

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

KNOX COUNTY HOUSING AUTHORITY

255 West Tompkins Street
Galesburg, Illinois 61401
Telephone (309) 342-8129
FAX (309) 342-7206

PHA Plan

5 Year Plan for Fiscal Years 2005 - 2009
Annual Plan for Fiscal Year 2006

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

PHA Plan

Agency Identification

PHA Name: Knox County Housing Authority

PHA Number: IL085

PHA Fiscal Year Beginning: 04/01/2006

Public Access to Information

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

- X 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)

- X 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)

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

5-Year Plan PHA Fiscal Years 2004 - 2008

[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.

X The PHA's mission is: (state mission here)

Recognizing that the need for shelter falls only slightly below that of nutrition in the hierarchy of human needs, the Knox County Housing Authority's mission is to be the leader in making excellent, affordable housing available for low and moderate income persons in Knox County. This mission is expanded to include partnering with other agencies and families served to plan and implement programs and services that will help those families develop and thrive. Effective management and the wise stewardship of public funds being primary considerations throughout.

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.

X PHA Goal: Expand the supply of assisted housing

Objectives:

X Apply for additional rental vouchers:

X Reduce public housing vacancies:

X Leverage private or other public funds to create additional housing opportunities:

X Acquire or build units or developments

Other (list below)

X PHA Goal: Improve the quality of assisted housing

Objectives:

X Improve public housing management: (PHAS score) 94

X Improve voucher management: (SEMAP score) 84

X Increase customer satisfaction:

Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)

X Renovate or modernize public housing units:

Demolish or dispose of obsolete public housing:
Provide replacement public housing:
Provide replacement vouchers:
Other: (list below)

X 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: (Already in place)
Implement public housing or other homeownership programs:
Implement public housing site-based waiting lists:
Convert public housing to vouchers:

X Other: (list below)

Expand into the provision of affordable housing for lower-income working households

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

X 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:

X Implement public housing security improvements:
Designate developments or buildings for particular resident groups (elderly, persons with disabilities)

X Other: (list below)

Market under-utilized senior housing to over-income individuals as provided under HUD regulations

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

X PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

X Increase the number and percentage of employed persons in assisted families:

X Provide or attract supportive services to improve assistance recipients' employability:

X 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

X PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:

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

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

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

Other: (list below)

Other PHA Goals and Objectives: (list below)

Maintain current affirmative procedures that assure fair housing

**Annual PHA Plan
PHA Fiscal Year 2004**

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

X **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.

During the past year the operations of the Knox County Housing Authority have continued to be negatively impacted on several levels by factors outside the control of its board and staff. The primary source of this has been the Section 8 Housing Choice Voucher (HCV) program the housing authority administers. Some funding stability was regained in the past year when

HUD established a fixed funding level for each HCV program. The amount each PHA is authorized to receive under this plan became the absolute funding “ceiling”. It must cover the total costs of both rental subsidies and administrative fees. While the amount assigned to this housing authority would appear to be in line with our needs as indicated by previous years’ expenditures, other Section 8-related factors continue to bring funding uncertainty for this tenant-based rental assistance program.

The statutory “portability” of Section 8 vouchers has resulted in increasing uncertainty for ours, and many other Housing Choice Voucher programs. The fact that the funding level is fixed precludes the possibility of adjustments for unforeseen cost increases. The most dramatic cost increase has come as a result of the escalating numbers of our vouchers that have been taken to jurisdictions where housing costs are as much as four times as high as they are in Knox County. When someone we issue a Housing Choice Voucher chooses to take it to another housing authority that new authority may elect either to “absorb” that new household into its own voucher program or administer it and bill us for the housing assistance payments (HAP) it makes as well as for an administrative fee. When an authority in an area with higher housing costs chooses to “administer” their billing to us for one family’s HAP may be as much as four times more than it would cost to assist that same family in Knox County. Since we may no longer receive additional funding to cover circumstances such as this, we effectively lose the capacity to assist four Knox County families for every one we assist in locations such as Chicago and the surrounding area.

The inequity does not stop with the reduced ability to serve people in our area of mandate, Knox County. The means by which we pay for people, services, supplies, and other services to operate our HCV program is the approximate \$40.00 per month administrative fee HUD permits us to charge for each voucher we have in use at the first day of each month. When we send one voucher to another authority they get to retain 80 percent of the administrative fee for that voucher. Since we must pay the higher housing cost out of our local budget and will not be reimbursed for that increased cost in any way, we lose the potential to receive our \$40.00 monthly administrative fee for the three other vouchers we can no longer afford to issue. Effectively then, the \$1,920.00 annual income stream to our program from the local administration of four vouchers shrinks to \$96.00, our 20 percent share of the \$480.00 annual administrative fee for the one “ported out” voucher.

The negative impact of the portability option offered participants in the HCV program by Congressional mandate extends to the Knox County Housing Authority low income public housing program. Many families from outside of Knox County await issuance of a voucher and/or satisfy the one year local residency requirement before exercising the portability option as tenants in our low income housing program. After their wait is over and they are able to “port” they move out of our housing. Funding irregularities in the HCV program over the past few years have resulted in our being forced to let the number of vouchers in force diminish through attrition when funds are short, and then build the program back up quickly when funds become available by issuing relatively large numbers of vouchers in short periods of time. Since so many of our voucher applicants are also public housing residents these quick build-ups result in a sudden, large number of vacancies in our low income housing developments. This, of course taxes our maintenance department beyond any reasonable

expectation. Families in need of housing wait longer and longer for it because our unit turn around times grow longer and longer. And of course, our management assessment score suffers.

The problems discussed above notwithstanding, the Knox County Housing Authority remains financially stable and its housing stock is in good condition. It has achieved “High Performer” status on the Public Housing Assessment System rating consistently over the past several years. I should be noted, however that our rating for this year had not been posted by HUD as of this writing.

This plan incorporates changes deemed necessary to reduce unit turnaround times and overall vacancy rates. As noted above, an inordinate and increasing number of unit turnovers for our PHA come as a result of families moving from our housing to the HCV program. Some time ago we discontinued the use of a needs-based tenant selection system in favor of a date and time selection system. At the time we hoped that this would discourage families from taking unfair advantage of our preference system using what became the common practice of coming to Knox County, moving into shelters or other temporary housing, applying for both public housing and the HCV program at the same time and claiming preference status on both. All of this with the end purpose of getting a Housing Choice Voucher and taking it back to where they originally lived. At that time we were able to accept applications for both programs. Due to availability, applicants almost always were offered, and accepted, public housing first but would keep their HCV program application active. Since HUD regulations make it incumbent on housing authorities to allow applicants to retain any preference status they had for both programs at initial application, even if they are currently being served on one or the other, they would ultimately get a voucher, often before many on the waiting list with actual housing crises issues receive any kind of assistance. Upon receipt of voucher these families would promptly move out of our public housing program leaving us with a vacant unit to renovate and re-lease.

I. PROGRESS REPORT

Needs identified in last years plan and the effectiveness of the strategies adopted to meet those needs

Need: Shortage of affordable housing for family households

Strategy 1.

