) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	\$200,678.00	
4. Other income (list below)		
4. Non-federal sources (list below)		
Elderly Housing Program	\$96,552.00	
Pines of Yellow Creek Apt. Complex		
\$324,300.00		
	\$328,800.00	
Total resources	\$1,102,415.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.12 (b), 903.7 (b)]

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: (At the top of the waiting list)

When families are within a certain time of being offered a unit: (state time)

Other: (At the time 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

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 and local 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)
- c. Site-Based Waiting Lists-Previous Year
1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to d.
 - 2.

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time? ___
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list? ___
4. Yes No: Is the PHA the subject of any pending fair housing complaint by HUD or any

court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

d. Site-Based Waiting Lists – Coming Year

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? 0
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?
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

Over-housed

Under-housed

Medical justification

Administrative reasons determined by the PHA (e.g., to permit modernization work)

Resident choice: (state circumstances below)

Other: (list below)

c. Preferences

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

Note: The Housing Authority has just approved the following preferences but have not enacted them as of yet.

a) Working families and those unable to work because of age or disability.

b) Residents who live and work in Uinta County.

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

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Victims of domestic violence

Substandard housing

Homelessness

High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

Working families and those unable to work because of age or disability

Veterans and veterans' families

Residents who live and/or work in the jurisdiction

Those enrolled currently in educational, training, or upward mobility programs

Households that contribute to meeting income goals (broad range of incomes)

Households that contribute to meeting income requirements (targeting)

Those previously enrolled in educational, training, or upward mobility programs

Victims of reprisals or hate crimes

Other preference(s) (list below)

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

Former Federal preferences:

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

Other preferences (select all that apply)

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

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

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

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):
 - 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) **Rental History**

(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) **Our non federally funded elderly**

housing program

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

PHA main administrative office

Other (list below)

(3) Search Time

a. Yes No: Does the PHA give extensions on standard 60-day period to search for a unit? If yes, state circumstances below: **In the case of a documented and verifiable emergency circumstances.**

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Victims of domestic violence

Substandard housing

Homelessness

HA Code: WYP013001-002

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.

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability 1
- Veterans and veterans' families
- 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)
- 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

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

This preference has previously been reviewed and approved by HUD

The PHA requests approval for this preference through this PHA Plan

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

The PHA applies preferences within income tiers

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

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and 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 903.12(b), 903.7(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 of the following two)

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))

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% of 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 **flat or 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) **\$40.00**

Other (list below)

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

(2) Flat Rents

a. 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)

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) **The amount of funding available by the Federal Government to operate the program and comply with the lease up requirements.**

(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. Capital Improvement Needs

[24 CFR Part 903.12(b), 903.7 (g)]

Exemptions from Component 5: Section 8 only PHAs are not required to complete this component and may skip to Component 6.

A. Capital Fund Activities

Exemptions from sub-component 5A: PHAs that will not participate in the Capital Fund Program may skip to component 5B. All other PHAs must complete 5A as instructed.

(1) Capital Fund Program

- a. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 12 and 13 of this template (Capital Fund Program tables). If no, skip to B.
- b. Yes No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

Applicability of sub-component 5B: 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.

(1) Hope VI Revitalization

- a. Yes No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next component; if yes, provide responses to questions on chart below 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)
 Development name:
 Development (project) number:
 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
- c. Yes No: Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below:
- d. Yes No: 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:
- e. Yes No: 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:

6. Demolition and Disposition

[24 CFR Part 903.12(b), 903.7 (h)]

Applicability of component 6: Section 8 only PHAs are not required to complete this section.

- a. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 or 24 (Hope VI) of the U.S. Housing Act of 1937 (42 U.S.C. 1437p) or Section 202/Section 33 (Mandatory Conversion) in the plan Fiscal Year? (If “No”, skip to component 7; if “yes”, complete one activity description for each development on the following chart.)

Demolition/Disposition Activity Description
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition Disposition
3. Application status (select one) Approved Submitted, pending approval Planned application
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)

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Part of the development
Total development
7. Timeline for activity:
a. Actual or projected start date of activity:
b. Projected end date of activity:

7. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program

[24 CFR Part 903.12(b), 903.7(k)(1)(i)]

(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 the next component; if “yes”, complete each program description below (copy and complete questions for each program identified.)

(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, what is the maximum number of participants this fiscal year? ___

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:

c. What actions will the PHA undertake to implement the program this year (list)?

(3) Capacity of the PHA to Administer a Section 8 Homeownership Program

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

a. Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family’s resources.

b. Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.

c. Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below).

d. Demonstrating that it has other relevant experience (list experience below).

