

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

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# PHA Plan

Annual Plan for Fiscal Year 2006

## **LEBANON COUNTY HOUSING AUTHORITY**

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

**PHA Plan  
Agency Identification**

**PHA Name: Lebanon County Housing Authority**

**PHA Number: PA 052**

**PHA Fiscal Year Beginning: (mm/yyyy) 07/2006**

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2005 - 2009**

[24 CFR Part 903.5]

N/A

**A. Mission**

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

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

**B. Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
- Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other (list below)
- PHA Goal: Improve the quality of assisted housing  
Objectives:
- Improve public housing management: (PHAS score)
  - Improve voucher management: (SEMAP score)
  - Increase customer satisfaction:
  - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
  - Renovate or modernize public housing units:
  - Demolish or dispose of obsolete public housing:
  - Provide replacement public housing:
  - Provide replacement vouchers:

Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

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

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

PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing security improvements:
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

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

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

**Other PHA Goals and Objectives: (list below)**

**Annual PHA Plan**  
**PHA Fiscal Year 2006**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

N/A

**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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**Attachments**

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- Admissions Policy for Deconcentration
- FY 2006 Capital Fund Program Annual Statement (**ATTACHMENT F**)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled **ONLY**)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2006 Capital Fund Program 5 Year Action Plan (**ATTACHMENT G**)
- 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)

FY 2003 Capital Fund Program Annual Statement (**ATTACHMENT A**)  
 FY 2003 Supplement Capital Fund Program Annual Statement (**ATTACHMENT B**)  
 FY 2004 Capital Fund Program Annual Statement (**ATTACHMENT C**)  
 FY 2005 Capital Fund Program Annual Statement (**ATTACHMENT D**)

Organizational Chart (**ATTACHMENT H**)

## Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
N/A	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 <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination



<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
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
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
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)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ability	Size	Location
Income <= 30% of AMI	3349	5	5	5	3	4	4
Income >30% but <=50% of AMI	1700	4	4	4	3	4	4
Income >50% but <80% of AMI	610	4	4	4	3	4	3
Elderly	1593	2	2	3	3	5	3
Families with Disabilities	N/A	3	3	3	2	3	3
Race/Ethnicity	849	4	3	3	3	3	3
Race/Ethnicity	2603	4	3	3	3	3	3
Race/Ethnicity							
Race/Ethnicity							

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:
- 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 checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1251		78
Extremely low income <=30% AMI	911	72.82	
Very low income (>30% but <=50% AMI)	290	23.18	
Low income (>50% but <80% AMI)	50	4.34	
Families with children	569	45.48	
Elderly families	82	6.55	
Families with Disabilities	304	24.30	
Race White	1064	85.05	
Race Black	160	12.79	
Race Amer/Alask	5	.40	
Race Asian	4	.32	
Race Haw/PacIsl	5	.40	
Race Mixed	13	1.04	
Race Non-Hispanic	675	53.96	
Race Hispanic	576	46.04	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	600	44.51	
2 BR	422	34.98	

Housing Needs of Families on the Waiting List			
3 BR	152	14.92	
4 BR	58	4.42	
5+ BR	19	1.18	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	971		117
Extremely low income <=30% AMI	691	71.16	
Very low income (>30% but <=50% AMI)	277	28.53	
Low income (>50% but <80% AMI)	0	0	
Families with children	672	69.31	
Elderly families	299	30.79	
Families with Disabilities			
Race White	832	85.68	
Race Black	113	12.26	
Race Amer/Alask	4	.41	
Race Asian	3	.31	
Race Haw/PacIsl	2	.21	
Race Mixed	11	1.13	
Race Non-	531	54.69	

Housing Needs of Families on the Waiting List			
Hispanic			
Race Hispanic	440	45.31	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?		<b>29 Months</b>	
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> 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 <input type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

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

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

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

Select all that apply

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

- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

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

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

Select all that apply

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

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

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

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

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

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

Select if applicable

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

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

## 2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2006 grants)</b>		
a) Public Housing Operating Fund	1,146,038	
b) Public Housing Capital Fund	664,885	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	3,114,720	
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)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
CFP	1,178,224	
<b>3. Public Housing Dwelling Rental Income</b>	1,315,456	
<b>4. Other income (list below)</b>		
Laundry, vending, roof leasing	218,337	
<b>4. Non-federal sources (list below)</b>		



<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>Total resources</b>	7,637,660	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

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

##### **(1) Eligibility**

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)      **3 Months**
- Other: (describe)

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

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

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

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

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

##### **(2) Waiting List Organization**

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

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

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

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

c. 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**

N/A

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)

- One
- Two
- Three or More

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Other preferences: (select below)

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

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                      **1**

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing                      **1**
- Homelessness

High rent burden

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

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

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list) **any change in income**

**(6) Deconcentration and Income Mixing**

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

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

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

- Adoption of site-based waiting lists

If selected, list targeted developments below:

- Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

- Employing new admission preferences at targeted developments

If selected, list targeted developments below:

- Other (list policies and developments targeted below)

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

N/A

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

- Additional affirmative marketing  
 Actions to improve the marketability of certain developments  
 Adoption or adjustment of ceiling rents for certain developments  
 Adoption of rent incentives to encourage deconcentration of poverty and income-mixing  
 Other (list below)

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

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

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

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

## B. Section 8

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

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

### (1) Eligibility

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

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

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

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

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

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

Criminal or drug-related activity

Other (describe below)

**Landlord references if available**

**(2) Waiting List Organization**

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

None

Federal public housing

Federal moderate rehabilitation

Federal project-based certificate program

Other federal or local program (list below)

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

PHA main administrative office

Other (list below)

**(3) Search Time**

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

If yes, state circumstances below:

**A family may make a written request for an extension of the Voucher time period. All requests for extensions must be received prior to the expiration date of the Voucher. Extensions are permissible at the discretion of the PHA primarily for these reasons:**

**If the family needs an extension as a reasonable accommodation to make the program accessible to and usable by a family member with a disability. Multiple extensions may be granted as a reasonable accommodation.**

**Extenuating circumstances such as hospitalization or a family emergency for an extended period of time that has affected the family's ability to find a unit within the initial ninety-day period.**

**The PHA is satisfied that the family has made a reasonable effort to locate a unit, including seeking the assistance of the PHA, throughout the initial ninety-day period.**

**Unless approved by the Section 8 Supervisor, no more than one extension of 30 days will be granted.**

**(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

**Families with disabilities who are receiving active case management services from Lebanon County Mental Health/Mental Retardation, Veteran's Administration, or equivalent agency. This preference shall be limited so that a maximum of 15% of the total number of general use Housing Choice Vouchers available to the PHA are under lease to families granted this preference. This preference shall be worth two (2) points.**