Efforts to reduce the average time required to renovate and re-lease vacated units were offset to a great degree by the impact of the high turnover rate caused by families moving out to become Section 8 program participants. Also impacting that process were vehicular accidents in which three of our maintenance staff members were seriously injured and unable to work for as long as eight months. Illnesses kept two others away from the job for a number of weeks.

Improved acceptance of the Housing Choice Voucher program among area landlords was evident during the past year. Voucher holders were generally able to choose among several

alternatives in their searches for suitable housing, even after we discontinued the use of “Success Rate” payment standards.

Strategy 2.

We were not given an opportunity to apply for more Housing Choice vouchers. However, we did begin negotiations to purchase two existing housing complexes in the area totaling 138 apartments ranging in size from one to three bedrooms. These complexes are currently under a HUD mortgage and have below-market rate rents. However, the likelihood of their being sold to private interests was great. Had this occurred it is likely that rents in these developments would have been increased significantly. Our action to acquire and renovate these developments through the use of a Federal Home Loan Bank grant, a bond issue and other resources will assure that the affordable nature of these developments will be preserved for many years.

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

Strategy 1.

The Knox County Housing Authority adopted admission and rent calculation policies some years ago that include all of the work incentive provisions made available through HUD regulations. These have been maintained

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

The Authority maintains close association and communication with local agencies that serve the disabled.

For many years now the Knox County Housing Authority has offered a varied range of services, in addition to affordable housing, to its residents. These services have had as a central mission the reduction or elimination of the influences of drug and criminal activity and the development of attitudes and skills which would assist tenants to be economically independent.

The KCHA resident initiatives staff, along with the network of other agencies it is a part of, continues to provide a range of services to assist residents in their efforts to develop skills and attitudes needed to succeed. Many of these programs once funded by the Public Housing Drug Elimination Program (PHDEP) grant program have been continued.

The following is a list of community agencies that have been included in a network established to create a broad range of services available to our residents. The following is a listing of the agencies involved during the past year and the programs/services they offer:

Galesburg Police and Fire Departments providing crime, drug, fire prevention activities on site

Carl Sandburg Community College providing GED preparatory and computer literacy classes on site and “Transitions to Employment” classes off site

Illinois Cooperative Extension (University of Illinois) 4-H programs on site

Safe Harbor, domestic violence intervention and prevention agency services on and off site

The Knox County YMCA assumed responsibility for the family housing site after-school educational/recreational program beginning with the 2004-2005 school year and continuing for the following two school years.

iii. 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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Annual Plan

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 6. Grievance Procedures
 7. Capital Improvement Needs
 8. Demolition and Disposition
 9. Designation of Housing
 10. Conversions of Public Housing
 11. Homeownership
 12. Community Service Programs
 13. Crime and Safety
 14. Pets (Inactive for January 1 PHAs)
 15. Civil Rights Certifications (included with PHA Plan Certifications)
 16. Audit
 17. Asset Management
 18. Other Information

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:

- n/a Admissions Policy for Deconcentration
- X FY 2005 Capital Fund Program Annual Statement
- n/a Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- X PHA Management Organizational Chart
- X FY 2005 Capital Fund Program 5 Year Action Plan
- n/a Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

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
N/A	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

N/A	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 X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies X 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 X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for 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
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
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
	Policies governing any Section 8 Homeownership program	Annual Plan:

	X check here if included in the Section 8 Administrative Plan	Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
N/A	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 (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

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-	Supply	Quality	Access-	Size	Locatio
Income <= 30% of AMI	2078	5	3	5	2	4	5
Income >30% but <=50% of AMI	2494	4	2	3	2	4	3
Income >50% but <80% of AMI	4159	2	2	2	2	3	2
Elderly	268	4	1	1	1	1	1
Families with Disabilities	N/A						
Race/Ethnicity W	251						
Race/Ethnicity B	208						

Race/Ethnicity H	0						
Race/Ethnicity O							

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

Consolidated Plan of the Jurisdiction/s

Indicate year:

X U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset

American Housing Survey data

Indicate year:

Other housing market study

Indicate year:

Other sources: (list and indicate year of information)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant-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 type="checkbox"/> Public Housing

x 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	371		158
Extremely low income <=30% AMI	329	89%	
Very low income (>30% but <=50% AMI)	26	7%	
Low income (>50% but <80% AMI)	6	.2	
Families with children	305	82%	
Elderly families	9	2%	
Families with Disabilities	65	18%	
Race/ethnicity W	148	40%	
Race/ethnicity B	209	56%	
Race/ethnicity H	9	2%	
Race/ethnicity O	5	1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	5	3%	
2 BR	75	49%	
3 BR	48	31%	
4 BR	15	10%	
5 BR	7%	4.7	
5+BR			
Is the waiting list closed (select one)? No <input checked="" type="checkbox"/> Yes (Section 8 list only) If yes: How long has it been closed (# of months)? 21 Does the PHA expect to reopen the list in the PHA Plan year? No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No Yes, for 0 & 1-BR units in senior/handicapped bldgs			

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 family households.

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

Select all that apply

- X Employ effective maintenance and management policies to minimize the number of public housing units off-line
- X Reduce turnover time for vacated public housing units
- X 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

- X Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- X Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- X Other: (list below)
- "Project Base" up to 20% of our Section 8 Housing Choice Vouchers within the jurisdiction to assure that they will continue to be available for local families.

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
- X Adopt rent policies to support and encourage work (Maintain such policies.)
- 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

- X Employ admissions preferences aimed at families who are working
- X 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

Not necessary, current resources in excess of need/demand.

- 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

Current resources in excess of need/demand

- 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
- X 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
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:

- X Funding constraints
- X Staffing constraints
- Limited availability of sites for assisted housing
- X 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
- X Influence of the housing market on PHA programs
- X Community priorities regarding housing assistance
- X Results of consultation with local or state government
- X 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 2005 grants)		
a) Public Housing Operating Fund	\$800,909.00	
b) Public Housing Capital Fund	\$904,496.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$1,117,300.00	
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	\$485,040.00	Operations & Maintenance
4. Other income (list below)		
Interest	\$15,000.00	“
4. Non-federal sources (list below)		
Non-dwelling rental, damage charges	\$50,000.00	“
Total resources	\$3,372,745.00	

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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)

X When families are within a certain time of being offered a unit: Approximately 60 days

Other: (describe)

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

X Criminal or Drug-related activity

X Rental history

X Housekeeping

X Other: Prior public housing and/or "Section 8" program compliance, if applicable

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

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

e. X 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)

X Community-wide list

Sub-jurisdictional lists

Site-based waiting lists

Other (describe)

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

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

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?
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)

- X One
- Two
- Three or More

b. X 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:

- X 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?

