

<b>PHA 5-Year and Annual Plan</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 4/30/2011</b>
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<b>1.0</b>	<b>PHA Information</b> PHA Name: <u>St. Clair County Housing Authority</u> PHA Code: <u>IL030</u> PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>7/1/2010</u>																										
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>1002</u> Number of HCV units: <u>1909</u>																										
<b>3.0</b>	<b>Submission Type</b> <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only																										
<b>4.0</b>	<b>PHA Consortia</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)																										
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) Included in the Consortia</th> <th rowspan="2">Programs Not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program		PH	HCV	PHA 1:						PHA 2:						PHA 3:					
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<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.																										
<b>5.1</b>	<b>Mission.</b> 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 for the next five years: <b>See Attachment #il030a03</b>																										
<b>5.2</b>	<b>Goals and Objectives.</b> Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. <b>See Attachment #il030a03</b>																										
<b>6.0</b>	<b>PHA Plan Update</b> (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: <p style="text-align: center;"><b>Proposed revisions in PHA Plan elements are contained in Attachment #il030b01</b></p> (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. <p style="text-align: center;"><b>SCCHA Main Office, 1790 South 74<sup>th</sup> St., Belleville, IL 62223</b>  <b>On-line @ SCCHA website <a href="http://www.sccha.org">www.sccha.org</a></b></p> (c) A copy of the 5 Year and Annual PHA Plan is posted and available for review at the following Site Management Offices: <p style="text-align: center;">511 South 6<sup>th</sup> St., Brooklyn (Thomas Terry Apartments)          610 South 66<sup>th</sup> St., Centreville (Private Mathison Manor)          4731 Tudor, Centreville (Ernest Smith Sr. Apartments)</p>																										
<b>7.0</b>	<b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> <b>See Attachment #il030c03</b>																										
<b>8.0</b>	<b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.																										
<b>8.1</b>	<b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> , form HUD-50075.1, for each current and open CFP grant and CFFP financing. <p style="text-align: center;"><b>See Attachment #il030d03</b></p>																										
<b>8.2</b>	<b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i> , form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. <p style="text-align: center;"><b>See Attachment #il030e03</b></p>																										

8.3	<p><b>Capital Fund Financing Program (CFFP).</b>  <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p> <p style="text-align: center;"><b>SCCHA does not propose to use any portion of its CFP to pay debt incurred to finance capital improvements</b></p>
9.0	<p><b>Housing Needs.</b> Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p style="text-align: center;"><b>See Attachment #il030f03</b></p>
9.1	<p><b>Strategy for Addressing Housing Needs.</b> 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. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b></p> <p style="text-align: center;"><b>See Attachment #il030g03</b></p>
10.0	<p><b>Additional Information.</b> Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year Plan.</p> <p style="text-align: center;"><b>See Attachment #il030h03</b></p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p> <p><b>The St. Clair County Housing Authority (SCCHA) establishes the following criteria for substantial deviations and significant amendments to its Agency Plan:</b></p> <ul style="list-style-type: none"> <li>• <b>Changes to rent or admissions policies or organization of the waiting list;</b></li> <li>• <b>Additions of non-emergency work items (items not included in the current Annual Statement or five-Year Action Plan) or change in the use of replacement reserve funds under the Capital Fund;</b></li> <li>• <b>Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.</b></li> </ul>
11.0	<p><b>Required Submission for HUD Field Office Review.</b> In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. <b>Note:</b> Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) <b>N/A</b></p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.  <b>Attachment # il030k03</b></p> <p>(g) Challenged Elements <b>None</b></p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)  <b>Attachment # il030d03</b></p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only) <b>Attachment # il030e03</b></p>

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

## Instructions form HUD-50075

**Applicability.** This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

### 1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

### 2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

### 3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

### 4.0 PHA Consortia

Check box if submitting a Joint PHA Plan and complete the table.