**Families which require adaptive or accessible housing due to a physical impairment. This preference shall be worth three (3) points.**

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            **1**

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
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction            **3**
- 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)

**Families with disabilities who are receiving active case management services from Lebanon County Mental Health/Mental Retardation, Veteran's Administration, or equivalent agency. This preference shall be limited so that a maximum of 15% of the total number of general use Housing Choice Vouchers available to the PHA are under lease to families granted this preference. 2**

**Families which require adaptive or accessible housing due to a physical impairment. 1**

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**

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)

N/A

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

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

- Through published notices  
 Other (list below)

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

##### **A. Public Housing**

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

##### **(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent

(less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

**25% of adjusted monthly income for efficiency apartments at Washington Arms**

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

N/A

For the earned income of a previously unemployed household member

For increases in earned income

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

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

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

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

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

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

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

- Market comparability study
- Fair market rents (FMR)
- 95<sup>th</sup> 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)

**change in family composition**  
**decrease in income**

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

**(2) Flat Rents**

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

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

**B. Section 8 Tenant-Based Assistance**

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

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

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

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

**Inadequate funding from HUD. The Authority is forced to reduce the Payment Standard to keep the program solvent.**

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

N/A

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

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

- Annually
- Other (list below)

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

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

### **HUD funding**

### **(2) Minimum Rent**

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

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

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

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached.  
 A brief description of the management structure and organization of the PHA follows:

### **B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	369	78
Section 8 Vouchers	509	127
Section 8 Certificates	0	0
Section 8 Mod Rehab	0	0
Special Purpose Section 8 Certificates/Vouchers (list individually)	0	0
Public Housing Drug Elimination Program (PHDEP)	0	0
Other Federal Programs(list individually)		
<b>Section 202</b>	98	11

### **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)

**Admissions and Occupancy Policy**  
**Maintenance Plan**  
**Public Housing Lease**

(2) Section 8 Management: (list below)

**Section 8 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)

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

### **B. Section 8 Tenant-Based Assistance**

1.  Yes  No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

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

- PHA main administrative office  
 Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

## A. Capital Fund Activities

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

### (1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) **ATTACHMENT F**

-or-

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

### (2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) **ATTACHMENT G**

-or-

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

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

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
  - Revitalization Plan under development
  - Revitalization Plan submitted, pending approval
  - Revitalization Plan approved
  - Activities pursuant to an approved Revitalization Plan underway

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

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

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

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description            N/A

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.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected:



6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	<b>Stevens Towers</b>
1b. Development (project) number:	<b>PA 52-1B</b>
2. Designation type:	Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation <b>approved</b> , submitted, or planned for submission:	<u>(11-09-2005)</u>
5. If approved, will this designation constitute a (select one)	<input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:	<b>80</b>
7. Coverage of action (select one)	<input type="checkbox"/> 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 N/A

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.

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

- 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)

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**  
**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description N/A  
 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.)

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

5. Number of units affected:
6. Coverage of action: (select one)
- 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: N/A

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

- Yes  No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?  
If yes, list criteria below:

## 12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

### A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 29/07/03

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

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

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)


**(2) Family Self Sufficiency program/s**                      **N/A**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
<b>Program</b>	<b>Required Number of Participants (start of FY 2005 Estimate)</b>	<b>Actual Number of Participants (As of: DD/MM/YY)</b>
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?

N/A

If no, list steps the PHA will take below:

**C. Welfare Benefit Reductions**

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

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

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

Each adult resident of the LCHA’s public housing program (unless exempt under Section 512(c)(2) of the QHWRA) must contribute eight (8) hours per month of eligible community service, or participate in a qualified economic self-sufficiency program. This requirement will be administered in accordance with HUD regulations, the LCHA’s Public Housing Agency Plan and the following:

**1. LCHA Annual Determinations**

- a. For each resident subject to this requirement, the LCHA will review and determine the compliance of the resident under this section at least thirty (30) days before the end of each twelve (12) month lease term.
- b. Verification of compliance will be in accordance with the methods defined in the LCHA’s Public Housing Agency Plan.

**2. Notification of Noncompliance**

- a. Notification by the LCHA to the family of noncompliance with this requirement will be subject to the LCHA’s administrative grievance procedure.

**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)

N/A

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

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

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports

- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

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

N/A

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

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

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

**Washington Manor**

**C. Coordination between PHA and the police**

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

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

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

**ALL**

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2005 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

N/A



- 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 2005 in this PHA Plan?  
 Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

#### **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**LCHA's pet policy defines the types of pets that public housing residents are permitted to keep. Certain restrictions are placed on the number, types and sizes of animals that are permitted. Residents are required to pre-register their pets with the Authority. Pet registrations must be updated annually. Pet owners must identify an alternate person who agrees to take responsibility for the pet in the event that the resident moves, becomes ill or dies. All pet owners are required to pay a special security deposit to the Authority. The policy defines how LCHA will deal with violations of the pet policy, as well as circumstances involving the death of pets and the performance of maintenance work in dwelling units housing a pet.**

#### **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) **N/A**

- Attached at Attachment (File name)
- Provided below:

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

- 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)

**4. RAB membership**

1. **Beverly Kreiser, 1021 Brock Drive**
2. **Kathy Flory, 844 Jonestown Road**
3. **Linda Mellow, 232 S. 11<sup>th</sup> Street**
4. **Daniel Martes, 566 Cedar Court**
5. **Vernetta Pierce, 930 Willow Street, Apt. 2-H**
6. **Gary Lowe, 930 Willow Street, Apt. 6-G**
7. **John Hodges, 303 Chestnut St., Apt. 414**
8. **Robert Kessler, 303 Chestnut St., Apt. 418**
9. **Judith Smith, 550 Willow St., Apt. 2-DB**

**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 **N/A**

**Resident Board member is appointed by the County Commissioners**

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)

**d. Board membership**

<b>Robert DiMatteo</b>	<b>Chairman</b>	<b>Term Expires</b>	<b>2-9-2011</b>
<b>Mary Louise Sherk</b>	<b>Vice Chairman</b>	<b>Term Expires</b>	<b>2-9-2008</b>
<b>Neva Luttmann</b>	<b>Treasurer</b>	<b>Term Expires</b>	<b>2-9-2009</b>
<b>Antonia Deraco</b>	<b>Assistant Secretary</b>	<b>Term Expires</b>	<b>2-28-2010</b>
<b>Leroy Leach</b>	<b>Member</b>	<b>Term Expires</b>	<b>2-9-2007</b>

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

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

1. Consolidated Plan jurisdiction: (provide name here)

**COMMONWEALTH OF PENNSYLVANIA**

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

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

- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- 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.