8. Civil Rights Certifications

[24 CFR Part 903.12 (b), 903.7 (o)]

Civil rights certifications are included in the *PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*, which is submitted to the Field Office in hard copy—see Table of Contents.

9. Additional Information

[24 CFR Part 903.12 (b), 903.7 (r)]

A. PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan

(Provide a statement of the PHA's progress against the goals and objectives established in the previous 5-Year Plan for the period FY 2000 - 2005.)

- 1) The Housing Authority is proud of its accomplishments in the past five years. Utilizing HOME and CDBG grants the Housing has developed 19 apartments for elderly families.
- 2) The Housing Authority is currently working with the Wyoming State Hospital, the City of Evanston, and numerous public and private entities to address obstacles that patients and clients are having in finding suitable housing when they have been released from the State Hospital. We are currently developing a business plan that would allow 40 -50 individuals with persistent mental challenges to find suitable housing. The fundamental goal of the committee and its partners is to support people with psychiatric disabilities in living their lives at the highest level of functioning possible for them. The effort to support the successful integration into the community continues to be significantly hampered by the lack of safe, affordable housing throughout the community.
- 3) The Evanston Housing Authority has been a key member in developing a Wyoming Housing Trust Fund. The purpose of the Wyoming Housing Trust Fund is to provide funding to address the affordable housing needs in the State of Wyoming. Every community in Wyoming, through the community needs assessment process, has identified affordable housing a priority need. Wyoming has traditionally relied on federal funds, which are now decreasing, to address affordable housing needs. These needs are not isolated to homeownership, but include a myriad of needs that vary by community. The State of Wyoming does not provide any funding for low and moderate income housing initiatives. Therefore, providers of affordable housing, through the

Wyoming Association of Housing and Redevelopment (WAHR), are seeking an investment by the State in these activities.

Affordable housing for low and moderate income families, not only addresses a basic need of Wyoming residents, but is also vital to the continued economic and social vitality of the State. WCDA, the state housing finance agency, has done a great job of addressing housing finance issues. However, the affordable housing needs of Wyoming are more broad and varied than the programs administered by WCDA. In fact, WCDA has indicated that the types of housing needs that precipitated this proposal do not fall within WCDA's mission. Therefore, without WCDA funding, and with declining federal funding, these needs are going unmet. Wyoming is faced with an opportunity to make an investment in the future of the State by creating a fund that will help to address affordable housing needs and reduce Wyoming's reliance upon federal programs to meet our needs.

Wyoming is blessed with a network of affordable housing providers. These providers are passionately trying to meet the needs within their specific aspect of the affordable housing spectrum. These providers are not surprised that communities continually identify affordable housing as a priority. However, the communities are limited in what they can do to support affordable housing. These providers are frustrated by having to rely on federal programs that often have an urban bias, to address Wyoming's needs, while the State of Wyoming does not provide any funding to address these identified needs.

B. Criteria for Substantial Deviations and Significant Amendments

(1) Amendment and Deviation Definitions

24 CFR Part 903.7(r)

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

- a. Substantial Deviation from the 5-Year Plan
- b. Significant Amendment or Modification to the Annual Plan

C. Other Information

[24 CFR Part 903.13, 903.15]

(1) Resident Advisory Board Recommendations

a. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

If yes, provide the comments below:

b. 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)

(2) Resident Membership on PHA Governing Board

The governing board of each PHA is required to have at least one member who is directly assisted by the PHA, unless the PHA meets certain exemption criteria. Regulations governing the resident board member are found at 24 CFR Part 964, Subpart E.

The Housing Authority meets exemption standards, as it has less than the mandated units required to have Resident Membership on the PHA Governing Board. However the Housing Authority is once again attempting to establish a Resident Advisory Board. In the past the Housing Authority has not enticed any residents to apply for the Board.

a. Does the PHA governing board include at least one member who is directly assisted by the PHA this year?

Yes No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board:

Method of Selection:

Appointment

The term of appointment is (include the date term expires):

Election by Residents (if checked, complete next section--Description of Resident Election Process)

Description of Resident Election Process

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

HA Code: WYP013001-002

ballot

Other: (describe)

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)

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)

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

The PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis

The PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.