### 5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

**5.1 Mission.** A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

**5.2 Goals and Objectives.** Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

**6.0 PHA Plan Update.** In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

#### PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

**7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers**

- (a) **Hope VI or Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm)  
**Note:** This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

**8.0 Capital Improvements.** This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

**8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report.** PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;
2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
3. Upon completion or termination of the activities funded in a specific capital fund program year.

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

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

**8.3 Capital Fund Financing Program (CFFP).** Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

**9.0 Housing Needs.** Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

**9.1 Strategy for Addressing Housing Needs.** Provide a 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. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

**10.0 Additional Information.** Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

**11.0 Required Submission for HUD Field Office Review.** In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

**5-YEAR PLAN  
PHA FISCAL YEARS 2011 - 2015**

**A. Mission**

**It is the mission of the St. Clair County Housing Authority (SCCHA) to provide well-maintained and safe assisted housing to the eligible low-income residents of St. Clair County. SCCHA is committed to assisting residents in meeting their personal development goals, especially those related to achieving economic self-sufficiency and those related to senior citizens maintaining an independent lifestyle. SCCHA is committed to providing its services in an efficient, economical, and legally responsible manner.**

**B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation.

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

- SCCHA 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)
  
- SCCHA Goal: Improve the quality of assisted housing  
Objectives:
  - Improve public housing management
  - Improve voucher management:
  - Increase customer satisfaction:
  - Concentrate on efforts to improve specific management functions:
    - Increase Public Housing Occupancy Rates
    - Reduce Public Housing Vacant Unit Turnover
  - Renovate or modernize public housing units:
  - Demolish or dispose of obsolete public housing:
  - Provide replacement public housing:
  - Provide replacement vouchers:
  - Other: (list below)

-Continued Development and Refinement of Project Based Budgeting and Asset Management Approach to Public Housing Operations.

- SCCHA Goal: Increase assisted housing choices
  - Objectives:
    - Provide voucher mobility counseling:
    - Conduct outreach efforts to potential voucher landlords
    - Increase voucher payment standards (above 100% of local FMR)
    - 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**

- SCCHA Goal: Provide an improved living environment
  - Objectives:
    - Implement measures to de-concentrate 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)

-Continue aggressive applicant screening and resident lease enforcement efforts.

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

- SCCHA 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)

-Encourage/promote resident participation in education/training programs by fostering partnerships with providers.

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

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

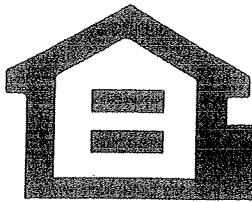
**Other SCCHA Goals and Objectives: (see attached list of goals for upcoming fiscal year)**



## **ANNUAL PLAN GOALS FOR APU 2010**

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- 1) Continued development of Asset Management Systems and implementation of Project Based Budgeting Process to comply with federal law, HUD regulations, and to assess the financial performance and long-term viability of each public housing “property.”
- 2) Continue to utilize Capital Fund Program to upgrade / modernize the public housing stock.
- 3) Through partnerships with local law enforcement and prevention program service providers and other initiatives, reduce the level of drug-related crime in the targeted developments to a level equal to or less than the surrounding neighborhoods.
- 4) Improve security within developments, particularly those in Centreville, thru utilization of security cameras with monitoring accomplished with the assistance of local law enforcement.
- 5) Enhance fire prevention safety thru more vigilant inspections by maintenance and management personnel and thru the use of stove switch alterations to reduce the number cooking related fires.
- 6) Obtain HUD approval / renewal of designated housing plan (for elderly only, non-elderly disabled only, etc.).
- 7) Comply with statutory and any HUD regulatory requirements to maintain site-based wait lists for public housing program.
- 8) Arrange for Fair Housing and Reasonable Accommodation Training for all staff involved in wait list, admissions and/or continued occupancy activities for any federal housing program administered.
- 9) Disposition of St. Libory Rural Development Property



# ST. CLAIR COUNTY HOUSING AUTHORITY

1790 SOUTH 74TH STREET  
(618) 277-3290  
www.sccha.org

BELLEVILLE, ILLINOIS 62223  
FAX (618) 277-1806  
sccha@sccha.org

December 31, 2009

Dear Public Housing Resident:

Please be advised that the St. Clair County Housing Authority (SCCHA) has completed its annual review of the Utility Allowance Schedule (UAS) for its public housing properties.