##### **1. Progress meeting 5 year plan goals**

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

Progress: The Authority continues to explore opportunities for additional public and private resources.

Goal: Acquire or build units or developments

Progress: During the past year the Authority has been in active negotiations to purchase an existing rural development project. The outcome of these negotiations remain uncertain at this time. In addition, the Authority has formed a partnership with a local builder to explore construction of tax credit financed housing.

Goal: Improve public housing management (PHAS) score

Progress: The Authority's latest PHAS score was 87%. We will continue to work to improve our score to at least 90%.

Goal: Renovate or modernize public housing units

Progress: Major renovations are currently underway at one high rise facility. Significant infrastructure improvements are currently in design of a townhouse development.

Goal: Demolish or dispose of obsolete public housing

Progress: We will continue to study the long term viability of all our developments as we plan for the transition to asset based management.

Goal: Designate developments or building for particular resident groups

Progress: Approval to designate Stevens Towers as an elderly only facility was received from HUD on November 9, 2005.

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

For fiscal year 2005 69% of income received by public housing families came from wages. In addition, only 3% of income came from TANF. This data clearly demonstrates the Authority's success in assisting its residents to obtain employment.

Goal: Provide or attract supportive services to improve assistance recipient's employability

The Authority's social services department provides a variety of services to assist resident's in obtaining employment.

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

The Authority is proactive in ensuring that housing assistance is available to all qualified applicants. To facilitate access to housing for the disabled, the Authority has formed a partnership with several local agencies which provide services to individuals with disability. To ensure access to the minority Hispanic community the Authority operates the Hispanic Outreach Program for Lebanon County.

## **2. Criteria for Substantial Deviations and Significant Amendments.**

A substantial deviation or significant amendment or modification, which requires public notice and comment, will be required if a change is made to the Plan, or any component thereof, related to the following:

- Demolition or conversion of units;
- Implementation of a homeownership program;
- Additions of Non-Emergency work items with an estimated cost greater than 50% of the Authority's annual Comprehensive Grant (items not included in the current Annual Statement or 5-Year Action Plan.

Changes made to the Plan, or any component thereof, that do not relate to the above-mentioned issues will not be considered substantial or significant and will not require public notice and comment.

### **Attachments**

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

ATTACHMENT A

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name: Housing Authority of the County of Lebanon (PA)</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P0520103 Replacement Housing Factor Grant No:		<b>Federal FY of Grant: 2003</b>	
<b>Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies X Revised Annual Statement (revision no:3)</b>					
<b>X Performance and Evaluation Report for Period Ending: 12/31/05    xx Final Performance and Evaluation Report</b>					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	41,139	41,139	41,139	41,139
3	1408 Management Improvements Soft Costs	3,000	3,000	3,000	3,000
4	1410 Administration	63,500	63,500	63,500	63,500
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	30,000	30,597	30,597	30,597
8	1440 Site Acquisition				
9	1450 Site Improvement	100,500	380,658	380,658	380,658
10	1460 Dwelling Structures	357,686	110,818	110,818	110,818
11	1465.1 Dwelling Equipment—Nonexpendable	-0-			
12	1470 Nondwelling Structures	16,000	0	0	0
13	1475 Nondwelling Equipment	13,813	6,818	6,818	6,818
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency	10,892	-		
20	Amount of Annual Grant: (sum of lines.....)	636,530	636,530	636,530	636,530
21	Amount of line 20 Related to LBP Activities	-	0	0	0
22	Amount of line 20 Related to Section 504 com.	5,117	0	0	0
23	Amount of line 20 Related to Security –Soft Costs		0	0	0
24	Amount of Line 20 related to Security-- Hard Costs	-0-	0	0	0
25	Amount of line 20 Related to Energy Conservation Measures	166,000	16,117	16,117	16,117
26	Collateralization Expenses or Debt Service				

ATTACHMENT A

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>									
PHA Name: Housing Authority of the County of Lebanon			Grant Type and Number Capital Fund Program Grant No: PA26P0520103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
PHA Wide	Operations		1406		41,139	41,139	41,139	41,139	Complete
	Staff Training		1408		3,000	1,500	1,500	1,500	Complete
	Resident Initiatives Staff		1408		-	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	W/FY 04
	Total Mgmt Improve.				3,000	3,000	3,000	3,000	
PHA Wide	Administration		1410		63,500	63,500	63,500	63,500	Complete
PHA Wide	Fees and Costs		1430		20,000	20,122	20,122	20,122	Complete
	Agency Plan Update		1430	1	<u>10,000</u>	<u>10,475</u>	<u>10,475</u>	<u>10,475</u>	Complete
	Sub Total				30,000	30,597	30,597	30,597	
PHA Wide	Computer Upgrades		1475	3	6,813	0	0	0	Deleted
	Replace Copier		1475	1	<u>7,000</u>	<u>6,818</u>	<u>6,818</u>	<u>6,818</u>	Purchased
	Sub Total				13,813	6,818	6,818	6,818	
PHA Wide	Paint Vacant Rehab Units		1460	25	25,000	16,830	16,830	16,830	Complete
	Reasonable Accommodations		1460	To be deter	5,117	0	0	0	Deleted
	Contingency		1502		<u>10,892</u>	=	=	=	
	Sub Total				41,009	16,830	16,830	16,830	

ATTACHMENT A

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

PHA Name: Housing Authority of the County of Lebanon		Grant Type and Number Capital Fund Program Grant No: PA26P052103 Replacement Housing Factor Grant No:					Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
Webster Manor	Install canopy at Loading Dock	1470	1	7,500	0	0	0	To FY 06	
PA 52-1A	Replace Unit Load Centers	1460	5	20,000	0	0	0	To FY 06	
	Replace Boiler Room Doors	1460	50	-0-	-0-	0	0	To EPC	
	Replace Shower Surrounds	1460	100	96,250	23,056	23,056	23,056	Complete	
	Replace Refrigerators	1465.1	100	-0-	-0-	0	0	To EPC	
	Sidewalk Repairs	1450	1200 sf	10,000	94,911	94,911	94,911	Complete w/-03-2	
	ID Sign	1450	1	2,500	0	0	0	To FY 04	
	Remod. Community Bldg.	1470	1	-	0	0	0	To FY 07	
	Clean & Inspect Boilers	1460	51	-	4,080	4,080	4,080	Comp.from FY02	
	Replace electric transformer	1460	1	=	<u>12,037</u>	<u>12,037</u>	<u>12,037</u>	Comp F/FY 02	
	Sub Total Webster Manor			136,250	134,084	134,084	134,084		
Stevens Towers	Replace Concrete in Breezway	1450	1200 sf	<u>10,000</u>	<u>0</u>	0	0	To Bond	
PA 52-1B				10,000	0	0	0		
Modular Units	Replace 2 <sup>nd</sup> Floor Tile	1460	60	90,000	0	0	0	To FY 06	
PA 52-2	Replace Security Lights	1460	-	-0-	-0-	0	0	To EPC	
	Dryer Vents & Washing Mach.Cabinets	1460	60	24,000	0	0	0	To FY 06	
	Replace 1500' Sewer Lafayette St	1450	1500 lf	<u>40,000</u>	<u>33,519</u>	<u>33,519</u>	<u>33,519</u>	Completed	
	Sub Total Modular			154,000	33,519	33,519	33,519		
Washington Arms	Replace Refrigerators	1465.1	60	-0-				To EPC	
PA 52-3	Repoint/caulk masonry	1460	1	-0-	<u>0</u>	0	0	To FY 07	
	Sub Total Washington Arms			-0-	0	0	0		



