

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

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# PHA Plans

5 Year Plan for Federal Fiscal Years 2006 - 2010

5 Year Plan for Authority Fiscal Years 2006 - 2010

Annual Plan for Federal Fiscal Year 2007

Annual Plan for Authority Fiscal Year 2007

## **PA003v01**

### **Scranton Housing Authority**

400 Adams Avenue

Scranton, Pennsylvania 18510

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**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:** Scranton Housing Authority

**PHA Number:** PA003

**PHA Fiscal Year Beginning: (10/2006)**

**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**  
**FEDERAL FISCAL YEARS 2006 - 2010**  
**PHA FISCAL YEARS 2006 - 2010**  
[24 CFR Part 903.5]

**A. Mission**

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

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

The mission of the Scranton Housing Authority is to provide safe, decent and affordable housing for eligible individuals and families through creative and supportive services. The Housing Authority will assist these individuals and families as they strive to achieve self-sufficiency and improve the quality of their lives.

**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)

*Serious vacancy problems were eliminated during the last five-year period in the Section 8 and family public housing programs. Occupancy of the downtown senior buildings remains a problem that will receive focused attention during this five-year period. The*

*interest in the Section 8 Program has progressed to the point where there are 673 applicants on the waiting list. The waiting list was closed as of December 1, 2005, as there were significantly more applicants than could be handled during the coming year. The public housing waiting list has grown to 127 applicants which represents a welcome increase and ensures sufficient applicants for the family apartments.*

- ☒ 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)

*Major improvements were made through the Capital Fund Program during the past five year period. Improvements will be continued during the second five-year period. The Authority will continue to review its options for maintaining its oldest family housing stock.*

- ☐ 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)

*During the initial five-year period and again with the beginning of the second five-year period, income statistics were reviewed for all family developments. In accordance with the HUD Regulations, there have been no issues that need to be addressed.*

**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) Continue to provide suitable living environments regardless of race, color, religion, national origin, sex, familial status, or disability and to mix our public housing development populations as much as possible with respect to these items.

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

**PHA Goal:** To provide housing for the community and decrease the vacancies that currently exist.

**Objectives:** Advertise our units through the newspaper, radio, television and bulletins. Continue to upgrade our housing stock through modernization.  
Analyze the demand and promote homeownership within our neighborhoods.  
Promote our units through various social service agencies.  
Provide supportive services within our developments.

**Annual PHA Plan**  
**Federal Fiscal Year 2007**  
**PHA Fiscal Year 2007**  
[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.

*Not Required*

### **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.

#### **Table of Contents**

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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 (*See Page 49*)
- ☒ FY 2006 Capital Fund Program Annual Statement (*See Attachment 13 – computer file pa003d01*)
- ☐ 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



**SCRANTON HOUSING AUTHORITY AGENCY PLAN – JULY 5, 2006 FINAL**

- ☒ FY 2007-2010 Capital Fund Program 5 Year Action Plan (*See Attachment 14 – computer file pa003e01*)
- ☐ Public Housing Drug Elimination Program (PHDEP) Plan
- ☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) ( *See Attachment 7* )
- ☒ Other (List below, providing each attachment name)
- Deconcentration – Attachment 1
- Voluntary Conversion – Attachment 2
- Definition of Significant Change – Attachment 3
- Conversion of Efficiency to One-Bedroom Apartments – Attachment 4
- Resident Advisory Board Members – Attachment 5
- Resident Appointed to Board of Commissioners – Attachment 6
- Resident Advisory Board Comments and Authority Response – Attachment 7
- PHAS Resident Assessment Followup Plan – Attachment 8
- Project-Based Voucher (PBV) Program – Attachment 9
- FY 2003 Supplement Capital Fund Program Performance and Evaluation Report – Attachment 10 (computer file pa003b01)
- FY 2004 Capital Fund Program Performance and Evaluation Report – Attachment 11 (computer file pa003c01)
- FY 2005 Capital Fund Program Performance and Evaluation Report – Attachment 12 (computer file pa003d01)
- FY 2006 Capital Fund Program Annual Statement – Attachment 13 (computer file pa003e01)
- FY 2007-2010 Capital Fund Program Five Year Plan – Attachment 14 (computer file pa003f01)

**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.

<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	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

SCRANTON HOUSING AUTHORITY AGENCY PLAN – JULY 5, 2006 FINAL

<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	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources:
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations & Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs

**SCRANTON HOUSING AUTHORITY AGENCY PLAN – JULY 5, 2006 FINAL**

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

SCRANTON HOUSING AUTHORITY AGENCY PLAN – JULY 5, 2006 FINAL

<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	1437c(h)), the results of that audit and the PHA's response to any findings	Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Pet Policy	Occupancy Policy
X	Deconcentration Computation	
X	Voluntary Conversion Review	

**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.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	3,474	4	1	3	3	2	3
Income >30% but <=50% of AMI	2,797	3	1	3	3	2	3
Income >50% but <80% of AMI	3,238	2	1	2	2	1	2
Elderly	4,346	1	1	2	2	1	2
Families with Disabilities (individuals)	16,803	3	3	3	3	3	3
African-American	534	4	1	3	3	2	3
Hispanic	345	4	1	3	3	2	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: 2001
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset - 2000
- ☐ American Housing Survey data  
Indicate year:
- ☐ Other housing market study  
Indicate year:
- ☒ Other sources: (list and indicate year of information)  
*Experience of housing authority.*

## 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.

<b>Housing Needs of Families on the Waiting List</b>			
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	127		
Extremely low income <=30% AMI	95	75%	
Very low income (>30% but <=50% AMI)	23	18%	
Low income (>50% but <80% AMI)	9	7%	
Families with children	51	40%	
Elderly families	1	1%	
Families with Disabilities	4	3%	
Single non-elderly, non-disabled	71	56%	
White/Non Hispanic	58	46%	
White/Hispanic	40	32%	
Black/Non Hispanic	26	20%	
Black/Hispanic	0	0%	
Asian/Non Hispanic	0	0%	
Multi-Racial	3	2%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	87	68%	
2 BR	27	21%	
3 BR	4	3%	
4 BR	9	7%	
5 BR	1	1%	
5+ BR	0	0%	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to 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	673		
Extremely low income <=30% AMI	534	79%	
Very low income (>30% but <=50% AMI)	139	21%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	462	69%	
Elderly families	30	4%	
Families with Disabilities	55	8%	
Single non-elderly, non-disabled	126	19%	
White/Non Hispanic	412	61%	
White/Hispanic	119	18%	
Black/Non Hispanic	126	18%	
Black/Hispanic	2	.5%	
Asian/Non Hispanic	2	.5%	
Multi-Racial/Non Hispanic	5	1%	
Multi-Racial/Hispanic	7	1%	
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)? 7 (closed December 2005) 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) **Promote our units through various social service agencies. Provide supportive services within our developments.**