(The incomes of our applicants tend to be low so it works out that way.)

b. Transfer policies:

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

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

Resident choice, or non-essential transfers, may be accommodated if doing so will not encumber efforts to serve persons or families on the waiting list. To be granted such a transfer the requesting tenant's present dwelling unit must be in the condition in which it was in when they moved into it, normal wear and tear not excepted. The transferring tenant must make an additional, \$100.00 security deposit. This deposit to be refunded if the move is completed within seven days and the vacated unit is ready for another family to move into it.

c. Preferences

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

(5) Occupancy)

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

Former Federal preferences:

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

Other preferences: (select below)

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

- 1 Working families and those unable to work because of age or disability
- 3 Veterans and veterans' families
- 2 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
- 3 Other preference(s) (list below)
- 4 Date and time of application

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

- X PHA briefing seminars or written materials
- X Other source (list) House Rules lease addendum

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

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

(6) Deconcentration and Income Mixing

a. Yes X 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 X 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 X 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)

- X Criminal or drug-related activity only to the extent required by law or regulation
 - X Criminal and drug-related activity, more extensively than required by law or regulation
 - X More general screening than criminal and drug-related activity
- Record of program compliance during previous participation on federally subsidized housing programs.

Other (list below)

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

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

d. X 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)

X Criminal or drug-related activity

X Other (describe below)

The names of former landlords, if known, and information provided by them regarding lease compliance.

(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)

X 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)

X PHA main administrative office

X Other (list below)

By mail

(3) Search Time

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

If yes, state circumstances below: If vouchers holder can demonstrate that they are conducting a thorough search an additional 60 days will be granted.

(4) Admissions Preferences

a. Income targeting

X 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?

The incomes of applicants tend to be very low so it generally works out that way.

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- X Veterans and veterans' families
- X 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
- X Other preference(s) (list below)
- Date and time of application

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.

2 Date and time of application

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
- 3 Veterans and veterans' families
- 2 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)

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---

X 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

X \$26-\$50

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

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

**KNOX COUNTY HOUSING AUTHORITY MINIMUM RENT POLICY
AND
CRITERIA FOR WAIVER OF MINIMUM RENT**

November, 2004

The Quality Housing and Work Responsibility Act of 1998 (QHWARA) includes a provision for the establishment of minimum rents to be paid by public housing residents and participants in the Section 8 Housing Choice Voucher Program. It permits housing authorities administering these programs to set these minimum rents anywhere between \$0.00 and \$50.00 per month. The Knox County Housing Authority, in response to recommendations from the Secretary of the U.S. Department of Housing and Urban Development and the reduction in funding from the "Department", has established minimum rents of \$50.00 per month for both its Section 8 and public housing programs. This minimum will apply even if 30% of the adjusted monthly household income is less than \$50.00. This policy will become effective for all new admissions and recertifications on April 1, 2005, unless notification from HUD is received prior to that date indicating that the change is not approved. This change will effect only those tenants/participants whose rent or share of the Section 8 payment standard, when calculated on the basis of their household incomes, are, or would be less than \$50.00 per month.

The minimum rent provisions contained in QHWARA require that agencies adopting minimum rents grant waivers to tenants/participants in certain "hardship" circumstances. This policy will define the circumstances that the

Knox County Housing Authority will recognize as hardships which warrant the waiver of the established minimum rent and the period of time for which such waivers will remain in effect.

DEFINITION OF A HARDSHIP WARRANTING A WAIVER:

To be considered for a waiver of the minimum rent requirement a tenant/participant household must demonstrate that it is experiencing a financial crisis due to involuntary obligations significantly in excess of those of other households, of a similar size and with a similar income stream, served by the housing authority. The household must demonstrate that it has not made purchases of, or financial commitments for, items or services of a non-essential nature within the past 90 days and that it has taken all reasonable steps to reduce unnecessary expenditures during the period in which it experienced the financial crises for which the waiver is requested. Items and services considered unnecessary include, but are not limited to: cable television service, satellite television or radio service, internet service, more than one telephone line or service, or any premium telephone service, tobacco products, alcoholic beverages, pets, vacations and pleasure trips, rental or purchase of audio and video entertainment equipment, and expenses associated with ownership of more than one motor vehicles (*unless need for additional motor vehicle for employment, training, or access to health care can be documented*). Fines imposed on any household member by a court of law, accumulated utility bills, and retro-active child support will not be considered justification for a waiver of the minimum rent.

Circumstances which would be considered to contribute to a household financial crises warranting a waiver of the minimum rent payment would include, but might not be limited to: significant, unreimbursed medical expenses, expenses associated with the death of a household member, repair or replacement of an automobile required to get to and from places of employment or health care providers. (*The value of all vehicles purchased should not exceed the annual income of the household.*)

WAIVER REQUEST PROCESS

Requests for waivers of minimum rent must be submitted in writing to the administrative offices of the Knox County Housing Authority. They must explain the exact nature of the hardship and the particular expense or financial obligation that resulted in the household no longer being able to afford to pay the minimum rent.

Request for waivers must be accompanied by the following:

- 1) A listing of the amounts and sources of the household's current income
- 2) A listing of all of the household's current financial obligations and routine expenditures
- 3) A statement that no member of the household has made purchase or financial obligations of a

non-essential nature, as outlined above, within the past 90 days

VERIFICATION

To qualify for a waiver or deferment of the \$50.00 minimum rent requirement the members of the requesting household over the age of 18 years must sign informational release forms authorizing the Knox County Housing Authority to obtain account information directly from all entities to which members of that household may be financially obligated including businesses marketing any form of subscription entertainment or communication services such as: Insight Cable Television, Dish network, Direct TV, Verizon Wireless, U.S. Cellular, Gallatin River Communications, Frontier Communications.

No request for waiver of the minimum rent will be considered until all necessary information and documentation has been received. The Knox County Housing Authority reserves the right to make reasonable requests for any additional documentation or information it may deem necessary in order to make a fair determination.

RETROACTIVE WAIVERS

Requests for retroactive waivers of minimum rents may be granted. In no case shall more than two month's minimum rent be waived retroactively dating back from the date the request for a waiver is made.

LENGTH OF WAIVER

The maximum period of time a waiver of the minimum rent may be granted is six months, including any retroactive waivers. Actual waiver length will vary with the financial circumstances of the household as determined by the Knox County Housing Authority. Additional rent waivers may be granted if fully justified. Requests for such extensions must be supported by updated versions of all of the documentation required for the original waiver.

DEFERMENT OF THE MINIMUM RENT

A temporary deferment of the \$50.00 minimum rent may, at the complete discretion of the Authority, be granted a household for up to 90 days if that household awaits scheduled income or incurs reimbursable expenses for items and/or services related to health care, education and training, or employment-related purposes (*travel expenses, etc.*) At the time a deferment of minimum rent is granted the tenant/recipient will be required to sign a statement indicating when the reimbursement is anticipated and agreeing to pay all deferred amounts when that reimbursement is received or within 90 days, whichever comes first. If the tenant/recipient does not receive the reimbursement within the 90 day period, and can so document, a time extension may be granted. Any deferred rent that is not paid by the end of the deferment period, including any extensions to it, shall become due and payable immediately and the Authority's policies regarding delinquent rent will be followed.

REVOCAION OF MINIMUM RENT WAIVERS AND DEFERMENTS

The housing authority reserves the right to revoke a waiver or deferment of the minimum rent and require the immediate payment of all waived or deferred rent if it becomes aware that any member of a household which has been granted a waiver or deferment has made purchases or financial commitments of a non-essential nature, as defined above, during the term of a waiver or deferment or that it provided false documentation of its need for a waive or deferment.