ATTACHMENT A

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

PHA Name: Housing Authority of the County of Lebanon		Grant Type and Number Capital Fund Program Grant No: PA26P0952103 Replacement Housing Factor Grant No:					Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
					Original	Revised	Obligated	Expended		
Gloninger Mdws.	Paint Storage Sheds		1470	25	5,000	0	0	0	To FY 06	
PA 52-5	Sidewalk Repairs		1450	1200 sf	10,000	0	0	0	Comp FY 02	
	Clean & Inspect Furnaces		1460	25	2,000	-0-	0	0	To FY 01	
	Landscaping		1450	25	0	1,024	1,024	1,024	Comp w/FY02	
					17,000	1,024	1,024	1,024		
Scattered Sites	Sidewalk Repairs		1450	1200 sf	10,000	18,973	18,973	18,973	complete	
PA 52-6	Clean & Inspect Furnaces		1460	39	2,000	-0-	0	0	To FY 01	
					12,000	18,973	18,973	18,973		
Cedar Court	Paint Storage Sheds		1470	41	3,500	-0-	0	0	To FY 06	
PA 52-8	Replace Sewage Pump		1475	-	-0-	-0-	0	0	Deleted	
	Clean & Inspect Furnaces		1460	41	2,000	-0-	0	0	To FY 01	
	Replace Sidewalks		1450	2200 sf	18,000	26,570	26,570	26,570	Complete w/03-2	
	Replace entry & storm doors		1460	82	91,319	54,815	54,815	54,815	comp w/03S	
	Redecorate Community Building		1470	1	-0-	0	0	0	to FY 06	
	Sub Total Cedar Court				114,819	320,565	320,565	320,565		
	<b>TOTAL FY 2003</b>				<b>636,530</b>	<b>636,530</b>	<b>636,530</b>	<b>636,530</b>		

ATTACHMENT A

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>							
PHA Name: Housing Authority of the County of Lebanon		<b>Grant Type and Number</b> Capital Fund Program No: PA26P052103 Replacement Housing Factor No:				<b>Federal FY of Grant:</b> 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA Wide							
Management Improve.	Sept 2005		6/05	Sept 2007		11/05	
Administration	Sept 2005		5/04	Sept 2007		11/04	
Fees and Costs	Sept 2005		6/05	Sept 2007		11/05	
Nondwelling Equip.	Sept 2005		6/05	Sept 2007		11/05	
Paint & Accomoda.	Sept 2005		6/05	Sept 2007		11/05	
PA 52-1A Webster	Sept 2005		6/05	Sept 2007		11/05	
PA 52-1B Stevens	Sept 2005		6/05	Sept 2007		11/05	
PA 52-2 Modulars	Sept 2005		6/05	Sept 2007		11/05	
PA 52-3 Wash. Arms	Sept 2005		6/05	Sept 2007		11/05	
PA 52-5 Gloninger	Sept 2005		6/05	Sept 2007		11/05	
PA 52-6 Scat. Sites	Sept 2005		6/05	Sept 2007		11/05	
PA 52-8 Cedar Court	Sept 2005		6/05	Sept 2007		11.05	

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:  
Summary**

<b>PHA Name:</b> Housing Authority of the County of Lebanon	<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P05250203 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2003 Supplemental
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: 2)  
 Performance and Evaluation Report for Period Ending: 12/31/045  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	12,500	12,500	12,500	12,500
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	109,358	0	0	0
10	1460 Dwelling Structures	5,000	114,358	114,358	114,358
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines.....)	126,858	126,858	126,858	126,858
21	Amount of line 20 Related to LBP Activities	0	-	-	-
22	Amount of line 20 Related to Section 504 compliance	5,000	19,676	19,676	19,676
23	Amount of line 20 Related to Security –Soft Costs	0	-	-	-
24	Amount of Line 20 related to Security-- Hard Costs	0	-	-	-
25	Amount of line 20 Related to Energy Conservation	0	-	-	-
26	Collateralization Expenses or Debt Service	0	-	-	-

ATTACHMENT B

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>									
PHA Name: Housing Authority of the Co. of Lebanon			<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P0520203 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 2003 Supplemental</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PHA Wide	Administration		1410		12,500	12,500	12,500	12,500	Complete
PHA Wide	Reasonable Accomodations		1460	To be deter	5,000	0	0	0	Deleted
Webster Manor	Sidewalk Repairs		1450	7200 sf	59,358	0	0	0	To 03-1
PA52-1A	Tub Replacement		1460	100	-	12,972	12,972	12,972	Comp w/02
Scattered Sites	Sidewalk Repair		1450	2100 sf	17,500	0	0	0	To FY 03-1
PA 52-6									
Cedar Court	Sidewalk Replacement		1450	3900 sf	32,500	0	0	0	To FY 03-1
PA 52-9	Door Replacement		1460	84	0	19,676	19,676	19,676	Comp w/03
Stevens Towers	Asbestos Abatement		1460	100	0	81,710	81,710	81,710	Uw w/o4
PA 52-1B									
	<b>Total</b>				<b>126,858</b>	<b>126,858</b>	<b>126,858</b>	<b>126,858</b>	

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

PHA Name: Housing Authority of the Co. of Lebanon	<b>Grant Type and Number</b> Capital Fund Program No: PA26P05250203 Replacement Housing Factor No:	Federal FY of Grant: 2003 Supplemental
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA Wide	2/06		8/05	2/08		10/05	
Webster Manor	2/06		8/05	2/08		10/05	
Scattered Sites	2/06		8/05	2/08		10/05	
Cedar Court	2/06		8/05	2/08		10/05	
Stevens Towers		8/05	8/05		10/05	10/05	New activity to this year