**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) **Promote our units through various social service agencies.**

**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) **Advertise our units through the newspaper, radio, television and bulletins. Promote our units through various social service agencies.**
- 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 2000 grants)</b>		
a) Public Housing Operating Fund	4,916,780	
b) Public Housing Capital Fund	2,060,584	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	3,834,192	
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>		
<b>3. Public Housing Dwelling Rental Income</b>	2,646,670	
<b>4. Other income (list below)</b>		
Excess Utilities	\$57,780	
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	<b>\$13,516,006</b>	

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

[24 CFR Part 903.7 9 (c)]

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

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

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

- a. When does the PHA verify eligibility for admission to public housing? (select all that apply)
- ☐ When families are within a certain number of being offered a unit: (state number)
  - ☐ When families are within a certain time of being offered a unit: (state time)
  - ☒ Other: (describe) *As soon as they apply.*
- 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**

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)
  - *Single or two parent household who resides in the City of Scranton where the head of household or spouse works or has been hired to work in the City of Scranton. Head of household or spouse must be employed a minimum of 30 hours per week.*
  - *Head of household or spouse or sole member who is 62 years of age or older, or who receive Social Security, SSI or any benefits resulting from an individual's inability to work will be counted as the equivalent to the above preference.*
  - *Head of household or spouse that has graduated from an education and/or training program that is designed to prepare individuals for the job market.*

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

Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 4 Victims of domestic violence
- 6 Substandard housing
- 5 Homelessness
- 7 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 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)

- 2. *Single or two parent household who resides in the City of Scranton where the head of household or spouse works or has been hired to work in the City of Scranton. Head of household or spouse must be employed a minimum of 30 hours per week.*
- 2. *Head of household or spouse or sole member who is 62 years of age or older, or who receive Social Security, SSI or any benefits resulting from an individual’s inability to work will be counted as the equivalent to the second preference.*
- 3. *Head of household or spouse that has graduated from an education and/or training program that is designed to prepare individuals for the job market.*

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

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

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

**(6) Deconcentration and Income Mixing**

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

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

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

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



If selected, list targeted developments below:

☐ Other (list policies and developments targeted below)

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

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

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

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

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

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

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

## **B. Section 8**

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

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

### **(1) Eligibility**

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

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

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- 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)

**(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:

*Extensions are permissible at the discretion of the Authority primarily for four reasons:*

- a. *Extenuating circumstances.*
- b. *The family has evidence that they made a consistent effort to locate a unit.*

- c. *The family has turned in a Request for Lease Approval prior to the expiration of the 60 day period, but the unit has not passed Housing Quality Standards.*
- d. *A handicapped household requires extra time to find suitable accessible housing.*

**(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)
  - *Single or two parent household who resides in the City of Scranton where the head of household or spouse works or has been hired to work in the City of Scranton. Head of household or spouse must be employed a minimum of 30 hours per week.*

- *Head of household or spouse or sole member who is 62 years of age or older, or who receive Social Security, SSI or any benefits resulting from an individual's inability to work will be counted as the equivalent to the above preference.*
- *Head of household or spouse that has graduated from an education and/or training program that is designed to prepare individuals for the job market.*

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

Date and Time

Former Federal preferences

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 4 Victims of domestic violence
- 6 Substandard housing
- 5 Homelessness
- 7 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
- ☐ 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)

2.

- *Single or two parent household who resides in the City of Scranton where the head of household or spouse works or has been hired to work in the City of Scranton. Head of household or spouse must be employed a minimum of 30 hours per week.*

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- *Head of household or spouse or sole member who is 62 years of age or older, or who receive Social Security, SSI or any benefits resulting from an individual's inability to work will be counted as the equivalent to the above preference.*
- 3. *Head of household or spouse that has graduated from an education and/or training program that is designed to prepare individuals for the job market.*
- 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)
  - ☐ 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?

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

*Adopted the Regulatory Policy*

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

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

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

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

☒ For the earned income of a previously unemployed household member

☒ For increases in earned income

☐ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

☐ For household heads

☐ For other family members

☐ For transportation expenses

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

☒ Other (describe below)

*Earned Income Exclusions:*

a. *State Wage Tax*

b. *Local Wage Tax*

c. *Federal Insurance Contributions Act (FICA)*

d. *Employee Paid Health Insurance*

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)  
*Changes in income and/or family composition must be reported to our Authority within 10 days of the occurrence.*

- 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)  
*Flat rents were determined by a comparability study. Through the use of this comparability study, flat rents were determined by bedroom size for the various sections of the city.*



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

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

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

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- ☒ Annually
- ☐ Other (list below)

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

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

**(2) Minimum Rent**

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

- ☐ \$0  
☒ \$1-\$25  
☐ \$26-\$50

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

*Adopted the Regulatory Policy.*

## **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:

*The Authority policy is established by the Board of Commissioners. The Executive Director and Solicitor report directly to the Board.*

*An Executive Assistant and the Deputy Executive Director report to the Executive Director.*

*An Administrative Assistant and all of the authority functional areas report to the Deputy Executive Director.*

*The functional areas are as follows with staff reporting to the functional head indicated where applicable:*

- *Certified Public Accountant*
- *Comptroller – Junior Accounting Clerk – Clerk-Steno*
- *Purchasing Manager*
- *Compliance Officer*
- *Computer Analyst*
- *Personnel Manager*
- *Administrative Assistant/Operations*
- *Maintenance Supervisor – Maintenance staff*
- *Managers – Cashier/Occupancy Specialist – Clerk-Steno*
- *Tenant Selection Supervisor*
- *Section 8 Coordinator – Assistant Section 8 Coordinator*
- *Housing Inspector*

## **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	1312	240
Section 8 Vouchers	941	225
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

## **C. Management and Maintenance Policies**

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

- (1) Public Housing Maintenance and Management: (list below)  
Admission and Occupancy Policy, Procurement Policy, Personnel Policy, Capitalization Policy, Disposition Policy, Pet Policy, One Strike Policy, Sexual Harassment Policy, Grievance Procedure, Maintenance Policy (includes Pest Control)
- (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 13 (Computer file pa003d01)

-or-

☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)Component 7

#### **(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 14 (computer file pa003e01)

-or-

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

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

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

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

- ☐ Yes ☒ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

- ☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

### 2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Jackson Terrace 1b. Development (project) number: PA3-8B
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/> See below
4. Date application approved, submitted, or planned for submission: ( See below)
5. Number of units affected:10
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: No decision has been made a. Actual or projected start date of activity: b. Projected end date of activity:

In 2003 ten units in Jackson Terrace were destroyed by fire. During the coming year, the Authority will be making a decision, in communication with HUD and the Resident Advisory Board, on whether to replace the 10 units on their original site or whether to seek another location. If the decision is made to rebuild these apartments on another site, this would trigger the need for demolition and site approvals from HUD.