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

- 1. 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)

- No for all developments
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)_____
 - Other (list below)
- Increases in income must be reported as they occur but rent will only be adjusted per provisions of QHWRA.

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.)
- X 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
 - X Above 100% but at or below 110% of FMR
 - Above 110% of FMR (if HUD approved; describe circumstances below)
- The Knox County Housing Authority has been approved by HUD for success rate payment standards set at the 50th percentile of areas rents. However, in keeping with recommendations included in HUD Notice 2004-7, we will no longer approve payment standards that exceed 110% of the 40th percentile of area median rents as published by HUD from time to time.
- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply) N/A
- 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)
- X FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area

Reflects market or submarket

X To increase housing options for families

X Other (list below)

To assure that assisted families have maximum opportunity to lease housing anywhere in the jurisdiction.

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

X 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)

X Success rates of assisted families

X 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

X \$26-\$50

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

5. Operations and Management

[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)

X 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	410	40%
Section 8 Vouchers	280	30%
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)

- Public Housing Admissions & Continued Occupancy Plan
- Lease / House Rules
- Employment / Hiring Policy
- Banning Policy
- Procurement Policy
- Capitalization Policy
- Disposition of Excess Property Policy
- Funds Transfer Policy

Investment Policy
Tenant Use of Community Space Policy

- (2) Section 8 Management: (list below)
Section Eight Administrative Plan

6. PHA Grievance Procedures

[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)
- X 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)
- X 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)

-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)

-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)

**Component 7
Capital Fund Program Annual Statement
Component 7
Capital Fund Program Annual Statement
Parts I, II, and II**

**Annual Statement
Capital Fund Program (CFP) Part I: Summary**

Capital Fund Grant Number 50106 FFY of Grant Approval: (10/01/06)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	0
3	1408 Management Improvements	
4	1410 Administration	5,921
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	65,000
8	1440 Site Acquisition	
9	1450 Site Improvement	465,250
10	1460 Dwelling Structures	328,325
11	1465.1 Dwelling Equipment-Nonexpendable	40,000
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	1498 Mod Used for Development	
19	1501 Collaterization or Debt Service	
20	1502 Contingency	
21	Amount of Annual Grant (Sum of lines 2-19)	904,496
22	Amount of line 20 Related to LBP Activities	
23	Amount of line 20 Related to Section 504 Compliance	
24	Amount of line 20 Related to Security	
25	Amount of line 20 Related to Energy Conservation Measures	

Annual Statement

Capital Fund Program (CFP) Part II: Summary

Development	General Description of Major Work	Development	Total
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Number/Name HA-Wide Activities	Categories	Account Number	Estimated Cost
Admin	Sundry	1410	5,921
Fees & Costs	A & E Services	1430	65,000
<u>85-1</u> Moon Towers	Landscape	1450	25,000
	Replace trash compactor	1460	67,500
<u>85-2</u> Scattered Sites	Site Work - concrete at sites B & C	1450	440,250
<u>85-6</u> Bluebell Tower	Replace windows	1460	225,000
	Replace trash compactor	1460	32,000
	Replace smoke detectors in units	1460	3,825
	Replace refrigerators	1465	18,000
	Replace air conditioners	1465	22,000

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

Mgmt. Improvements	09/30/08	09/30/10
Admin	09/30/08	09/30/10
85-1 Moon Towers	09/30/08	09/30/10
85-2 Scattered Sites	09/30/08	09/30/10
85-6 Bluebell Tower	09/30/08	09/30/10
Office Building	09/30/08	09/30/10

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 X 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 X 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 X 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 X No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to 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 Disposition
3. Application status (select one) Approved Submitted, pending approval Planned application
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected:
6. Coverage of action (select one) Part of the development 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. : X Yes 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 Occupancy by families with disabilities Occupancy by only elderly families and families with disabilities
3. Application status (select one) Approved; included in the PHA's Designation Plan Submitted, pending approval Planned application
4. Date this designation approved, submitted, or planned for submission: <u>(03/31/2007)</u>
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> X New Designation Plan Revision of a previously-approved Designation Plan?
6. Number of units affected: 97
7. Coverage of action (select one) Part of the development 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?

<p>Assessment underway Assessment results submitted to HUD Assessment results approved by HUD (if marked, proceed to next question) Other (explain below)</p>
<p>3. Yes No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)</p>
<p>4. Status of Conversion Plan (select the statement that best describes the current status) Conversion Plan in development Conversion Plan submitted to HUD on: (DD/MM/YYYY) Conversion Plan approved by HUD on: (DD/MM/YYYY) Activities pursuant to HUD-approved Conversion Plan underway</p>
<p>5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) Units addressed in a pending or approved demolition application (date submitted or approved:) Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) Requirements no longer applicable: vacancy rates are less than 10 percent Requirements no longer applicable: site now has less than 300 units Other: (describe below)</p>

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 X 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: HOPE I 5(h) Turnkey III Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) Approved; included in the PHA’s Homeownership Plan/Program Submitted, pending approval 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) Part of the development Total development

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each

program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

X 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)

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

b. PHA-established eligibility criteria

Yes X 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

[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:

X 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? 09/05/2000

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

- X Client referrals
- X Information sharing regarding mutual clients (for rent determinations and otherwise)
- X 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)

- X Public housing rent determination policies
- X Public housing admissions policies
- X 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
- X Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

X 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)
GED test preparation classes	5-8	First come	family housing site	KCHA resident
Structured After-School program	75 youth	All KCHA youth	3 family housing sites	KCHA resident
Summer Day Camp	75 youth	All KCHA youth	3 family housing sites	KCHA resident
Parent “Time Out” lunches	25-30	All families invt	Family housing site	KCHA resident
Computer literacy classes	12-12	First come	Family housing site	KCHA resident

(2) Family Self Sufficiency program/s .

N/A

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)
- X Adopting appropriate changes to the PHA’s public housing rent determination policies and train staff to carry out those policies
 - X Informing residents of new policy on admission and reexamination
 - X Actively notifying residents of new policy at times in addition to admission and reexamination.
 - X Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
 - X Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

13. PHA Safety and Crime Prevention Measures

[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)

- X High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- X 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
- X 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
- X Other (describe below)
Presence of "guests" and unreported live-ins with ties to drug activity

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).