ATTACHMENT C

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:  
Summary**

<b>PHA Name:</b> Housing Authority of the County of Lebanon	<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P0520104 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> <b>2004</b>
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**Original Annual Statement**  **Reserve for Disasters/ Emergencies**  **Revised Annual Statement (revision no: 1)**  
**xPerformance and Evaluation Report for Period Ending: 12/31/05**  **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			0	0
2	1406 Operations				
3	1408 Management Improvements Soft Costs	38,025	38,025	38,025	14,590
	Management Improvements Hard Costs				
4	1410 Administration	73,700	73,700	73,700	73,700
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	29,000	99,148	99,148	43,148
8	1440 Site Acquisition				
9	1450 Site Improvement	10,000	25,808	25,808	5,524
10	1460 Dwelling Structures	575,641	500,485	500,485	53,598
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	1,500	0	0	0
13	1475 Nondwelling Equipment	7,000	0	0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency	2,300	2,300	0	0
	Sub Total 2004 CF Grant	737,166	737,166	737,166	190,560
20	Amount of Annual Grant: (sum of lines 2-19)	737,166	0	0	0
21	Total including non-CFP Funds	737,166	0	0	0
22	Amount of line 20 Related to LBP Activities		0	0	0
23	Amount of line 20 Related to Section 504 compliance	10,000	25,808	25,808	5,524
24	Amount of line 20 Related to Security –Soft Costs	0	0	0	0
25	Amount of Line 20related to Security-- Hard Costs	0	0	0	0
26	Amount of line 20 Related to Energy Conservation Measures	12,000	279,608	279,608	8,644
	Collateralization Expenses or Debt Service	0	0	0	0

ATTACHMENT C

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>									
PHA Name: Housing Authority of the County of Lebanon			<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P0520104 Replacement Housing Factor Grant No:				<b>Federal FY of Grant:</b> 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligate	Expended	
PHA Wide	Resident Int. Staff		1408		\$32,925	32,925	32,925	14,590	U'way
	Resident Int. Program Costs		1408		1,100	1,100	1,100	0	"
	Staff Training		1408		3,000	3,000	3,000	0	"
	Vacancy Reduction Efforts		1408	79	1,000	1,000	1,000	0	"
					38,025	38,025	38,025	14,590	
PHA Wide	Administration		1410		73,700	73,700	73,700	73,700	Completed
PHA Wide	Fees & Costs		1430		20,000	97,348	97,348	43,148	U'way
	Agency Plan Update		1430		9,000	1,800	1,800	0	Contracted
					29,000	99,148	99,148	43,148	
PHA Wide	Computer Upgrades		1475	4	7,000	0	0	0	Deleted
	Paint Vacant Rehab Units		1460	30	25,000	5,860	5,860	3,495	U'way
	Replace Floor Tile Vacant Rhb. Units		1460	13	13,000	0	0	0	Deleted
	Reasonable Accommodations		1460	To be determ	10,000	0	0	0	Deleted
	Contingency		1502		2,300	0	0	0	NA
	Sub Total				57,300	5,860	5,860	3,495	
Webster Manor	Electri. Upgrade (transform. & services		1460	101	330,141	8,644	8,644	8,644	w/06
PA 52-1A	Boost Room Lighting		1470	6	1,500	0	0	0	To 06
	Sub Total Webster Manor				331,641	8,644	8,644	8,644	







ATTACHMENT D

<b>Annual Statement/Performance and Evaluation Report</b>						
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>						
<b>PHA Name: Housing Authority of the County of Lebanon</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26PO520105 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b>  <b>2005</b>	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/05 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations					
3	1408 Management Improvements Soft Costs	34,907	34,907	25,000	0	
	Management Improvements Hard Costs					
4	1410 Administration	66,488	66,488	50,000	30,967	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	21,259	21,259	0	0	
8	1440 Site Acquisition					
9	1450 Site Improvement	75,000	10,000	0	0	
10	1460 Dwelling Structures	0	532,231	0	0	
11	1465.1 Dwelling Equipment—Nonexpendable	78,800	0	0	0	
12	1470 Nondwelling Structures	262,231	0	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 Debt Service	125,000	0	0	0	
19	1502 Contingency	1,200	0	0	0	
20	Amount of Annual Grant: (sum of lines.....)	664,885	664,885	75,000	30,967	
21	Amount of line 20 Related to LBP Activities		0	0	0	
22	Amount of line 20 Related to Section 504 compliance	100,000	0	0	0	
23	Amount of line 20 Related to Security –Soft Costs		0	0	0	
24	Amount of Line 20 related to Security-- Hard Costs		0	0	0	
25	Amount of line 20 Related to Energy Conservation Measures	66,400	0	0	0	
26	Collateralization Expenses or Debt Service	125,000	0	0	0	

ATTACHMENT D

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>									
PHA Name: Housing Authority of the Co. of Lebanon			<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P0520105 Replacement Housing Factor Grant No:				<b>Federal FY of Grant:</b> 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
PHA Wide	Debt Service - Bond Payment		1499		125,000	0	0	0	To 06
PHA Wide	Resident Initiatives Staff		1408		33,907	33,907	25,000	0	Underway
PHA Wide	Administration		1410		66,488	66,488	50,000	30,967	Underway
PHA Wide	Fees & Costs		1430		19,464	19,464	0	0	Underway
	Agency Plan Update		1430		<u>1,795</u>	<u>1,795</u>	<u>0</u>	<u>0</u>	Contracted
					21,259	21,259	0	0	
PHA Wide	Vacancy Reduction Efforts		1408	79	1,000	1,000	0	0	Underway
	Sidewalk Repairs		1450	1200 sf	<u>10,000</u>	<u>10,000</u>	<u>0</u>	<u>0</u>	In design
					11,000	11,000	0	0	
PHA Wide	Contingency		1502		1,200	0	0	0	Allocated
Webster Manor	Replace Sidewalks		1450	7500 sf	65,000	0	0	0	To 06
PA 52-1A	Replace Ranges		1465.1	101	40,000	0	0	0	To 06
	Enlarge Community Building		1470	1,000 SF	100,000	0	0	0	To 06
	Accessibility Improvements Comm Bldg		1470	Doors&Rp.	50,000	0	0	0	To 06
	Energy Metering Equipment		1460	100	0	62,231			Design
	Subtotal Webster				255,000	62,231			
Stevens Towers	Building wide HVAC Improvements		1460	1	0	470,000	0	0	w/04 & 05
PA 52-1B	Subtotal Stevens				0	470,000			