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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

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

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

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

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1. ☐ Yes: ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)
2. Activity Description  
☐ Yes: ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

<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)

- ☐ Units addressed in a pending or approved demolition application (date submitted or approved: \_\_\_\_\_)
- ☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: \_\_\_\_\_)
- ☐ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: \_\_\_\_\_)
- ☐ Requirements no longer applicable: vacancy rates are less than 10 percent
- ☐ Requirements no longer applicable: site now has less than 300 units
- ☐ Other: (describe below)

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

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

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

[24 CFR Part 903.7 9 (k)]

### **A. Public Housing**

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

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

2. Activity Description

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

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: Scattered Sites
1b. Development (project) number: PA003-012, PA003-013
2. Federal Program authority: <input type="checkbox"/> HOPE I <input checked="" 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 checked="" 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: (01/10/1996)
5. Number of units affected: 45
6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

**B. Section 8 Tenant Based Assistance**

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

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

[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? 09/23/2003

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

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

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

#### **(1) General**

##### **a. Self-Sufficiency Policies**

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

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

##### **b. Economic and Social self-sufficiency programs**

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

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

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

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	0	0
Section 8	0	0

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

**C. Welfare Benefit Reductions**

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

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- ☒ 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**



### **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)

- ☐ 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)

PA3-1, Valley View Terrace

#### **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)

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- ☐ 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) Contracting/ Hiring Security Personnel

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

All Developments will be covered

**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) PHAA greement with District Attorney's Office for criminal background checks and eviction cases.

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

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

PHAs eligible for FY 2006 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

*Program has been discontinued by Congress.*

- ☐ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☐ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- ☐ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)  
☒ Attached at Attachment (File name) – *Attachment 7*.  
☐ Provided below:
3. In what manner did the PHA address those comments? (select all that apply)  
☐ Considered comments, but determined that no changes to the PHA Plan were necessary.  
☐ The PHA changed portions of the PHA Plan in response to comments  
List changes below:  
☒ Other: (list below)  
*See Authority response to each comment in Attachment 7. SHA will respond to Each comment and recommendation made by the Resident Advisory Board.*

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

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

#### **3. Description of Resident Election Process**

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

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

##### **b. Eligible candidates: (select one)**

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance

- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

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

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

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

1. Consolidated Plan jurisdiction: (provide name here)

City of Scranton

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)

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

*Homeownership and demolition*

**B. Other information Required by HUD**

**RESOLUTION NO. 99-6**

**ADOPTING AN ADMISSIONS POLICY  
TO PROVIDE FOR DECONCENTRATION OF  
POVERTY AND INCOME MIXING**

**WHEREAS**, the Quality Housing and Work Responsibility Act of 1998 (“QHWRA”) was enacted by Congress on October 8, 1998 and signed by the President of the United States on October 21, 1998; and

**WHEREAS**, Section 513 of the QHWRA mandates the formulation of an admissions policy designed to provide for deconcentration of poverty and income mixing by bringing higher income tenants into lower income public housing developments and lower income tenants into higher income public housing developments; and

**WHEREAS**, it has been the policy of the Scranton Housing Authority to maintain a tenant body in its public housing developments comprised of families with a broad range of incomes to avoid concentrations of the most economically deprived families as evidenced by the Authority’s current family income mix within its public housing developments; and

**WHEREAS**, the Scranton Housing Authority has determined it appropriate to establish a stated admissions policy designed to provide for deconcentration of poverty and income mixing which shall become part of the Authority’s admissions policy and part of the Authority’s required agency plan under QHWRA.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Scranton Housing Authority, and in compliance with Section 513 of the Quality Housing and Work Responsibility Act of 1998 that there is hereby established a policy prohibiting the concentration of low income families within certain housing developments by promoting income mixing in all public housing developments of the Scranton Housing Authority.

**Attachment 1 – Deconcentration**

**Attachment 2 – Voluntary Conversion**

**Attachment 3 – Definition of Significant Change**

**Attachment 4 – Conversion of Efficiency Apts. To One-Bedroom Apartments and Open Foyer Areas**

**Attachment 5 – Resident and Advisory Board members**

**Attachment 6 – Resident on Board of Commissioners**

**Attachment 7 – Resident Advisory Board (RAB)  
Recommendations and Scranton Housing Authority (SHA)  
Responses**

**Attachment 8 – PHAS Resident Assessment Follow-up Plan**

**Attachment 9 – Section 8 Project-Based Voucher (PBV) Program**

**Attachment 10 – FY 2003 Supplement Capital Fund Program  
Performance and Evaluation Report (computer file pa003a01)**

**Attachment 11 – FY 2004 Capital Fund Program Performance  
and Evaluation Report (computer file pa003b01)**

**Attachment 12– FY 2005 Capital Fund Program Performance  
And Evaluation Report (computer file pa003c01)**

**Attachment 13 – FY 2006 Capital Fund Program Annual  
Statement (computer file pa003d01)**

**Attachment 14 – FY 2007-2010 Capital Fund Program Five  
Year Plan (file pa003e01)**



## **Attachment 1, Deconcentration**

- **Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? Yes**
- **Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? Yes**
- **If yes, the PHA completes the table shown below.**

<b>Deconcentration Policy for Covered Developments</b>			
<b>Development Name:</b>	<b>Number of Units:</b>	<b>Explanation (if any) [See step 4 at 24 CFR 903.2©(1)(iv)]</b>	<b>Deconcentration Policy (if no Explanation) [see step 5 at 24 CFR 903.2(c)(1)(v)]</b>
<b>Bangor Heights</b>	<b>150</b>	<b>All below 30% of median</b>	
<b>Riverside Apartments</b>	<b>40</b>	<b>All below 30% of median</b>	

**Attachment 2, Voluntary Conversion**

- a. **How many of the PHA's developments are subject to the Required Initial Assessment? 8**
- b. **How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? 4**
- c. **How many assessments were conducted for the PHA's covered developments? 8**
- d. **Identify developments that may be appropriate for conversion based on the Required Initial Assessment:**

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

- e. **If the PHA has not completed the Required Initial Assessments, describe the status of these assessments.**  
**N/A**

### **Attachment 3, Definition of Significant Change**

**A significant change is defined as:**

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

#### **Attachment 4, Conversion of Efficiency Apts. to One-Bedroom Apartments and Open Foyer Areas**

**The Authority is planning to make modifications to apartments in Washington West. Forty-eight (48) efficiency apartments will be converted into twenty-four one-bedroom apartments. In addition, six efficiency (6) apartments (one on each floor) will be converted to foyers in order to provide an open space sitting area with natural light near each elevator entrance. Funds are budgeted under the Capital Fund Program to accomplish these improvements.**

**The conversion of 15 efficiency units into 10 one-bedroom units at Jackson Heights Apartments is currently under way.**