- X Safety and security survey of residents
- X 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
- X Resident reports
- X PHA employee reports
- X Police reports
- X Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
Other (describe below)

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

IL085-2

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)

- X Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- X Crime Prevention through Environmental Design

- X Activities targeted to at-risk youth, adults, or seniors
Volunteer Resident Patrol/Block Watchers Program
- X Other (describe below)
"Crimestoppers", Neighborhood Watch

2. Which developments are most affected? (list below)
IL085-2

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)

- X Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- X Police provide crime data to housing authority staff for analysis and action
- X Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- X Police regularly testify in and otherwise support eviction cases
- X Police regularly meet with the PHA management and residents
- X 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)
IL085-2

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

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

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

3. Description of Resident Election Process

- a. Nomination of candidates for place on the ballot: (select all that apply)
Candidates were nominated by resident and assisted family organizations
Candidates could be nominated by any adult recipient of PHA assistance
Self-nomination: Candidates registered with the PHA and requested a place on ballot
Other: (describe)
- b. Eligible candidates: (select one)
Any recipient of PHA assistance
Any head of household receiving PHA assistance
Any adult recipient of PHA assistance
Any adult member of a resident or assisted family organization
Other (list)
- c. Eligible voters: (select all that apply)
All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
Representatives of all PHA resident and assisted family organizations
Other (list)

C. Statement of Consistency with the Consolidated Plan

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

- 1. Consolidated Plan jurisdiction: (State of Illinois)

- 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)
 - X The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
 - X The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
 - X 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.

Attachments

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

Annual Statement /Performance and Evaluation Report

U. S. Department of Housing
and Urban Development

OMB Approval No. 2577-0157 (7/98)

Comprehensive Grant Program (CGP)

Part I: Summary

Office of Public and Indian Housing

HA Name Knox County Housing Authority	Comprehensive Grant Number IL06-P085-50103	FFY of Grant Approval 2003
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Original Annual Statement
 Reserve for Disaster/Emergencies
 Revised Annual Statement/Revision Number ____
 Performance and Evaluation Report for Program Year Ending 20 **09/30/05**
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (2)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (may not exceed 10% of 19)	\$0.00	\$0.00	\$0.00	\$0.00
3	1408 Management Improvements	\$104,600.00	\$13,500.00	\$12,921.00	\$12,921.00
4	1410 Administration	\$83,090.00	\$52,590.00	\$48,145.00	\$48,145.00
5	1411 Audit	\$0.00	\$0.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$54,000.00	\$54,000.00	\$87,308.00	\$39,312.00
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$0.00	\$28,500.00	\$8,343.00	\$8,343.00
10	1460 Dwelling Structures	\$517,500.00	\$611,300.00	\$579,300.00	\$534,411.00
11	1465.1 Dwelling Equipment-Nonexpendable	\$221,500.00	\$45,237.00	\$79,110.00	\$53,980.00
12	1470 Nondwelling Structures	\$0.00	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$10,000.00	\$10,000.00	\$0.00	\$0.00
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1495.1 Relocation Cost	\$0.00	\$0.00	\$0.00	\$0.00
16	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00
17	1498 Mod Used for Development	\$0.00	\$0.00	\$0.00	\$0.00
18	1502 Contingency (may not exceed 8% of 19)	\$0.00	\$0.00	\$0.00	\$0.00
19	Amount of Annual Grant (Sum of lines 2-19)	\$990,690.00	\$815,127.00	\$815,127.00	\$697,112.00
20	Amount of line 19 Related to LBP Activities	\$0.00		\$0.00	\$0.00
21	Amount of line 19 Related to Section 504 Compliance	\$0.00		\$0.00	\$0.00
22	Amount of line 19 Related to Security	\$0.00		\$0.00	\$0.00
23	Amount of line 19 Related to Energy Conservation	\$0.00		\$0.00	\$0.00

Signature of Executive Director and Date X	Signature of Public Housing Director or Office of Native American Programs Administrator & Date: X
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1 To be completed for the Performance & Evaluation Report or a Revised Annual Statement
2 To be completed for the Performance & Evaluation Report

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (2)	Funds Obligated (2)	Funds Expended (2)	
HA-Wide Mgmt. Improvmts	Staff Training	1408		\$12,000.00	\$0.00	\$0.00	\$0.00	
	Resident Initiatives Coordinator	1408		\$47,000.00	\$0.00	\$0.00	\$0.00	
	Resident Programs	1408		\$40,000.00	\$575.00	\$575.00	\$575.00	100%
	Physical Needs Assessment/Energy Audit	1408		\$5,600.00	\$13,500.00	\$12,346.00	\$12,346.00	100%
	Total 1408			\$104,600.00	\$14,075.00	\$12,921.00	\$12,921.00	
Admin	Mod. Coord, Ex. Dir. & Clerical	1410		\$80,500.00	\$50,000.00	\$47,195.00	\$47,195.00	100%
	Sundry	1410		\$2,590.00	\$2,590.00	\$950.00	\$950.00	100%
	Total 1410			\$83,090.00	\$52,590.00	\$48,145.00	\$48,145.00	
Fees and Costs	A & E Services	1430		\$48,000.00	\$48,000.00	\$102,781.00	\$39,312.00	
	Consultant	1430		\$6,000.00	\$6,000.00	\$0.00	\$0.00	
	Total 1430			\$54,000.00	\$54,000.00	\$102,781.00	\$39,312.00	
	Computer Upgrade	1475		\$5,000.00	\$5,000.00	\$0.00	\$0.00	
Mtce. Program	1475		\$5,000.00	\$5,000.00	\$0.00	\$0.00		
Total 1475			\$10,000.00	\$10,000.00	\$0.00	\$0.00		

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X

X

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
(2) To be completed for the Performance and Evaluation Report

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (2)	Funds Obligated (2)	Funds Expended (2)	
85-1	Clean, repair & seal parking lots	1450		\$0.00	\$10,000	\$8,343	\$8,343	100%
				\$0.00	\$10,000.00	\$8,343.00	\$8,343.00	
	Replace fire alarm system	1460		\$87,000.00	\$0.00	\$0.00	\$0.00	moved- 5 yr plan
	Clean, repair and paint stairwells	1460		\$32,000.00	\$32,000.00	\$28,694.00	\$0.00	
	Replace bi-fold closet doors in each unit	1460		\$142,500.00	\$0.00	\$0.00	\$0.00	moved- 5 yr plan
	Install window treatment	1460		\$95,000.00	\$0.00	\$0.00	\$0.00	" "
	Replace comm. Room closet doors	1460		\$7,500.00	\$0.00	\$0.00	\$0.00	" "
	Remove and replace asbesto flooring	1460		\$0.00	\$6,649.00	\$6,649.00	\$6,649.00	100%
				\$364,000.00	\$38,649.00	\$35,343.00	\$6,649.00	
	Install individual heat controls in units	1465		\$114,000.00	\$0.00	\$0.00	\$0.00	moved to 50203
	Rebalance air handler and replace contro	1465		\$11,500.00	\$0.00	\$0.00	\$0.00	moved to 50104
	Replace boiler controls	1465		\$20,000.00	\$0.00	\$0.00	\$0.00	" "
	Replace appliances	1465		\$0.00	\$10,230.00	\$28,230.00	\$21,730.00	
				\$145,500.00	\$10,230.00	\$28,230.00	\$21,730.00	
	Total 85-1				\$509,500.00	\$58,879.00	\$36,573.00	\$36,722.00

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X

X

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 (2) To be completed for the Performance and Evaluation Report

Comprehensive Grant Program (CGP)