ATTACHMENT D

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>									
PHA Name: Housing Authority of the Co. of Lebanon		Grant Type and Number					Federal FY of Grant:		
		Capital Fund Program Grant No: PA26PO520105					2005		
		Replacement Housing Factor Grant No:							
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
Gloninger Mdws	Replace Ranges		1465.1	25	10,000	0	0	0	To 06
PA 52-5	Replace Range Hoods		1460	25	6,250	0	0	0	To 06
	Sub Total Gloninger				16,250	0	0	0	
Cedar Court	Replace Ranges		1465.1	41	16,400	0	0	0	To 06
PA 52-8	Replace Range Hoods		14606	41	6,150	0	0	0	To 06
	Enlarge Community Building		1470	1,00 sf	100,000	0	0	0	To 06
	Access Improve. Comm. Bldg		1470	Doors &Rp.	50,000	0	0	0	To 06
	Sub Total Cedar Court				172,550	0	0	0	
<b>Total FY 2005</b>									
					<b>664,885</b>	<b>664,885</b>	<b>75,000</b>	<b>30,967</b>	



ATTACHMENT E

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name: Housing Authority of the Co. of Lebanon (PA) PA 52</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> <b>Bond Pool Proceeds</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/05 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	230,195.96	155,397.72	155,397.72	155,397.72
8	1440 Site Acquisition				
9	1450 Site Improvement	75,000.00	0	0	
10	1460 Dwelling Structures	2,394,000.00	2,244,000	2,244,000	
11	1465.1 Dwelling Equipment—Nonexpendable	50,000.00	50,000	50,000	
12	1470 Nondwelling Structures	106,000.00	106,000	106,000	
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	100,000.00	0	0	
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Bond Proceeds	2,955,195.96	2,555,397.72	2,555,397.72	155,397.72
	Amount of line XX Related to LBP Activities	0	0	0	0
	Amount of line XX Related to Section 504 compliance	30,000	200,000	200,000	0
	Amount of line XX Related to Security –Soft Costs		0	0	0
	Amount of Line XX related to Security-- Hard Costs	45,000	45,000	45,000	0
	Amount of line XX Related to Energy Conservation Measures	0	0	0	0
	Collateralization Expenses or Debt Service	126,464.75	63,159.96	63,159.96	63,159.96

Note: All work on this section will be either privately financed, other capital funds or authority reserves. Repayment of bonds from future capital allocations.

ATTACHMENT E

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>									
PHA Name: Housing Authority of the Co. of Lebanon (PA) PA 52			<b>Grant Type and Number</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No:				<b>Federal FY of Grant: Bond Pool                      Proceeds</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
Fees & Costs									
	Capitalized Interest		1430		126,464.75	63,159.96	63,159.96	63,159.96	All costs
	Bond Counsel		1430		16,147.19	10,402.05	10,402.05	10,402.05	This page
	PHFA		1430		4,138.85	3,815.82	3,815.82	3,815.82	Were
	Financial Advisor		1430		6,898.08	6,359.70	6,359.70	6,359.70	Disbursed
	Trustee		1430		1,937.66	1,155.78	1,155.78	1,155.78	At bond
	Moody's		1430		3,229.44	2,889.46	2,889.46	2,889.46	closing
	S&P		1430		5,167.10	4,623.13	4,623.13	4,623.13	
	PAHC		1430		6,898.08	6,359.70	6,359.70	6,359.70	
	Counsel to the Authority		1430		10,334.20	9,246.27	9,246.27	9,246.27	
	Management Review		1430		2,667.51	2,950.00	2,950.00	2,950.00	
	Average Takedown		1430		15,175.77	15,637.56	15,637.56	15,637.56	
	Management Fee		1430		4,138.85	6,934.70	6,934.70	6,934.70	
	Expenses		1430		2,069.42	0	0	0	
	Bond Issuance & Surety Policy		1430		24,472.75	21,431.74	21,431.74	21,431.74	
	Excess Proceeds (Misc.)		1430		<u>456.31</u>	<u>431.85</u>	<u>431.85</u>	<u>431.85</u>	
					230,195.96	155,397.72	155,397.72	155,397.72	

Note: All work on this section will be privately financed, other capital funds or authority reserves. Repayment of bonds from future capital allocations.

ATTACHMENT E

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>									
PHA Name: Housing Authority of the Co. of Lebanon			Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: Bond Pool Proceeds		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
Stevens Towers	Convert 40 Eff.Apts to 1 BR including modifications to meet 504 requirements		1460	40 to 20	400,000	644,424	644,424	0	w/other funds
PA52-1B	Architect Fee		1430	ST	0	0	0	0	Other funds
	Temporary Relocation Costs		1495.1	80	100,000	0	0	0	Other funds
	Extend Sprinkler System into Apts.		1460	80	130,000	130,000	130,000	0	w/other fds
	Replace Fire Alarm System		1460	1	275,000	71,390	71,390	0	Contracted
	Replace Apt. Carpeting		1460	80	150,000	150,000	150,000	0	w/other fds
	Replace Kitchen Cabinet & C'tops		1460	80	300,000	300,000	300,000	0	Contracted
	Replace Gas Ranges with electric		1465.1	80	50,000	50,000	50,000	0	Contracted
	New electric service for ranges/rfgr.		1460	80	15,000	190,000	190,000	0	Contracted
	Install Drop Ceilings		1460	50,000 sq ft	129,000	18,500	18,500	0	Contracted
	Remove Asbestos f/Ceilings 2-11 floors		1460	10 floors	100,000	75,000	75,000	0	w/o4
	New vanities with drop in sinks		1460	80	75,000	58,500	58,500	0	Contracted
	Replace Closet Doors		1460	300	75,000	0	0	0	Other funds
	Replace Entry Doors & hardware		1460	80	125,000	125,000	125,000	0	Contracted
	Repaint Apartments		1460	80	70,000	250,686	250,686	0	Contracted
	Building Electrical Upgrade		1460	1	170,000	170,000	170,000	0	w/other fds
	Security Cameras		1460	24	30,000	0	0	0	Other funds
	Create 2 <sup>nd</sup> entrance at rear of building & extend loading dock to sidewalk		1460	1	150,000	0	0	0	Other funds
	Replace roll-up and man doors		1460	3	35,000	8,000	8,000	0	Contracted
	Restore old school tower		1460	1	100,000	0	0	0	Other funds
	Restore stone wall		1450	400 lf	40,000	0	0	0	Other funds
	Replace/Retrofit Fire doors		1460	30	40,000	50,000	50,000	0	Contracted
	Replace/Expand exterior lights		1450	10	15,000	0	0	0	Other funds
	Pave Parking Areas		1450	8750 sq ft	20,000	0	0	0	Other funds
	Construct Shell for new Mechanical Rm.		1470	1	106,000	106,000	106,000	0	Contracted



ATTACHMENT E

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

PHA Name: Housing Authority of the Co. of Lebanon		<b>Grant Type and Number</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No:				<b>Federal FY of Grant: Bond Pool Proceeds</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
	Install air conditioning		1460	Entire bldg.	0	0	0	0	Other funds
	Provide access to crawl space		1460	1	<u>25,000</u>	2,500	2,500	0	w/other fds
	Sub Total Stevens Towers				2,725,000	2,555,397.7 2	2,555,397.72	155,397.72	

Note: All work on this section will be either privately financed, other capital funds or authority reserves. Repayment of bonds from future capital allocations.