## **ATTACHMENT 5. RESIDENT ADVISORY BOARD MEMBERS**

**Valley View Terrace – Ms. Rosemary Ferguson**  
**Hilltop Manor – Ms. Nellie Vega**  
**Bangor Heights – Ms. Rita Hughes**  
**Adams Apartments – Mr. Thomas Harrity**  
**Adams High Rise – Ms. Joanne Heron**  
**Jackson Heights – Ms. Thelma Wheeler**  
**Washington West – Ms. Jane McCarthy**  
**Riverside Apartments – Mr. Don Sausa**  
**Jackson Terrace – Rev. Wilhelmina Coleman**  
**Washington Plaza – Ms. June Doughitt**  
**Section 8 – Ms. Maryann Wheeler**  
**Section 8 – Mr. Clarence Henderson**

## **Attachment 6, Resident on Board of Commissioners**

**Ms. Jane McCarthy is the resident on the Board of Commissioners.**

- **Her term began in October of 2003.**
- **The term expires in September of 2008.**

**ATTACHMENT 7-RESIDENT ADVISORY BOARD (RAB)  
RECOMMENDATIONS AND SCRANTON HOUSING AUTHORITY (SHA)  
RESPONSES**

The Resident Advisory Board (RAB) and Authority staff met on January 20, 2006, February 24, 2006, March 24, 2006, April 19, 2006, May 12, 2006 and May 24, 2006. The RAB met on May 12, 2006 to formulate Recommendations and Comments. Those Recommendations and Comments are listed below along with the Scranton Housing Authority's Response to each one.

In responding to the following Recommendations, the following more amplifies the two most frequent Responses:

- The statement "maintenance will address this recommendation" indicates that the Authority's maintenance staff will review what is necessary to resolve the concern raised in the recommendation and then take the appropriate action.
- The statement "SHA will consider this recommendation" indicates that Authority staff will fully evaluate the recommendation and determine what action is feasible.

**Resident Advisory Board – Comments and Recommendations – Hilltop Manor**

1. The residents should be notified to keep their porches clean of debris and to pick up garbage that is in their yard.

Authority Response: The Development Manager has sent out a memo to all residents addressing this issue.

**Resident Advisory Board – Comments and Recommendations – Adams Apartments**

1. The residents would like to have a television in the community room.

Authority Response: SHA will install a television in the community room.

2. The residents would like to have a change machine in the community room.

Authority Response: SHA will request that the vendor installs a change machine.

#### **Resident Advisory Board - Comments and Recommendations – Adams High Rise Apartments**

1. Install megatouch games.

Authority Response: SHA believes the Adams High Rise social club should look into this matter.

2. Install barbecue pits and picnic tables out back and cinder blocks for portable grills.

Authority Response: SHA will consider this recommendation.

3. Install change machines in all laundry rooms.

Authority Response: SHA will request that the vendor installs change machines.

4. Install new bedroom closet doors.

Authority Response: The bedroom closets have doors on them.

#### **Resident Advisory Board – Comments and Recommendations – Washington West Apartments**

1. Install cameras in the hallways for security reasons.



Authority Response: Through the planning process for the upcoming renovations, SHA will determine the feasibility of installing hallway cameras.

2. Community room television is not working properly.

Authority Response: The television in the community room is working. Outside lighting affects a projection television's quality. To eliminate the glare created by outside lighting, the blinds at that end of the community room need to be closed.

#### **Resident Advisory Board – Comments and Recommendations – Jackson Terrace Apartments**

1. If SHA decides to construct the ten (10) apartments at another location, the residents are requesting a fenced in playground be constructed in the empty space.

Authority Response: If the ten (10) apartments are constructed elsewhere, SHA will consider installing a playground in this empty area.

#### **Resident Advisory Board – Comments and Recommendations - Riverside Apartments**

1. Residents need a passenger walk thru gate for access to the parking lot across from manager's office.

Authority Response: SHA will be installing the gate shortly.

2. Erect a playground for the children.

Authority Response: Since the city of Scranton has recreational areas in close proximity to the development, SHA will not be installing a playground.

3. We have no mail box within six (6) blocks of the development.

Authority Response: SHA contacted the Post Office on this request. The person from the Post Office told SHA that they are not installing new mail boxes and that they are currently removing mail boxes throughout the area. The person added that the residents can place any outgoing mail by their mail slot and the mail person would take it.

4. Fill in or replace the deep cracked cement block and metal plates under the doors. We are getting bugs and real cold air under the doors.

Authority Response: Maintenance will address this recommendation.

5. Install sitting benches.

Authority Response: SHA will be installing benches shortly.

6. Have some kind of register with the manager for motor vehicles that will be parking in the development lots. ( there is a brown Ford that has not been moved in nine (9) months.

Authority Response: Security will address this issue.

7. Security has not been seen in months.

Authority Response: Security patrols the Riverside Development nightly.

8. Replace storm door window moldings (when you switch out the window with the screen).

Authority Response: maintenance will address this recommendation.

### **Resident Advisory Board – Comments and Recommendations – Washington Plaza Apartments**

1. Get rid of the clothes poles that are on the sides of the buildings because none of the residents are using them. Due to the traffic sister Adrian has, the residents are not comfortable leaving their clothes there.

Authority Response: SHA believes some residents may want to use them.

2. Can we please do something with the yards? For example: plant grass or blacktop them.

Authority Response: Planting grass or covering over these areas would take place at the end of the renovation process.

3. Install new basketball hoops and some new swings for the younger children in the playground area.

Authority Response: A new playground is listed in the annual statement under the Capital Fund Program. In the mean time, SHA will install some swings for the children.

4. New mail boxes with the apartment number on them.

Authority Response: The Capital Fund Program calls for new doors throughout the development. The new doors will have mail slots in them.

5. Could sliding windows be installed during the renovations. The residents believe this would be a better way to get out of the apartment in case of a fire.

Authority Response: SHA will make the Architectural/Engineering firm aware of this request. Also, the residents should bring this point up when they meet with the Architects/Engineers.

## **Attachment 8, PHAS Resident Assessment Follow-up Plan**

The following are steps that the Authority has taken or will take to ease resident concerns about communications, safety and neighborhood appearance.

### **Communications**

- Promote the establishment of resident councils within each development. Training and technical assistance has and will continue to be provided by the statewide organization that offers assistance in this area.
- Publish newsletters and distribute to each tenant. The newsletter promotes programs that the Authority is currently carrying out or is going to implement, discusses policy changes and communicates services and events that will be provided for residents.
- Maintains a Resident Advisory Board to provide valuable input on proposed policy changes, services, and programs.
- Send letters and memos to residents advising them on policy changes and their impact.
- Organize social events for residents that will enhance the quality of life.

### **Safety**

- An Assistant District Attorney meets regularly with residents to discuss security concerns and to determine what additional steps will provide for safer living conditions.
- Allow local law enforcement agencies to access vacant units for surveillance purposes.
- Track criminal activity at the developments and reporting on status to residents.
- Conduct criminal background checks on all applicants.