The review was conducted by a consultant specializing in the calculation and establishment of UAS for public housing developments and other federally assisted housing programs. The UAS proposed by the consultant is attached for review and is scheduled to go into effect May 1, 2010. The proposed UAS is subject to a resident review and written comment period of 60 days (through March 1, 2010).

The UAS is based upon local utility rates adjusted for climatic conditions and unit size / building type using estimated consumption levels established by HUD guidelines. The UAS is based on resident-purchased utilities, which varies by public housing location, but can include any combination of natural gas, electric, water, sewer and / or trash services. Supporting documentation is available for review upon request at the SCCHA Office in Belleville, during normal business hours.

The UAS will be implemented through-out 2010 in accordance with the annual recertification for each resident household.

Residents may request "individual relief" from payment of utility supplier billings in excess of the allowances for resident-purchased utilities as outlined in the attached notice.

Should you have any questions, you may contact your assigned management representative or a member of the Central Office management staff. Written comments regarding the proposed UAS will be accepted at this office through March 1, 2010.

Sincerely,



David L. Wagner  
Executive Director

## "EQUAL HOUSING OPPORTUNITY"

**EXECUTIVE DIRECTOR**

Dave Wagner

**ATTORNEYS**

Philip Rice  
Kevin Kaufhold

**COMMISSIONERS**

Eugene Verdu, Chairman  
Daniel Barger

Billie Jean Miller

Vivian Cash  
Phil Johnson



NOTIFICATION OF OPPORTUNITY TO APPLY FOR INDIVIDUAL RELIEF

Should a resident incur and pay utility bills in excess of the established allowances as a result of excessive consumption not within the control of the resident, he/she has the right to request individual relief from SCCHA. Individual relief shall be granted in situations where the excess consumption was clearly not within the reasonable control of the resident. Examples include, but are not necessarily limited to: A) leak in water lines not reasonably detectable by the resident; B) a verifiable equipment malfunction (i.e. furnace) not within the control nor reasonably detectable by the resident that results in excess utility consumption; C) SCCHA 's failure to correct within a reasonable time period a condition that causes excessive utility consumption, provided that the condition is properly and timely reported to SCCHA.

Relief shall not be granted in situations where the resident could reasonably be expected to detect the condition causing excess consumption and/or failed to report the condition to SCCHA in the proper and timely manner.

In cases where it is determined that individual relief is warranted, the amount of the relief shall be determined based on the difference between the actual costs incurred and the average cost for a similar time period prior to the occurrence of the condition that resulted in the excess consumption. The relief determined appropriate, relief may be granted in the form of a check payable either to the resident and/or the appropriate utility company.

Residents interested in applying for individual relief must submit a written request explaining in detail the circumstances resulting in their belief that individual relief is warranted. Written requests must be submitted to the Property Manager within 30 days of the date of the filling for which individual relief is sought.

Your signature below demonstrates acknowledgement of the aforementioned.

_____	_____	_____	_____
Leasehead	Date	Co-Resident	Date
_____	_____		
SCCHA Staff Signature	Date		

St. Clair County Housing Authority  
Proposed Public Housing Utility Allowance Schedule  
Proposed Effective Date May 1, 2010

Bedroom size

Development/Location

30-1 Brooklyn  
30-2 Marissa  
30-3 Dupo  
30-5 Smithton  
30-6(no H) Centreville Ernest Smith  
30-6H Hi-Rise Adeline James  
30-60 Centreville Private Mathison  
30-7 Marissa  
30-8 Centreville Ernest Smith  
30-80 Centreville Private Mathison  
30-9 Brooklyn Gas & Electric  
30-9 Brooklyn Electric Only  
30-10 Centreville Private Mathison  
30-11 Alorton  
30-12 Brooklyn  
30-13 New Athens  
30-14 Lebanon  
30-16 Bel-Plaza 2  
30-61 Bel-Plaza 1  
30-17 Wash. Park  
30-18 Swansea  
30-19 Lenzberg  
30-20 Centreville  
30-21 New Athens  
30-22 Millstadt  
30-24A O'Fallon Estate Drive  
20-24B O'Fallon Jefferson  
30-27 Amber Ct.  
30-28 Lenzberg