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

PHA Name: Housing Authority of the Co. of Lebanon (PA) PA 52		<b>Grant Type and Number</b> Capital Fund Program No: Replacement Housing Factor No:				Federal FY of Grant: Bond Pool Proceeds	
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	
Fees & Costs	7/07		10/05	6/09	10/09		To conform with bond closing & availability of funds
Stevens Towers	7/07		10/05	6/09	10/09		To conform with bond closing & availability of funds

Note: All work on this section will be either privately financed, other capital funds or authority reserves. Repayment of bonds from future capital allocations.

ATTACHMENT F

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

<b>PHA Name:</b> Housing Authority of the County of Lebanon	<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26PO520106 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b>  2006
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending:  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs Management Improvements Hard Costs				
4	1410 Administration	66,488			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	445,097			
11	1465.1 Dwelling Equipment—Nonexpendable	0			
12	1470 Nondwelling Structures	14,500			
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 Debt Service	138,800			
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines.....)	664,885			
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 compliance	0			
23	Amount of line 20 Related to Security –Soft Costs	0			
24	Amount of Line 20 related to Security-- Hard Costs	0			
25	Amount of line 20 Related to Energy Conservation Measures	341,497			
26	Collateralization Expenses or Debt Service	138,800			

ATTACHMENT F

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

PHA Name: Housing Authority of the Co. of Lebanon		Grant Type and Number Capital Fund Program Grant No: PA26P0520106 Replacement Housing Factor Grant No:				Federal FY of Grant: 2006		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost		Status of Work
PHA Wide	Debt Service - Bond Payment		1499		138,800			
PHA Wide	Administration		1410		66,488			
Webster Manor	Inst Canopy @Loading Dock		1470	1	7,500			
PA52-1A	Electrical Upgrades & Transformers		1460	100	<u>341,497</u>			
	Subtotal Webster				348,997			
Modular Units	Install crawl space vents		1460	60	10,000			
PA35-2	Inspect and clean furnaces		1460	60	2,500			
	Replace 2 <sup>nd</sup> floor tile		1460	60	67,100			
	Dryer vent & washer cabinets		1460	60	<u>24,000</u>			
	Subtotal Modular				103,600			
Gloninger	Paint sheds		1470	25	<u>3,500</u>			
PA35-5	Subtotal Gloninger				3,500			
Cedar Court	Paint Sheds		1470	41	3,500			
PA 52-8	Subtotal Cedar Court				<u>3,500</u>			
	<b>Total FY 2006</b>				<b>664,885</b>			

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



ATTACHMENT G

<b>Capital Fund Program Five-Year Action Plan</b>						
<b>Part I: Summary</b>						
PHA Name Housing Authority of the County of Lebanon					<b>XOriginal 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
Development Number/Name/HA-Wide	Year 1 2006	Work Statement for Year 2 FFY Grant: 2007 PHA FY: 2008	Work Statement for Year 3 FFY Grant: 2008 PHA FY:2009	Work Statement for Year 4 FFY Grant: 2009 PHA FY:2010	Work Statement for Year 5 FFY Grant: 2010 PHA FY:2011	
	Annual Statement					
PHA Wide		287,956	626,885	321,705	321,652	
Webster P52-1A		123,100	30,000	98,250	184,125	
Modular 52-2		26,929	-0-	-0-	-0-	
Washington 52-3		120,000	-0-	25,650	-0-	
Glonginger 52-5		16,250	4,000	60,000	-0-	
Scattered 52-6		-0-	-0-	55,680	112,440	
Cedar 52-8		90,650	4,000	103,600	46,668	
Total CFP Funds (est)		664,885	664,885	664,885	664,885	
Total Replacement Housing Factor Funds						

ATTACHMENT G

<b>Annual Fund Program Five-Year Action Plan</b>						
<b>Part II: Supporting Pages—Work Activities</b>						
Activities for Year 1 2006	Activities for Year : <u>  2  </u> FFY Grant: 2007 PHA FY:2008			Activities for Year : <u>  3  </u> FFY Grant:2008 PHA FY:2009		
See	PHA Wide			PHA Wide		
Annual	Administration	66,488		Administration	66,488	
Statement	Debt Service	202,004		Debt Service	202,004	
	Fees & Costs	19,464		Fees & Costs	22,059	
				Contingency	11,427	
				Res. Init. Staff	33,907	
				Accessibility Improv	290,000	
	<b>Subtotal PHA Wide</b>	<b>287,956</b>		Vacancy Reduction Efforts	<u>1,000</u>	
				<b>Sub Total PHA Wide</b>	<b>626,885</b>	
	<b>Webster Manor 52-1A</b>					
	Acces Impr Comm Bldg	25,000		<b>Webster Manor 52-1A</b>		
	Sidewalks	15,000		Rp. Playground Equip	<u>30,000</u>	
	Ranges	40,000				
	Enlarge Comm Bldg	<u>43,100</u>		<b>Sub Total Webster</b>	<b>30,000</b>	
	<b>Subtotal Webster</b>	<b>123,100</b>				
				<b>Gloninger Meadows 52-5</b>		
	<b>Modular Units 52-2</b>			Remove Playground	<u>4,000</u>	
	Replace Floor Tile	<u>26,929</u>				
	<b>Subtotal Modulars</b>	<b>26,929</b>		<b>Subtotal Gloninger</b>	<b>4,000</b>	
	<b>Washington Arms 52-3</b>			<b>Cedar Court 52-8</b>		
	Elevator Modifications	100,000		Remove Playground	<u>4,000</u>	
	Repoint/caulk masonry	<u>20,000</u>				
	<b>Subtotal Washington</b>	<b>120,000</b>				
				<b>Subtotal Cedar</b>	<b>4,000</b>	
	<b>Gloninger 52-5</b>					
	Repl Ranges/rangehood	<u>16,250</u>				
	<b>Subtotal Gloninger</b>	<b>16,250</b>				
	<b>Cedar Court 52-8</b>					
	Repl Ranges/rangehood	22,550				
	Comm Bldg enl/acc imp	<u>68,100</u>		<b>Totally FY 2008</b>	<b>664,885</b>	
	<b>Subtotal Cedar</b>	<b>90,650</b>				
	<b>Total FY 2007</b>	<b>664,885</b>				