Part II: Supporting Pages

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (2)	Funds Obligated (2)	Funds Expended (2)	
85-2 Scattered Sites	Replace concrete	1450	190	\$0.00	\$18,500	\$0	\$0	moved-5yr plan
				\$0.00	\$18,500.00	\$0.00	\$0.00	
	replace kitchen and bathroom faucets	1460		\$71,500.00	\$0.00	\$0.00	\$0.00	
	Asbestos Abatement/Flooring	1460		\$0.00	\$28,573.00	\$28,573.00	\$12,381.00	
	Install porches and patios	1460		\$0.00	\$515,384.00	\$515,384.00	\$515,384.00	
				\$71,500.00	\$543,957.00	\$543,957.00	\$527,765.00	
	replace refrigerators	1465		\$76,000.00	\$22,182.00	\$35,586.00	\$17,600.00	
		\$76,000.00	\$22,182.00	\$35,586.00	\$17,600.00			
Total 85-2				\$147,500.00	\$584,639.00	\$579,543.00	\$545,365.00	

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X

X

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
(2) To be completed for the Performance and Evaluation Report

Comprehensive Grant Program (CGP)

Part II: Supporting Pages

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (2)	Funds Obligated (2)	Funds Expended (2)	
IL 85-6 Bluebell	Replace fire alarm system	1460		\$82,000.00	0.00	0.00	0.00	moved-5yr plan
		1460		\$0.00	0.00	0.00	0.00	
				\$82,000.00	\$0.00	\$0.00	\$0.00	
	Replace ranges	1465		\$0.00	12,825.00	15,294.00	14,650.00	
				\$0.00	0.00	0.00	0.00	
				\$0.00	\$12,825.00	\$15,294.00	\$14,650.00	
	Total 85-6			\$82,000.00	\$12,825.00	\$15,294.00	\$14,650.00	

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X

X

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 (2) To be completed for the Performance and Evaluation Report

Comprehensive Grant Program (CGP)

Part III: Implementation Schedule

Development Number/ Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
Mgmt. Improvements	09/30/05			09/30/07			
Res. Initiatives Coordinator	09/30/05			09/30/07			
Res. Programs	09/30/05			09/30/07			
Administration	09/30/05			09/30/07			
HA Wide	09/30/05			09/30/07			
85-1 Moon Towers	09/30/05			09/30/07			
85-2 Scattered Sites	09/30/05			09/30/07			
85-6 Bluebell Tower	09/30/05			09/30/07			
Signature of Executive Director and Date				Signature of Public Housing Director or Office of Native American Programs Administrator and Date			
X				X			

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
(2) To be completed for the Performance and Evaluation Report

Annual Statement /Performance and Evaluation Report

U. S. Department of Housing and Urban Development

OMB Approval No. 2577-0157 (7/98)

Comprehensive Grant Program (CGP)

Part I: Summary

Office of Public and Indian Housing

HA Name Knox County Housing Authority	Comprehensive Grant Number IL06-P085-50203	FFY of Grant Approval 2003
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- Original Annual Statement
 Reserve for Disaster/Emergencies
 Revised Annual Statement/Revision Number __1__
 Performance and Evaluation Report for Program Year Ending **06/30/05**
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (may not exceed 10% of 19)	\$0.00		\$0.00	\$0.00
3	1408 Management Improvements			\$0.00	\$0.00
4	1410 Administration			\$0.00	\$0.00
5	1411 Audit	\$0.00		\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00		\$0.00	\$0.00
7	1430 Fees and Costs				\$0.00
8	1440 Site Acquisition	\$0.00		\$0.00	\$0.00
9	1450 Site Improvement	\$0.00		\$0.00	\$0.00
10	1460 Dwelling Structures	\$162,451.00		\$0.00	\$0.00
11	1465.1 Dwelling Equipment-Nonexpendable	\$0.00		\$0.00	\$0.00
12	1470 Nondwelling Structures	\$0.00		\$0.00	\$0.00
13	1475 Nondwelling Equipment			\$0.00	\$0.00
14	1485 Demolition	\$0.00		\$0.00	\$0.00
15	1495.1 Relocation Cost	\$0.00			
16	1490 Replacement Reserve	\$0.00		\$0.00	\$0.00
17	1498 Mod Used for Development	\$0.00		\$0.00	\$0.00
18	1502 Contingency (may not exceed 8% of 19)	\$0.00		\$0.00	\$0.00
19	Amount of Annual Grant (Sum of lines 2-19)	\$162,451.00		\$0.00	\$0.00
20	Amount of line 19 Related to LBP Activities	\$0.00		\$0.00	\$0.00
21	Amount of line 19 Related to Section 504 Compliance	\$0.00		\$0.00	\$0.00
22	Amount of line 19 Related to Security	\$0.00		\$0.00	\$0.00
23	Amount of line 19 Related to Energy Conservation	\$0.00		\$0.00	\$0.00

Signature of Executive Director and Date X	Signature of Public Housing Director or Office of Native American Programs Administrator & Date: X
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1 To be completed for the Performance & Evaluation Report or a Revised Annual Statement
 2 To be completed for the Performance & Evaluation Report

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
85-1 Moon Towers	Install individual heat controls	1460	190	\$162,451.00				
				\$162,451.00				

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X

X

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
(2) To be completed for the Performance and Evaluation Report

Comprehensive Grant Program (CGP)

Part III: Implementation Schedule

Development Number/ Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
85-1 Moon Towers	09/30/05			09/30/07			

Signature of Executive Director and Date
X

Signature of Public Housing Director or Office of Native American Programs Administrator and Date
X

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
(2) To be completed for the Performance and Evaluation Report

Annual Statement /Performance and Evaluation Report

U. S. Department of Housing
and Urban Development

OMB Approval No. 2577-0157 (7/98)

Comprehensive Grant Program (CGP)

Part I: Summary

Office of Public and Indian Housing

HA Name Knox County Housing Authority	Comprehensive Grant Number IL06-P085-50104	FFY of Grant Approval 2004
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Original Annual Statement
 Reserve for Disaster/Emergencies
 Revised Annual Statement/Revision Number __1__
 Performance and Evaluation Report for Program Year Ending **09/30/05**
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (may not exceed 10% of 19)	\$0.00		\$0.00	\$0.00
3	1408 Management Improvements	\$70,100.00		\$0.00	\$0.00
4	1410 Administration	\$83,604.00		\$0.00	\$0.00
5	1411 Audit	\$0.00		\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00		\$0.00	\$0.00
7	1430 Fees and Costs	\$48,000.00			\$0.00
8	1440 Site Acquisition	\$0.00		\$0.00	\$0.00
9	1450 Site Improvement	\$45,000.00		\$0.00	\$0.00
10	1460 Dwelling Structures	\$566,300.00		\$0.00	\$0.00
11	1465.1 Dwelling Equipment-Nonexpendable	\$131,000.00		\$0.00	\$0.00
12	1470 Nondwelling Structures	\$0.00		\$0.00	\$0.00
13	1475 Nondwelling Equipment			\$0.00	\$0.00
14	1485 Demolition	\$0.00		\$0.00	\$0.00
15	1495.1 Relocation Cost	\$0.00		\$0.00	\$0.00
16	1490 Replacement Reserve	\$0.00		\$0.00	\$0.00
17	1498 Mod Used for Development	\$0.00		\$0.00	\$0.00
18	1502 Contingency (may not exceed 8% of 19)	\$0.00		\$0.00	\$0.00
19	Amount of Annual Grant (Sum of lines 2-19)	\$944,004.00		\$0.00	\$0.00
20	Amount of line 19 Related to LBP Activities	\$0.00		\$0.00	\$0.00
21	Amount of line 19 Related to Section 504 Compliance	\$0.00		\$0.00	\$0.00
22	Amount of line 19 Related to Security	\$0.00		\$0.00	\$0.00
23	Amount of line 19 Related to Energy Conservation	\$0.00		\$0.00	\$0.00