- **Provide adequate lighting for site and common areas within each development.**
- **Work with resident groups to establish programs that will promote safety within developments.**
- **The Scranton Fire Department will conduct fire safety seminars for our residents.**

#### **Neighborhood Appearance**

- **Continue to upgrade our developments through our Capital Fund Program.**
- **Continue to make annual landscaping improvements.**
- **Repair sidewalks and parking lots after the winter season.**
- **Instruct the maintenance department to be more diligent in their daily clean up of the sites.**
- **Send a memo to our residents to keep debris off their porches.**
- **Remove graffiti as soon as it is brought to our attention.**

**Attachment 9, SECTION 8 PROJECT-BASED  
VOUCHER (PBV) PROGRAM**

**The Scranton Housing Authority is considering amending its Section 8 Administrative Plan to permit the use of Section 8 Vouchers as project-based subsidies. Up to 20 percent of the Authority's Voucher budget authority can be made available for this purpose.**

**The Authority does not have a special allocation of Vouchers for this purpose. It will utilize the turnover from its existing allocation of vouchers.**

**ATTACHMENT 10: FY 2003 SUPPLEMENTAL PERFORMANCE AND EVALUATION REPORT**  
**pa003b01**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> SCRANTON HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00350203 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2003
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2006 <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	0	0	0	0
4	1410 Administration	39,000	39,000	39,000	35,270
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	0	0	0	0
0	1460 Dwelling Structures	352,705	352,705	352,705	210,531
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	391,705	391,705	391,705	245,800
22	Amount of line 21 Related to LBP Activities				

**ATTACHMENT 10: FY 2003 SUPPLEMENTAL PERFORMANCE AND EVALUATION REPORT**  
**pa003b01**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: SCRANTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA26P00350203 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2006 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
23	Amount of line 21 Related to Section 504 compliance	4,832	4,980	4,980	4,980
24	Amount of line 21 Related to Security – Soft Costs	0	0	0	0
25	Amount of Line 21 Related to Security – Hard Costs	0	0	0	0
26	Amount of line 21 Related to Energy Conservation Measures	326,520	346,598	346,598	204,423



**ATTACHMENT 10: FY 2003 SUPPLEMENTAL PERFORMANCE AND EVALUATION REPORT**  
**pa003b01**

<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: Scranton Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00350203 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		
Hilltop Manor PA3-2	Boilers, Mechanical Rooms (1999)		1460	35	10,838	94,818	94,818	94,818	Completed
Bangor Heights PA3-3	Boilers, Mechanical Rooms(2003)		1460	18	315,682	251,780	251,780	109,605	In Progress 2003 CF
Jackson Heights PA3-6	504 Units (2002)		1460	4	4,980	4,980	4,980	4,980	In Progress 2004 CF
	Efficiencies to 1 Bedroom (2003)		1460	10	21,205	1,127	1,127	1,127	In Progress 2004 CF
PHA Wide	Security		1408		0	0	0	0	Future CF
	Administration		1410		39,000	39,000	39,000	35,270	On -Going

**ATTACHMENT 10: FY 2003 SUPPLEMENTAL PERFORMANCE AND EVALUATION REPORT**  
**pa003b01**

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

[illegible]

**ATTACHMENT 11: FY 2004 PERFORMANCE AND EVALUATION REPORT**  
**pa003c01**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> SCRANTON HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00350104 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> <b>2004</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2006 <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	0	0	0	0
4	1410 Administration	8,529	160,000	160,000	68,413
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	0	52,345	52,345	44,918
8	1440 Site Acquisition				
9	1450 Site Improvement	25,000	17,883	17,883	17,883
10	1460 Dwelling Structures	2,242,657	2,045,958	1,539,408	851,002
11	1465.1 Dwelling Equipment—Nonexpendable	0	0	0	0
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	0	0	0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	0	0	0	0
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	<b>2,276,186</b>	<b>2,276,186</b>	<b>1,769,636</b>	<b>982,216</b>

**ATTACHMENT 11: FY 2004 PERFORMANCE AND EVALUATION REPORT**  
**pa003c01**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> SCRANTON HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00350104 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> <b>2004</b>
<input type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no: 1)</b>					
<input checked="" type="checkbox"/> <b>Performance and Evaluation Report for Period Ending: 3/31/2006</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>	
		<b>Original</b>	<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>
22	Amount of line 21 Related to LBP Activities	0	0		
23	Amount of line 21 Related to Section 504 compliance	2,940	11,496	11,496	11,496
24	Amount of line 21 Related to Security – Soft Costs	0	0	0	0
25	Amount of Line 21 Related to Security – Hard Costs	0	0	0	0
26	Amount of line 21 Related to Energy Conservation Measures	1,418,534	1,860,738	1,354,188	677,165

**ATTACHMENT 11: FY 2004 PERFORMANCE AND EVALUATION REPORT**  
**pa003c01**

<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: Scranton Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00350104 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 2004</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	
Hilltop Manor	Boilers, Mechanical Rooms (1999)		1460	35	104,086	0	0	0	Completed 2003CF
PA3-2	Roofs, Soffits & Gutters (1999)		1460	35	0	154,961	154,961	154,961	Completed 2004CF
Bangor Heights	Boilers, Mechanical Rooms (2003)		1460	150	1,314,448	1,860,738	1,354,188	677,165	In Progress 2004 CF
PA3-3									
Jackson Heights	Efficiency's to 1 bedroom (2003)		1460	10	18,763	18,763	18,763	7,380	In Progress 2004 CF
PA3-6	Parking Lot (2004)		1450	1	0	17,883	17,883	17,883	Completed 2004 CF
Jackson Terrace	504 units (2002)		1460	5	2,940	11,496	11,496	11,496	In Progress 2004 CF
PA3-8B									
Washington Plaza	New Entrance Doors		1460	60	55,000	0	0	0	Moved to 2006 CF
PA3-9	New Kitchens		1460	60	147,420	0	0	0	Moved to 2006 CF
	New Bathrooms		1460	60	230,000	0	0	0	Moved to 2006 CF
	Interior Doors and Hardware		1460	60	35,000	0	0	0	Moved to 2006 CF
	New Windows		1460	60	150,000	0	0	0	Moved to 2006 CF
	New Closet Doors		1460	60	40,000	0	0	0	Moved to 2006 CF
	New Storm Doors		1460	60	25,000	0	0	0	Moved to 2006 CF
	Site Work		1450	1	25,000	0	0	0	Moved to 2006 CF
	New Stoves		1465	60	0	0	0	0	Moved to 2006 CF
	New Refrigerators		1465	60	0	0	0	0	Moved to 2006 CF

**ATTACHMENT 11: FY 2004 PERFORMANCE AND EVALUATION REPORT**  
**pa003c01**

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

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**ATTACHMENT 11: FY 2004 PERFORMANCE AND EVALUATION REPORT**  
**pa003c01**

## Annual Statement/Performance and Evaluation Report

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

## Part II: Supporting Pages

[illegible]