0	1	2	3	4	5
	83	95	109	120	132
		95	109	120	
68	76	89	105	117	
	83		109	120	
	83	95	106	117	
	33	40			
	83	95	106	117	
	86				
	80	92	106		128
		92	106		
	111	130	157		
	136	158	192		
	80	92	106	117	
	115	133	159	175	
	115	135	160		
	142	171			
	128	154	195		
	79				
	79				
	110	128			
	133				
	116	134			
	83				
	144				
	174	208	262		
		109			
		149			
	105	120			
		101	116		

Resident Comment Period: December 31, 2009 - March 1, 2010

Anticipated Board Approval Date: March 10, 2010

Proposed Effective Date: May 1, 2010

To: Dave Wagner, Executive Director

Fr: Larry McLean, Deputy Director 

Re: Proposed Utility Allowance Schedule for Section 8 HCVP

Dt: January 11, 2010

The attached Utility Allowance Schedule is recommended for approval by the Board of Commissioners at their next meeting.

The schedules were prepared by the Nelrod Corporation, a consulting firm that specializes in federally assisted housing matters, including establishing utility allowance schedules.

Upon Board approval, the utility allowance schedule will be implemented effective April 1, 2010 for annual recertifications and February 1, 2010 for new admissions and unit transfers.

If you have any questions, comments or need any additional information, please let me know.

Thank you.

**Allowances for Tenant  
Furnished Utilities and other  
Services**

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

OMB Approval No. 2577-0169

Locality: <b>St Clair County Housing Authority, IL</b>		Unit Type: <b>Apartment/ Walk-Up</b>				Effective Date: 2/1/10 (moves & new admits), 4/1/10 for Annuals	
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	\$10.00	\$12.00	\$14.00	\$15.00	\$16.00	\$18.00
	b. Bottle Gas	\$26.00	\$31.00	\$36.00	\$39.00	\$42.00	\$46.00
	c. Electric	\$13.00	\$21.00	\$29.00	\$36.00	\$44.00	\$51.00
	d. Oil / Other	N/A	N/A	N/A	N/A	N/A	N/A
Cooking	a. Natural Gas	\$3.00	\$3.00	\$5.00	\$5.00	\$7.00	\$8.00
	b. Bottle Gas	\$7.00	\$8.00	\$13.00	\$15.00	\$18.00	\$20.00
	c. Electric	\$5.00	\$7.00	\$10.00	\$12.00	\$14.00	\$16.00
	d. Coal / Other	N/A	N/A	N/A	N/A	N/A	N/A
Other Electric		\$15.00	\$23.00	\$30.00	\$38.00	\$45.00	\$53.00
Air Conditioning		\$4.00	\$7.00	\$10.00	\$13.00	\$17.00	\$20.00
Water Heating	a. Natural Gas	\$5.00	\$7.00	\$10.00	\$12.00	\$14.00	\$17.00
	b. Bottle Gas	\$13.00	\$18.00	\$24.00	\$31.00	\$37.00	\$44.00
	c. Electric	\$10.00	\$16.00	\$22.00	\$28.00	\$34.00	\$39.00
	d. Oil / Other	N/A	N/A	N/A	N/A	N/A	N/A
Water		\$27.00	\$28.00	\$34.00	\$40.00	\$45.00	\$51.00
Sewer		\$21.00	\$21.00	\$27.00	\$32.00	\$37.00	\$42.00
Sewer Treatment		\$13.00	\$13.00	\$18.00	\$24.00	\$29.00	\$34.00
Trash Collection		\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00
Range / Microwave Tenant-purchased		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Refrigerator Tenant-purchased		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Other--specify: <b>Monthly Electric Fee \$11.91</b>		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
<b>Monthly Gas Fee \$20.50</b>		\$21.00	\$21.00	\$21.00	\$21.00	\$21.00	\$21.00
<b>Actual Family Allowances</b>		Utility or Service		per month cost			
To be used by the family to compute allowance. Complete below for the actual unit rented.		Heating		\$			
		Cooking		\$			
Name of Family		Other Electric		\$			
		Air Conditioning		\$			
		Water Heating		\$			
Address of Unit		Water		\$			
		Sewer		\$			
		Trash Collection		\$			
		Range / Microwave		\$			
		Refrigerator		\$			
		Other		\$			
Number of Bedrooms		Other		\$			
		Total		\$			