Signature of Executive Director and Date X	Signature of Public Housing Director or Office of Native American Programs Administrator & Date: X
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Comprehensive Grant Program (CGP)

Part II: Supporting Pages

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual	Total Actual	of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Obligated (2)	
Mgmt. Improv.	Staff Training	1408		6,000		\$0.00	\$0.00	
	Resident Initiatives Coordinator	"		52,000		\$0.00	\$0.00	
	Physical Needs Assessment	"		5,600		\$0.00	\$0.00	
	Office Furniture	"		6,500		\$0.00	\$0.00	
Admin	Mod Cordinator, Ex. Dir., Clerical	1410		80,500		\$0.00	\$0.00	
	Suncry	"		3,104		\$0.00	\$0.00	
Fees & Costs	A & E Services	1430		48,000		\$0.00	\$0.00	
85-1 Moon Towers	Replace fire alarm system	1460		\$88,800.00		\$0.00	\$0.00	
	Replace bi-fold doors in units	"		\$112,500.00		\$0.00	\$0.00	
	Install window treatment	"		\$85,000.00		\$0.00	\$0.00	
	Replace community room closet doors	"		\$7,500.00		\$0.00	\$0.00	
	Install individual heat controls in units	"		\$198,500.00		\$0.00	\$0.00	
	Rebalance air handler & replace controls	1465		\$11,500.00		\$0.00	\$0.00	
	Replace boiler controls	"		\$40,000.00		\$0.00	\$0.00	
				\$543,800.00		\$0.00	\$0.00	
85-2 Scattered Sites	Replace kitchen and bathroom faucets	1460		\$71,500.00		\$0.00	\$0.00	
	Site Work-Concrete Replacement	1450		\$45,000.00		\$0.00	\$0.00	
				\$116,500.00		\$0.00	\$0.00	
85-6 Bluebell Tower	Replace fire alarm system	1460		\$82,000.00		\$0.00	\$0.00	
				\$82,000.00		\$0.00	\$0.00	

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X

X

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 (2) To be completed for the Performance and Evaluation Report

Comprehensive Grant Program (CGP)

Part III: Implementation Schedule

Development Number/ Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
HA Wide Mgmt. Improvement	09/30/06			09/30/08			
HA Wide Admin	09/30/06			09/30/08			
HA Wide Fees & Costs	09/30/06			09/30/08			
85-1 Moon Towers	09/30/06			09/30/08			
85-2 Scattered Sites	09/30/06			09/30/08			
85-6 Bluebell Tower	09/30/06			09/30/08			

Signature of Executive Director and Date

X

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
(2) To be completed for the Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report

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

PHA Name: Knox County Housing Authority	Grant Type and Number Capital Fund Program Grant No: 50105 Replacement Housing Factor Grant No:	Federal FY of Grant: 2005
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 X Performance and Evaluation Report for Period Ending: 09/30/05
 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	12,500		0	0
4	1410 Administration	2,604		0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	42,000		0	0
8	1440 Site Acquisition				
9	1450 Site Improvement	194,600		0	0
10	1460 Dwelling Structures	21,000		0	0
11	1465.1 Dwelling Equipment—Nonexpendable	489,300		0	0
12	1470 Nondwelling Structures	142,492		0	0
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	904,496		0	0
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 III: Implementation Schedule

PHA Name: Knox County Housing Authority		Grant Type and Number Capital Fund Program No: 50105 Replacement Housing Factor No:				Federal FY of Grant: 2005	
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 Improv.	09/30/07			09/30/09			
Admin	09/30/07			09/30/09			
HA Wide	09/30/07			09/30/09			
85-1 Moon Towers	09/30/07			09/30/09			
85-2 Scattered Sites	09/30/07			09/30/09			
85-6 Bluebell Tower	09/30/07			09/30/09			
Office Building	09/30/07						

10.0 TENANT SELECTION AND ASSIGNMENT PLAN

10.1 PREFERENCES, SELECTION FROM THE WAITING LIST

The KCHA will select families from the waiting list based on the preference criteria shown below. In descending order, each preference criteria shall carry more weight than the cumulative total weight of all criteria below it on the list. *For example, a household meeting the KCHA criteria for a working preference but qualifying for none of the other preferences shall still be selected before households qualifying for any or all of the lesser preferences.*

A) Applicant households where the head, or co-head if applicable, is currently, and has continuously been, gainfully employed for at least 12 months immediately prior to the date of that household's application and has worked an average of 20 hours each week during that period will receive the highest preference priority for admission. To claim this preference the household must document that either the head, or co-head of that household has been continuously employed for the 12-month period prior to the date of the offer of a dwelling unit and, must also document that the head or co-head of that household has actually worked an average of 20 hours each week during the 12-month period immediately prior to the date of the offer of a dwelling unit. Applicant households where the head of the household is 62 years of age or older or is disabled will receive this working preference.

B) Applicant households with a physical residence in Knox County Illinois or in which the head or co-head is employed in Knox County at the time their application is submitted. To establish eligibility for preference on the basis of employment in Knox County applicants must provide documentation from a bona-fide employer in the form of a written statement from that employer or paycheck stubs documenting that the head of household, or the co-head of the household is gainfully employed and scheduled to work for an average of at least 20 hours per week.

To establish eligibility for preference as a resident of Knox County the applicant household must demonstrate that they have a physical residence in Knox County. Physical residence shall be defined as a domicile with a mailing address, other than a post office box, for which the applicant can produce one or more of the following: a lease or a purchase agreement, utility bills showing the claimed residence address, two pieces of first class mail addressed to a member of the applicant household at the claimed address. Households domiciled as guests in another household or in accommodations intended for transients such as hotels, motels, emergency shelter housing facilities, travel trailers, motor homes or campsites will not be considered to be residents of the county.

C) Applicant households in which one or more persons are veterans of any branch of the United States military or merchant marine with at least two years

of active service. A U.S. Department of Defense Form DD 214 or a current, active military identification card documenting service will be required of applicants wishing to claim this preference.

D) Applicant households which, at the time they apply, can document that are, or will within 90 days: be involuntarily displaced, or are about to be involuntarily displaced within 90 days because of:

Disaster, natural or otherwise

Government action

Owner / landlord action other than termination of tenancy for lease violation(s)

Hate crimes

Unit inaccessibility

Domestic / physical violence

Are currently residing in sub-standard housing such as housing that lacks functioning plumbing, heating or electrical systems and/or which is structurally unsound to the extent that the housing envelope does not adequately prevent incursion by precipitation or is in imminent danger of collapse.