Other (explain):

Date of next term expiration of a governing board member: 03/01/2007

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

Mayor Mark W. Harris
City of Evanston
1200 Main Street
Evanston, Wyoming 82930
Telephone (307) 783-6300
Fax (307) 783-6390

Required Attachment : Membership of the Board of Commissioner’s

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

BOARD OF COMMISSIONERS HOUSING AUTHORITY CITY OF EVANSTON

CHAIRPERSON

CHRIS GERRARD 328 HARRISON DRIVE EVANSTON, WY 82930 CGERRA@state.wy.us	307-789-3541	MARCH 1, 2003	MARCH 2009
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VICE CHAIRPERSON

MELBA AMSLER 1313 SUMMIT EVANSTON, WY 82930 famsler@allwest.net	307-789-3893	FEB 8, 1983	MARCH 2007
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SECRETARY TREASURER

William J. Norton 106 County Road Evanston, WY 82930	307-789-7812	MARCH 1, 2005	MARCH 2009
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BOARD MEMBER

GORDON PARK 212 TOPONCE DRIVE EVANSTON, WY 82930 gpark@allwest.net	307-789-0611	JAN 14, 1998	MARCH 2010
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BOARD MEMBER

ALLEN HANSEN 203 FLORENCE EVANSTON, WY 82930	307-789-3722	AUG. 16, 2005	MARCH 2009
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(3) PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

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

Consolidated Plan jurisdiction: (provide name here)

a. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply):

The PHA has based its statement of needs of families on its waiting list 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)

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

(4) (Reserved)

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

10. Project-Based Voucher Program

a. Yes No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions.

b. Yes No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option?

If yes, check which circumstances apply:

Low utilization rate for vouchers due to lack of suitable rental units

Access to neighborhoods outside of high poverty areas

Other (describe below:)

c. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

11. List of Supporting Documents Available for Review for Streamlined Five-Year/ Annual PHA Plans

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component

HA Code: WYP013001-002

X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans.</i>	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. 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	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any policies governing any Section 8 special housing types check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
X	Public housing grievance procedures Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP	Annual Plan: Capital

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	grants.	Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). Check here if included in the public housing A & O Policy.	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia
	Other supporting documents (optional). List individually.	(Specify as needed)

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

PHA Name: Housing Authority City of Evanston 155 Apache Drive, Suite A Evanston, Wyoming 82930	Grant Type and Number Capital Fund Program Grant No: WY06P01350105 Replacement Housing Factor Grant No:
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost	To
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2005

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		Original	Revised	Obligated
1	Total non-CFP Funds			
2	1406 Operations	26,067.00		
3	1408 Management Improvements			
4	1410 Administration	59,000.00		
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs			
8	1440 Site Acquisition			
9	1450 Site Improvement			
10	1460 Dwelling Structures	45,269.00		
11	1465.1 Dwelling Equipment—Nonexpendable			
12	1470 Nondwelling Structures			
13	1475 Nondwelling Equipment			
14	1485 Demolition			
15	1490 Replacement Reserve			
16	1492 Moving to Work Demonstration			
17	1495.1 Relocation Costs			
18	1499 Development Activities			
19	1501 Collateralization or Debt Service			
20	1502 Contingency			
21	Amount of Annual Grant: (sum of lines 2 – 20)			
22	Amount of line 21 Related to LBP Activities			
23	Amount of line 21 Related to Section 504 compliance			
24	Amount of line 21 Related to Security – Soft Costs			
25	Amount of Line 21 Related to Security – Hard Costs			
26	Amount of line 21 Related to Energy Conservation Measures			

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Housing Authority City of Evanston		Grant Type and Number Capital Fund Program Grant No: WY06P01350105 Replacement Housing Factor Grant No:			Federal FY of Grant:	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual
				Original	Revised	Funds Obligated
WY99P013001-002						
2005-1	20% Capital Fund reserve and replacement	1406		26,067		

2005

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2005-2	Employ occupancy clerk to expedite the application and occupancy process	1410		25,000			
2005-3	Promote maintenance employee to Maintenance Supervisor as a result of Management Review suggestions.	1410		34,000			
2005-4	Replacement of failed sidewalks and porches	1460		30,000			
2005-5	On going replacement of flooring, bathtubs, and tub surrounds utilizing force account	1460		15,269			
Total				30,33			

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

PHA Name: Housing Authority City of Evanston		Grant Type and Number Capital Fund Program No: WY06P013501105 Replacement Housing Factor No:					Federal Grant
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons
	Original	Revised	Actual	Original	Revised	Actual	
2005-1		09/2007		09/2009			
2005-2		09/2007		09/2009			
2005-3		09/2007		09/2009			
2005-4		09/2007		09/2009			
2005-5		09/2007		09/2009			