**ATTACHMENT 11: FY 2004 PERFORMANCE AND EVALUATION REPORT**  
**pa003c01**

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

[illegible]



**ATTACHMENT 11: FY 2004 PERFORMANCE AND EVALUATION REPORT**  
**pa003c01**

**ATTACHMENT 12: FY 2005 PERFORMANCE AND EVALUATION REPORT**  
**pa003d01**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: SCRANTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA26P00350105 Replacement Housing Factor Grant No:			Federal FY of Grant: <b>2005</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/20006 <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	29,886	0		
3	1408 Management Improvements	176,000	36,000	0	0
4	1410 Administration	175,000	150,284	0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	85,000	70,000	0	0
8	1440 Site Acquisition				
9	1450 Site Improvement	311,000	311,000	0	0
10	1460 Dwelling Structures	1,330,300	1,330,300	0	0
11	1465.1 Dwelling Equipment—Nonexpendable	93,000	93,000	0	0
12	1470 Nondwelling Structures	10,000	10,000	0	0
13	1475 Nondwelling Equipment	57,000	57,000	0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	9,000	8,000	0	0
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	<b>2,276,186</b>	<b>2,060,584</b>	0	0
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				

**ATTACHMENT 12: FY 2005 PERFORMANCE AND EVALUATION REPORT**

**pa003d01**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: SCRANTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA26P00350105 Replacement Housing Factor Grant No:			Federal FY of Grant: <b>2005</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 1)					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/20006 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
24	Amount of line 21 Related to Security – Soft Costs	155,000	15,000	0	0
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	98,000	98,000	0	0

**ATTACHMENT 12: FY 2005 PERFORMANCE AND EVALUATION REPORT****pa003d01****Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: Scranton Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA26P00350105 Replacement Housing Factor Grant No:				Federal FY of Grant: 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	
Bangor Heights	Resurface Driveway		1450	1,600 sq.ft.	2,000	2,000	0	0	under review
PA 3-3	Resurface Parking Lot		1450	4,500 sq.ft.	5,000	5,000	0	0	under review
	Replace Fencing		1450	2,210 l.f.	35,000	35,000	0	0	under review
	Resurface Tennis and Basketball Areas		1450	41,000 sq.ft.	45,000	45,000	0	0	under review
	Replace Basement Grates		1460	66	20,000	20,000	0	0	under review
	New Playground		1475	1	10,000	10,000	0	0	under review
Adams Apts.	New Concrete-Picnic Areas		1450	2,400 sq.ft.	18,000	18,000	0	0	under review
PA 3-4	Resurface Parking Lot		1450	5,000 sq.ft.	10,000	10,000	0	0	under review
	Replace Sidewalks		1450	1,000 sq.ft.	8,000	8,000	0	0	under review
	Replace Underground Heat Lines		1460	1	25,000	25,000	0	0	under review
	New Kitchen Cabinets		1460	61	183,000	183,000	0	0	under review
	New Bathrooms		1460	61	171,000	171,000	0	0	under review
	Interior Apartment Doors		1460	90	15,000	15,000	0	0	under review
	New Roof Fans		1460	4	2,000	2,000	0	0	under review
	VCT/ All Apartments		1460	61	48,800	48,800	0	0	under review
	VCT/ Hallways		1460	4,000 sq.ft.	10,000	10,000	0	0	under review
	New Apartment Entrance Doors		1460	61	30,000	30,000	0	0	under review
	New Closet Doors		1460	61	8,000	8,000	0	0	under review
	New Kitchen Lights		1460	61	5,000	5,000	0	0	under review
	New Bedroom Lights		1460	61	5,000	5,000	0	0	under review
	New Fire Alarm System		1460	1	10,000	10,000	0	0	under review
	Hallway, Stairwell,Porch,Basement Lights		1460	195	19,500	19,500	0	0	under review

**ATTACHMENT 12: FY 2005 PERFORMANCE AND EVALUATION REPORT****pa003d01****Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: Scranton Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA26P00350105 Replacement Housing Factor Grant No:				Federal FY of Grant: 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	
Adams Apts.	New Stoves		1465	61	18,500	18,500	0	0	under review
PA 3-4 (continued)	New Refrigerators		1465	61	15,000	15,000	0	0	under review
Jackson Heights	Landscaping		1450	1	10,000	10,000	0	0	under review
PA 3-6	Resurface Parking Area		1450	18,000 sq.ft.	20,000	20,000	0	0	under review
	New Sidewalks		1450	600 sq.ft.	5,000	5,000	0	0	under review
	Drain Line-Sprinkler System		1450	1	10,000	10,000	0	0	under review
	Outside Lighting		1450	11	5,000	5,000	0	0	under review
	Common Area Upgrade		1460	1	5,000	5,000	0	0	under review
	Hallway Heating System		1460	1	7,000	7,000	0	0	under review
	Floor Covering-Hallways		1460	6	20,000	20,000	0	0	under review
	Temperature Controls-Apartments		1460	96	45,000	45,000	0	0	under review
	New Roof		1460	1	100,000	100,000	0	0	under review
	New Windows		1460	96	190,000	190,000	0	0	under review
	New Peep Holes		1460	96	5,000	5,000	0	0	under review
	New Tub Faucets		1460	96	20,000	20,000	0	0	under review
	New Kitchen Lights		1460	96	10,000	10,000	0	0	under review
	New Medicine Cabinets		1460	96	15,000	15,000	0	0	under review
	Exhaust Vents-Kitchen, Bathrooms		1460	192	11,000	11,000	0	0	under review
	Tile (VCT) in Apartments		1460	96	81,000	81,000	0	0	under review
	New Roof Fans		1460	5	2,500	2,500	0	0	under review
	New Main Entrance Doors		1460	1	12,000	12,000	0	0	under review
	A/C Elevator Mechanical Room		1460	1	3,500	3,500	0	0	under review
	Lighting-Boiler Room		1460	1	1,000	1,000	0	0	under review