ATTACHMENT G

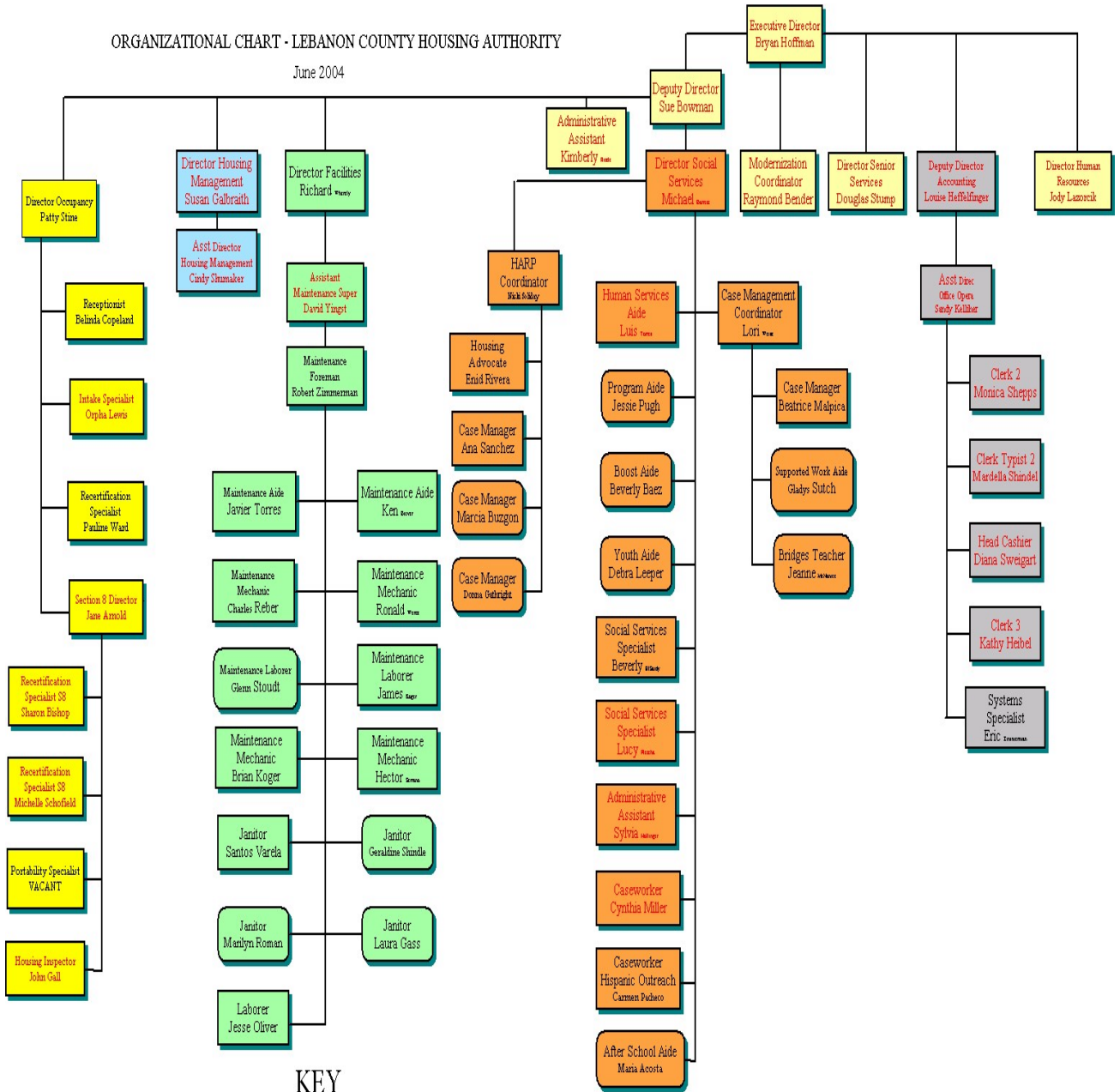
<b>Capital Fund Program Five-Year Action Plan</b>						
<b>Part II: Supporting Pages—Work Activities</b>						
Activities for Year 1 2006	Activities for Year : <u>4</u> FFY Grant:2009 PHA FY:2010			Activities for Year : <u>5</u> FFY Grant: 2010 PHA FY: 2011		
See	PHA Wide			PHA Wide		
Annual	Administration	66,488		Administration	66,488	
Statement	Debt Service	202,000		Debt Service	202,186	
	Fees & Costs	21,786		Fees & Costs	25,233	
	Contingency	11,431		Contingency	11,245	
	Sidewalk Repairs	19,000		Sidewalk Repairs	15,500	
	Vacancy Reduction Efforts	<u>1,000</u>		Vacancy Reduction Efforts	<u>1,000</u>	
	<b>SubTotal PHA Wide</b>	<b>321,705</b>		<b>Sub Total PHA Wide</b>	<b>321,652</b>	
				<b>Webster 52-1A</b>		
	<b>Webster 52-1A</b>			Replace Roofs	113,875	
	Repave Driveways	94,070		Replace Gutters	20,250	
	Replace Wheel Stops	<u>4,450</u>		Landscaping	<u>50,000</u>	
				<b>Subtotal Webster</b>	<b>184,125</b>	
	<b>SubTotal Webster</b>	<b>98,250</b>				
				<b>Scattered Sites 52-6</b>		
	<b>Washington Arms 52-3</b>			Landscaping	50,000	
	Landscaping	24,650		Site Grading	25,000	
	Site Grading	<u>1,000</u>		Replace Storm Doors	21,840	
	<b>Subtotal Washington</b>	<b>25,650</b>		Replace Rear Ext Doors	<u>15,600</u>	
	<b>Gloninger 52-5</b>			<b>Subtotal Scattered</b>	<b>112,440</b>	
	Replace Windows	<u>60,000</u>				
	<b>Subtotal Gloninger</b>	<b>60,000</b>		<b>Cedar Court 52-8</b>		
	<b>Scattered Sites 52-6</b>			Landscaping	30,000	
	Repave Driveways	<u>55,680</u>		Seal Parking Lot	<u>16,668</u>	
	<b>Subtotal Scattered</b>	<b>55,680</b>		<b>Subtotal Cedar</b>	<b>46,668</b>	
	<b>Cedar Court 52-8</b>					
	Replace Windows	<u>103,600</u>		<b>Total FY 2010</b>	<b>664,885</b>	
	<b>Subtotal Cedar Court</b>	<b>103,600</b>				
	<b>Total FY 2009</b>	<b>664,885</b>				



ATTACHMENT H

ORGANIZATIONAL CHART - LEBANON COUNTY HOUSING AUTHORITY

June 2004



KEY



Rounded corners indicate part time employee



Red text indicates civil service status