HA Code: WYP013001-002

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Capital Fund Program Five-Year Action Plan					
Part II: Supporting Pages—Work Activities					
Activities for Year 1	Activities for Year 2004 FFY Grant: 2003 PHA FY: 2005			Activities for Year: 2004 FFY Grant: 2004 PHA FY: 2005	
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories
See	WY99P013001-002			WY99P013001-02	
Annual		2003			2004
Statements	1406	10% set aside for reserve & replacement	18,139.00	1406	20% set aside for reserve replacement
	1408	Purchase work stations for reception area	3,551.10	1440	Purchase to build a Maintenance Facility
	1410	Employ occupancy clerk to expedite application and occupancy process	22,657.64	1411	Professional services rendered for 2003 Annual Audit
	1411	Professional services rendered for 2003 Annual Audit	3,225.00	1410	On going staff
	1430	Hire an A&E to draw up the specifications and bid documents	3,515.00	1410	Maintenance Supervisor salary
	1460	On going replacement of flooring, bathtubs, tub surrounds, locks and plumbing fixtures	64,404.26	1430	Hire professional to complete energy audits and Uniform Accessibility standards
	1475.2	Replacement of 1983 pick-up and snow plows, welder and 4 wheeler for snow removal	54,000.00	1460	Ongoing replacement of flooring, bathtubs, tub surrounds, and plumbing
	1475.2	Snow plows for two pick ups	7,700.00	1460	Emergency site replacement
Total CFP Estimated Cost			\$177,192.10		

Capital Fund Program Five-Year Action Plan					
Part II: Supporting Pages—Work Activities					
Activities for Year 1	Activities for Year :2005 FFY Grant: 2005 PHA FY: 2006			Activities for Year: 2006 FFY Grant: 2006 PHA FY: 2007	
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories
See	WYP013001-002			WYP013001-002	
Annual		2005			2006
Statemen					
	1406	20% set aside for reserve and replacement	26,067.00	1406	10% set aside for reserve and replacement
	1410	Employ occupancy clerk to expedite the application and occupancy process	25,000.00	1408	Purchase new system for the occupancy process
	1410	Maintenance Supervisor/ Capital Fund Supervisor position	34,000.00	1410	Employ occupancy clerk to expedite application and occupancy process
	1460	Replacement of failed sidewalks and porches	30,000.00	1410	Maintenance Supervisor/ Capital Fund Supervisor position
	1460	On going replacement of flooring, bathtubs, tub surrounds, locks, and faucets	15,269.00	1460	Replace shims for family unit
				1460	On going replacement of flooring, bathtubs, tub surrounds, and faucets
Total CFP Estimated Cost			\$130,336.00		

Capital Fund Program Five-Year Action Plan				
Part II: Supporting Pages—Work Activities				
Activities for Year :2007 <u>FFY Grant:2007</u> - PHA FY: 2008			Activities for Year: 2008 <u>FFY Grant: 2008</u> PHA FY: 2009	
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories
1406	10% set aside for reserve and replacement	17,500.00	1406	10% set aside for reserve and replacement
1410	Employ occupancy clerk to expedite the application and occupancy process	25,000.00	1410	Employ occupancy clerk to expedite the application and occupancy process
1410	Maintenance Supervisor position	34,000.00	1410	Maintenance Supervisor position
1460	Replacement of cabinets and countertops in kitchens	80,000.00	1460	Replace carpet in elderly units
1460	On going replacement of flooring, bathtubs, surrounds , locks & plumbing	18,500.00	1460	Install fences and landscaping improvements

HA Code: WYP013001-002

Total CFP Estimated Cost		
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Capital Fund Program Five-Year Action Plan				
Part II: Supporting Pages—Work Activities				
Activities for Year :2009 <u>FFY Grant: 2009</u> PHA FY: 2010			Activities for Year 2010 <u>FFY Grant: 2010</u> PHA FY: 2011	
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories
1406	10% set aside for reserve and replacement	17,500.00	1406	10% set aside for reserve and replacement
1410	Employ occupancy clerk to expedite the application and occupancy process	25,000.00	1410	Employ occupancy clerk to expedite the application and occupancy process
1410	Maintenance Supervisor position	34,000.00	1410	Maintenance Supervisor position
1460	Interior improvements as necessary	83,500.00	1460	On going replacement of flooring, bathtubs, tile surrounds, locks, and faucets
1475.2	Maintenance tools	5,000.00	1475.2	Replace 2 / 2000 pickup trucks and 1 1993 pickup and snow plow
1475.2	Grounds equipment	10,000.00		
Total CFP Estimated Cost		\$175,00.00		