**Allowances for Tenant  
Furnished Utilities and other  
Services**

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

OMB Approval No. 2577-0169

Locality: <b>St Clair County Housing Authority, IL</b>		Unit Type: <b>Detached House</b>				Effective Date: 2/1/10 (moves & new admits), 4/1/10 for Annuals	
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	\$14.00	\$22.00	\$30.00	\$38.00	\$46.00	\$55.00
	b. Bottle Gas	\$36.00	\$57.00	\$78.00	\$99.00	\$121.00	\$143.00
	c. Electric	\$26.00	\$36.00	\$47.00	\$57.00	\$67.00	\$78.00
	d. Oil / Other	N/A	N/A	N/A	N/A	N/A	N/A
Cooking	a. Natural Gas	\$3.00	\$3.00	\$5.00	\$5.00	\$7.00	\$8.00
	b. Bottle Gas	\$7.00	\$8.00	\$13.00	\$15.00	\$18.00	\$20.00
	c. Electric	\$5.00	\$7.00	\$10.00	\$12.00	\$14.00	\$16.00
	d. Coal / Other	N/A	N/A	N/A	N/A	N/A	N/A
Other Electric		\$22.00	\$32.00	\$42.00	\$56.00	\$66.00	\$76.00
Air Conditioning		\$5.00	\$7.00	\$12.00	\$17.00	\$22.00	\$27.00
Water Heating	a. Natural Gas	\$5.00	\$7.00	\$10.00	\$12.00	\$14.00	\$17.00
	b. Bottle Gas	\$13.00	\$18.00	\$24.00	\$31.00	\$37.00	\$44.00
	c. Electric	\$10.00	\$16.00	\$22.00	\$28.00	\$34.00	\$39.00
	d. Oil / Other	N/A	N/A	N/A	N/A	N/A	N/A
Water		\$35.00	\$36.00	\$42.00	\$47.00	\$53.00	\$59.00
Sewer		\$21.00	\$21.00	\$27.00	\$32.00	\$37.00	\$42.00
Sewer Treatment		\$13.00	\$13.00	\$18.00	\$24.00	\$29.00	\$34.00
Trash Collection		\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00
Range / Microwave Tenant-purchased		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Refrigerator Tenant-purchased		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Other--specify: <b>Monthly Electric Fee \$11.91</b>		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
<b>Monthly Gas Fee \$20.50</b>		\$21.00	\$21.00	\$21.00	\$21.00	\$21.00	\$21.00

<b>Actual Family Allowances</b>		Utility or Service	per month cost		
To be used by the family to compute allowance. Complete below for the actual unit rented.		Heating	\$		
		Cooking	\$		
Name of Family		Other Electric	\$		
		Air Conditioning	\$		
		Water Heating	\$		
		Water	\$		
Address of Unit		Sewer	\$		
		Trash Collection	\$		
		Range / Microwave	\$		
		Refrigerator	\$		
		Other	\$		
		Number of Bedrooms		Other	\$
				Total	\$

**Allowances for Tenant  
Furnished Utilities and other  
Services**

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

OMB Approval No. 2577-0169

Locality: <b>St Clair County Housing Authority, IL</b>	Unit Type: <b>Row House/ Townhouse &amp; Semi-Detached/ Duplex</b>	Effective Date: 2/1/10 (moves & new admits), 4/1/10 for Annuals
--	--	---