Must spend more than 50% of their monthly income on monthly rent/mortgage payments and basic utilities (water, sewerage, electricity, and space heating fuel).

Notwithstanding the above, applicants who are elderly or disabled will be offered housing in developments primarily intended for the elderly and disabled before other single persons are housed in those developments. Where necessary to assure that the housing authority meets the federal requirement for 60% of its new admissions to have incomes below 30% of the area median, certain applicants on the may be moved ahead of others on the waiting list.

Buildings Designed for the Elderly and Disabled: Preference will be given to elderly and disabled families. If there are no elderly or disabled families on the list, preference will then be given to near-elderly families. If there are no near-elderly families on the waiting list, units will be offered to families who qualify for the appropriate bedroom size using these priorities. All such families will be selected from the waiting list using the preferences as outlined above.

Buildings Designated as Elderly Only Housing: In filling vacancies in developments designated primarily for elderly, first priority will be given to

elderly families. If there are no elderly families on the list, next priority will be given to the near-elderly. If there are no near-elderly, units will be offered to families who qualify for the appropriate bedroom size. Using these priorities, families will be selected from the waiting list using the preferences as outlined above.

Buildings Designated for Disabled Only Housing: In filling vacancies in developments primarily designated for persons with disabilities. First priority will be given to disabled families. If there are no disabled families on the list, next priority will be given to families who qualify for the appropriate bedroom size. Using these priorities, families will be selected from the waiting list using the preferences as outlined above.

Accessible Units: Accessible units will be first offered to families who have a documented need for the accessible features of those dwelling units. Applicants for these units will be selected utilizing the same preference system as outlined above. If there are no applicants who would benefit from the accessible features, the units will be offered to other applicants in the order that their names come to the top of the waiting list. Such applicants, however, must sign a release form stating they will accept a transfer (at their own expense) if, at a future time, a family requiring an accessible feature applies. Any family required to transfer will be given a 30-day notice.

Changes in preference status at any time, up to and including the time they are scheduled to lease, must be reported and properly documented by all applicants. Eligibility for all preferences will be re-assessed at such time as an applicant household is offered a housing unit and only preferences for which they qualify based on their current status will apply. Should an applicant household which met any preference criterion at the time their application was submitted no longer meet it when the household is offered a dwelling unit, preference under this criterion shall be withdrawn and the applicant household will be re-positioned on the waiting list based on their current preference eligibility.

VI. MEMBERSHIP OF PHA GOVERNING BOARD

MEMBERSHIP OF THE GOVERNING BOARD

NOVEMBER, 2005

Listed below are the members of the Knox County Housing Authority Board of Commissioners and their term expiration dates.

Ms. Carol Egan
167 North Lake Storey Rd.
Galesburg, IL 61401

Term Expiration: May 28, 2006
Filling unexpired term of Constant Johnson

Mr. Lomac Payton
545 West South Street
Galesburg, IL 61401

Term Expiration: May 28, 2008

Mr. Roger Peterson
1558 Bridge Avenue
Galesburg, IL 61401

Term expiration: May 28, 2007

Mr. Paul Way
107 S. McClure
Abingdon, IL 61410

Term Expiration: May 28, 2010
Filling the unexpired term of Ray Landon

Ms. Denise Basley
476 Michigan Avenue
Galesburg, IL 61401

Term Expiration: April 30, 2009
Resident Commissioner filling the
unexpired term of Harry Eaton)

All commissioners named to the Knox County Board of Commissioners are appointed by the Knox County Board

RESIDENT ADVISORY COUNCIL MEETING MINUTES

The meeting for the 2006 Agency Plan was held at Pizza House on Thursday, December 22, 2005, at 12:00 p.m. The following Resident Advisory Council members were found to be present.

PRESENT: Sheila Cook, Blue Bell resident
 Joseph Walker, Moon Towers resident
 Shannon Kilpatrick, Moon Towers resident
 Ilene Jackson, A site resident
 Lorie Remaly, B site resident

Also present were Donald Tomlin, Executive Director; and Margie Hulick, Assistant Director, Rita Hall, Mod Coordinator and Nishq Mody, Resident Services.

Mr. Tomlin presented the following information as the meeting began:

He announced that the Five Year Plan was complete and available for anyone to view if they would so choose. There will be a public meeting about the plan on December 26, 2005, at Moon Towers.

Mr. Tomlin explains that the most significant recommended change in the agency plan is to the preference system used to prioritize applicants on both the Housing Choice Voucher program and the Low Income Family Housing program waiting lists. The current system is based on date and time of application, a preference for living or working in Knox County at the time of application and a veteran's preference. In the recommended change the KCHA will select families based on the criteria shown below. In descending order, each preference criteria shall carry more weight than the cumulative weight of all the criteria below it on the list.

A) Applicant households with the head or co-head is currently and has been continuously employed for at least 12 months immediately prior to date of application and has worked an average of 20 hours each week.

B) Applicant household with a physical residence in Knox County **or** the head or co-head is employed (for an average of at least 20 hours /week) in Knox County at the time their application is submitted.

C) Applicant households in which one or more persons are veterans of any branch of the US military or merchant marine with at least two years of active service.

D) Applicant households which, at the time they apply, are or will be (within 90 days) involuntarily displaced due to: disaster, government action, owner/landlord action other than termination of tenancy for lease violations, hate crimes, unit inaccessibility, or domestic violence.

E) Applicants currently residing in sub-standard housing or who must spend more than 50% of their monthly income on monthly rent/mortgage payments plus basic utilities.

Changes in an applicant's preference status at any time will be cause to re-evaluate their position on the waiting list according to their most current status.

Mr. Tomlin further explained that the reason for proposing this modification to the waiting list priority system is to increase the total number of households the authority is able to serve. Under the current preference system households from outside of Knox County may come here, move into our public housing and then get a Section 8 Housing Choice voucher, which they often take back to where they came from. This practice results in one family being served twice thereby delaying or preventing other families' access to some form of housing assistance. By adding the need-based criteria we should see fewer households jumping between programs and causing high turn-over without having actually increasing the total number of households served.

Mr. Tomlin continued to explain another proposed change in the 2006 plan includes notification of our intention to apply for authorization to designate the "B" side of the Moon Tower complex for elderly only. No one would be required to move. The elderly would still be permitted to lease on the "A" side if they choose to do so. It is hoped that the designation will make the building more attractive to people in that age group and improve the overall occupancy.

Rita Hall presented the Capital Fund budget and work plan. She asked for everyone to look over it and invited questions. There was some discussion about the possibility of having security cameras on every floor of the high-rise buildings. Residents from those complexes in attendance generally agreed that they thought having them might be a good idea. Mr. Tomlin pointed out that the cost of purchasing and installing 50 cameras (two for each floor of both high rise developments) would be considerable. He continued that the ongoing monitoring all of the input from all of those cameras could constitute a serious, long-term financial burden to the housing authority.

In conclusion, the Resident Advisory Council meeting went rather well and ended at 12:55 p.m.

Respectfully submitted,

Margie Hulick
Assistant Director