**ATTACHMENT 12: FY 2005 PERFORMANCE AND EVALUATION REPORT****pa003d01****Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: Scranton Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA26P00350105 Replacement Housing Factor Grant No:				Federal FY of Grant: 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	
Jackson Heights	Community Restrooms		1470	2	10,000	10,000	0	0	under review
PA 3-6 (continued)	Emergency Exit Doors		1460	3	10,000	10,000	0	0	under review
	New Refrigerators		1465	96	34,000	34,000	0	0	under review
	New Stoves		1465	96	25,500	25,500	0	0	under review
	New A/C-Office		1475	1	1,000	1,000	0	0	under review
	A/C & Heat Unit-Community Room		1475	1	20,000	20,000	0	0	under review
Washington Plaza	Resurface Parking Lot		1450	17,300 sq.ft.	19,000	19,000	0	0	under review
PA 3-9	New Fencing		1450	1,500 l.f.	19,000	19,000	0	0	under review
	New Sidewalks		1450	11,250 sq.ft.	90,000	90,000	0	0	under review
	New Concrete Stairways		1450	6	10,000	10,000	0	0	under review
	Gutters and Downspouts		1460	5	10,000	10,000	0	0	under review
	New Porches		1460	5	120,000	120,000	0	0	under review
	New Lights		1460	60	8,000	8,000	0	0	under review
	New Thermostats		1460	60	6,000	6,000	0	0	under review
	504 Apartments		1460	3	30,000	30,000	0	0	under review
	Range Hoods		1460	60	6,000	6,000	0	0	under review
	New Boilerss		1460	5	40,000	40,000	0	0	under review
	Hot Water Heaters		1460	5	5,000	5,000	0	0	under review
	Replace Building Lights		1460	5	15,000	15,000	0	0	under review
	New Playground		1475	1	10,000	10,000	0	0	under review
	A/C Community Room		1475	1	6,000	6,000	0	0	under review

## ATTACHMENT 12: FY 2005 PERFORMANCE AND EVALUATION REPORT

**pa003d01**

## Annual Statement/Performance and Evaluation Report

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

## Part II: Supporting Pages

PHA Name: Scranton Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA26P00350105 Replacement Housing Factor Grant No:					Federal FY of Grant: 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	Operations		1406		29,886	0	0	0	under review
	Security		1408		100,000	10,000	0	0	under review
	Investigation		1408		55,000	5,000	0	0	under review
	Applicant Screening		1408		5,000	5,000	0	0	under review
	Management Training		1408		5,000	5,000	0	0	under review
	Maintenance Training		1408		5,000	5,000	0	0	under review
	Computer Software		1408		6,000	6,000	0	0	under review
	Administration		1410		175,000	150,284	0	0	under review
	A & E Fees		1430		75,000	65,000	0	0	under review
	Consultant		1430		10,000	5,000	0	0	under review
	Computer Hardware		1475		10,000	5,000	0	0	under review
	Relocation		1495.1		9,000	8,000	0	0	under review
	TOTAL				\$2,276,186	\$2,060,584			

## ATTACHMENT 12: FY 2005 PERFORMANCE AND EVALUATION REPORT

**pa003d01**

## Annual Statement/Performance and Evaluation Report

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

### Part III: Implementation Schedule

[illegible]



**ATTACHMENT 13: FY 2006 ANNUAL STATEMENT – pa003e01**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: SCRANTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA26P00350106 Replacement Housing Factor Grant No:			Federal FY of Grant: <b>2006</b>
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <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	73,103			
3	1408 Management Improvements	412,000			
4	1410 Administration	175,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	80,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	100,000			
10	1460 Dwelling Structures	1,030,000			
11	1465.1 Dwelling Equipment—Nonexpendable	42,000			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	10,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	10,000			
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	<b>1,932,103</b>			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				

**ATTACHMENT 13: FY 2006 ANNUAL STATEMENT – pa003e01**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: SCRANTON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: PA26P00350106 Replacement Housing Factor Grant No:			Federal FY of Grant: <b>2006</b>
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>	
		<b>Original</b>	<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>
24	Amount of line 21 Related to Security – Soft Costs	400,000			
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	200,000			

**ATTACHMENT 13: FY 2006 ANNUAL STATEMENT – pa003e01**

<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: Scranton Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P00350106 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
					Original	Revised	Obligated	Expended	
Washington West PA 3-7	Community Room, Common Area Construction		1460	1	185,000				
Washington Plaza PA 3-9	Site Work		1450	1	100,000				
	New Entrance Doors		1460	60	55,000				
	New Kitchens		1460	60	150,000				
	New Bathrooms		1460	60	230,000				
	Interior Doors and Hardware		1460	60	35,000				
	New Windows		1460	60	160,000				
	New Closet Doors		1460	60	60,000				
	New Storm Doors		1460	60	25,000				
	New Floor Tile		1460	60	90,000				
	New Baseboard Radiators		1460	60	40,000				
	New Stoves		1465	60	18,000				
	New Refrigerators		1465	60	24,000				

**ATTACHMENT 13: FY 2006 ANNUAL STATEMENT – pa003e01**

## Annual Statement/Performance and Evaluation Report

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

## Part II: Supporting Pages

PHA Name: Scranton Housing Authority		<b>Grant Type and Number</b>					<b>Federal FY of Grant: 2006</b>		
		Capital Fund Program Grant No: PA26P00350106 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	
PHA Wide	Operations		1406		73,103				
	Security		1408		345,000				
	Investigation		1408		55,000				
	Management Training		1408		3,000				
	Maintenance Training		1408		3,000				
	Computer Software		1408		6,000				
	Administration		1410		175,000				
	A & E Fees		1430		75,000				
	Consultant		1430		5,000				
	Computer Hardware		1475		10,000				
	Relocation		1495.1		10,000				
	TOTAL				\$1,932,103				

**ATTACHMENT 13: FY 2006 ANNUAL STATEMENT – pa003e01**

## Annual Statement/Performance and Evaluation Report

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

### Part III: Implementation Schedule

[illegible]

**ATTACHMENT 14: FY 2007-2010 FIVE-YEAR PLAN – pa003f01**

**Capital Fund Program Five-Year Action Plan**

**Part I: Summary**

PHA Name Scranton Housing Authority		<input checked="" type="checkbox"/> <b>Original 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
PA 3-1 Valley View				1,176,584	1,154,584
PA 3-2 Hilltop		75,000	221,000		
PA 3-3 Bangor Heights			56,000		
PA 3-4 Adams Apts.		27,500			
PA 3-5 Adams High Rise		47,000	226,500		
PA 3-6 Jackson Heights		10,000	10,000		
PA 3-7 Wash. West		1,005,500	655,500		
PA 3-8A Riverside			57,000	46,000	
PA 3-8B Jackson Terrace			94,500		
PA 3-9 Wash Plaza					
PA 3-12, 3-13 Scat.Sites				22,000	
PHA Wide		75,000			
Operations		105,584	74,084	100,000	100,000
Management Improvements		411,000	411,000	411,000	411,000
Administration		175,000	150,000	175,000	175,000
A & E Fees		100,000	75,000	100,000	100,000
Consultant		10,000	10,000	10,000	10,000
Computer Hardware		10,000	10,000	10,000	10,000
Relocation		9,000	10,000	10,000	100,000
CFP Funds Listed for 5-year planning		<b>2,060,584</b>	<b>2,060,584</b>	<b>2,060,584</b>	<b>2,060,584</b>

**ATTACHMENT 14: FY 2007-2010 FIVE-YEAR PLAN – pa003f01**

<b>Capital Fund Program Five-Year Action Plan</b>						
<b>Part II: Supporting Pages—Work Activities</b>						
Activities for Year 1 2005	Activities for Year :__2__ FFY Grant: 2007 PHA FY: 2008			Activities for Year: __3__ FFY Grant: 2008 PHA FY: 2009		
	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
See	Hilltop Manor PA 3-2	New Steps and Railings	28,000	Hilltop Manor PA 3-2	New Sidewalks	34,500
Annual		New Basketball Poles and Baskets	5,000		Resurface Parking Lots and Driveways	69,000
Statement		Replace Basement Doors	34,000		Resurface Tennis and Basketball Courts	60,500
		Replace Admin. Bldg. Doors	8,000		New Carpeting (Administration Bldg.)	5,000
					New Clothes Poles	3,000
	Adams Apts. PA 3-4	Replace Exterior Lighting	11,000		New A/C System (Administration Bldg.)	21,000
		Emergency Lighting/ Hallways & Stairs	4,500		New Heating System (Garage)	2,000
		Resurface porches and steps-Two Buildings	12,000		Install Benches (Playground Areas)	3,000
					Install Picnic Tables	5,000
	Adams High Rise PA3-5	Emergency Generator	27,000		New Light Poles	18,000
		Replace Two Exit Doors	5,000			
		New Roof Fans	15,000			
	Jackson Heights PA 3-6	Install New Shed	10,000	Bangor Heights PA 3-3	Resurface Clothes Pole areas	20,000
					Replace Sidewalks	32,000
					Replace Entrance Doors- Community Room	4,000
				Adams High Rise PA 3-5	Resurface Blacktop Areas	6,000
					Electrical Emergency Generator	27,000
					Fire Alarm System	10,000
					Sprinkler System Drain Line	15,000
					A/C-Elevator Mechanical Room	3,500
					Replace Heaters in Hallways	24,000

**ATTACHMENT 14: FY 2007-2010 FIVE-YEAR PLAN – pa003f01**

<b>Capital Fund Program Five-Year Action Plan</b>						
<b>Part II: Supporting Pages—Work Activities</b>						
Activities for Year 1 2005	Activities for Year : __2__ FFY Grant: 2007 PHA FY: 2008			Activities for Year: __3__ FFY Grant: 2008 PHA FY: 2009		
	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
See	Wash. West PA 3-7	Community Room, Common Area Const.	650,000	Adams High Rise (Continued)	Ventilation in Stairways	15,000
Annual		Replace HVAC in Three Offices	6,000		Replace Heating System	100,000
Statement		Convert Efficiency Apts. to One BR Apts.& open foyer areas.	350,000		Replace Door in Generator Room	2,000
		Replace Front Entrance Doors	12,000		Install New Doors and Screens on Balconies	24,000
		Replace Three Exit Doors	7,500			
		Heaters in Stairwells and Storage Areas	30,000	Jackson Heights PA 3-6	Resurface Electrical Conduit area In Crawl Space	10,000
	PHA Wide	Operations	55,584	Washington West PA 3-7	Install Steps and Railings	50,000
		Security	330,000		Outdoor Lighting	15,000
		Investigation	60,000		Front Retaining Wall	10,000
		Applicant Screening	5,000		New Patio	20,000
		Management Training	5,000		New Fencing	15,000
		Maintenance Training	5,000		New Benches	2,000
		Computer Software	6,000		Metal Doors/ All Floors	45,000
		Administration	175,000		Penthouse Door	2,500
		A & E Fees	100,000		New Roof Fans	2,500
		Consultant	10,000		Resurface Blacktop Areas	22,000
		Computer Hardware	10,000		Parking Lot Security Gates	14,000
		Relocation	9,000		Rear Exit Doors	4,000
		Replace Smoke Detectors	75,000		Common Area Restrooms	10,000
	<b>TOTAL</b>		<b>\$2,060,584</b>			



**ATTACHMENT 14: FY 2007-2010 FIVE-YEAR PLAN – pa003f01**

<b>Capital Fund Program Five-Year Action Plan</b>						
<b>Part II: Supporting Pages—Work Activities</b>						
Activities for Year 1 2005	Activities for Year :__2__ FFY Grant: 2007 PHA FY: 2008			Activities for Year: __3_ FFY Grant: 2008 PHA FY: 2009		
	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
See				Washington West PA 3-7 (Continued)	A/C/ Heater- Community Room	25,000
Annual					Carpet Hallways	25,000
Statement					A/C Rooftop Mechanical Room	3,500
					New Sidewalks	65,000
					Clean, Caulk, point and paint Exterior of Building	175,000
					Establish Sitting Areas (Open Areas with Windows)-each Floor	150,000
				Riverside PA 3-8A	New Storage Shed	10,000
					New Sidewalks	12,000
					Resurface Blacktop Areas	34,000
					Stripe Parking Lot	1,000
				Jackson Terrace PA 3-8B	New Storage Shed	10,000
					Replace Site Lighting	12,000
					Resurface Blacktop Areas	26,000
					Install Playground	7,000
					New Fencing	22,000
					New Refrigerators	17,500

**ATTACHMENT 14: FY 2007-2010 FIVE-YEAR PLAN – pa003f01**

# Capital Fund Program Five-Year Action Plan

## Part II: Supporting Pages—Work Activities

Activities for Year 1 2005	Activities for Year : <u>  2  </u> FFY Grant: 2007 PHA FY: 2008			Activities for Year: <u>  3  </u> FFY Grant: 2008 PHA FY: 2009		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See				PHA Wide	Operations	74,084
					Security	330,000
					Investigation	60,000
Annual					Applicant Screening	5,000
Statement					Management Training	5,000
					Maintenance Training	5,000
					Computer Software	6,000
					Administration	150,000
					A & E Fees	75,000
					Consultant	10,000
					Computer Hardware	10,000
					Relocation	10,000
				<b>TOTAL</b>		<b>\$2,060,584</b>

**ATTACHMENT 14: FY 2007-2010 FIVE-YEAR PLAN – pa003f01**

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**ATTACHMENT 14: FY 2007-2010 FIVE-YEAR PLAN – pa003f01**

# Capital Fund Program Five-Year Action Plan

## Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u>4</u> FFY Grant: 2009 PHA FY: 20010			Activities for Year: <u>5</u> FFY Grant: 2010 PHA FY: 2011		
	PHA Wide	Operations	100,000	PHA Wide	Operations	100,000
See		Security	330,000		Security	330,000
Annual		Investigation	60,000		Investigation	60,000
Statement		Applicant Screening	5,000		Applicant Screening	5,000
		Management Training	5,000		Management Training	5,000
		Maintenance Training	5,000		Maintenance Training	5,000
		Computer Software	6,000		Computer Software	6,000
		Administration	175,000		Administration	175,000
		A & E Fees	100,000		A & E Fees	100,000
		Consultant	10,000		Consultant	10,000
		Computer Hardware	10,000		Computer Hardware	10,000
		Relocation	10,000		Relocation	100,000
	<b>TOTAL</b>		<b>\$2,060,584</b>	<b>TOTAL</b>		<b>\$2,060,584</b>