Utility or Service	Monthly Dollar Allowances						
	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	a. Natural Gas	\$16.00	\$22.00	\$29.00	\$35.00	\$42.00	\$48.00
	b. Bottle Gas	\$41.00	\$57.00	\$75.00	\$91.00	\$109.00	\$124.00
	c. Electric	\$19.00	\$28.00	\$37.00	\$46.00	\$54.00	\$63.00
	d. Oil / Other	N/A	N/A	N/A	N/A	N/A	N/A
Cooking	a. Natural Gas	\$3.00	\$3.00	\$5.00	\$5.00	\$7.00	\$8.00
	b. Bottle Gas	\$7.00	\$8.00	\$13.00	\$15.00	\$18.00	\$20.00
	c. Electric	\$5.00	\$7.00	\$10.00	\$12.00	\$14.00	\$16.00
	d. Coal / Other	N/A	N/A	N/A	N/A	N/A	N/A
Other Electric		\$15.00	\$25.00	\$34.00	\$47.00	\$57.00	\$66.00
Air Conditioning		\$4.00	\$6.00	\$11.00	\$16.00	\$22.00	\$27.00
Water Heating	a. Natural Gas	\$5.00	\$7.00	\$10.00	\$12.00	\$14.00	\$17.00
	b. Bottle Gas	\$13.00	\$18.00	\$24.00	\$31.00	\$37.00	\$44.00
	c. Electric	\$10.00	\$16.00	\$22.00	\$28.00	\$34.00	\$39.00
	d. Oil / Other	N/A	N/A	N/A	N/A	N/A	N/A
Water		\$35.00	\$36.00	\$42.00	\$47.00	\$53.00	\$59.00
Sewer		\$21.00	\$21.00	\$27.00	\$32.00	\$37.00	\$42.00
Sewer Treatment		\$13.00	\$13.00	\$18.00	\$24.00	\$29.00	\$34.00
Trash Collection		\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00
Range / Microwave Tenant-purchased		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Refrigerator Tenant-purchased		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Other--specify: <b>Monthly Electric Fee \$11.91</b>		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
<b>Monthly Gas Fee \$20.50</b>		\$21.00	\$21.00	\$21.00	\$21.00	\$21.00	\$21.00

<b>Actual Family Allowances</b>		Utility or Service	per month cost
To be used by the family to compute allowance. Complete below for the actual unit rented.		Heating	\$
		Cooking	\$
Name of Family		Other Electric	\$
		Air Conditioning	\$
		Water Heating	\$
		Water	\$
		Sewer	\$
Address of Unit		Trash Collection	\$
		Range / Microwave	\$
		Refrigerator	\$
		Other	\$
		Other	\$
Number of Bedrooms		Other	\$
		<b>Total</b>	\$



**Allowances for Tenant  
Furnished Utilities and other  
Services**

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

OMB Approval No. 2577-0169

Locality: <b>St Clair County Housing Authority, IL</b>		Unit Type: <b>Mobile Home</b>				Effective Date: 2/1/10 (moves & new admits), 4/1/10 for Annuals	
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas		\$25.00	\$27.00	\$27.00	\$28.00	\$29.00
	b. Bottle Gas		\$65.00	\$70.00	\$72.00	\$73.00	\$77.00
	c. Electric		\$47.00	\$48.00	\$49.00	\$50.00	\$51.00
	d. Oil / Other		N/A	N/A	N/A	N/A	N/A
Cooking	a. Natural Gas		\$3.00	\$5.00	\$5.00	\$7.00	\$8.00
	b. Bottle Gas		\$8.00	\$13.00	\$15.00	\$18.00	\$20.00
	c. Electric		\$7.00	\$10.00	\$12.00	\$14.00	\$16.00
	d. Coal / Other		N/A	N/A	N/A	N/A	N/A
Other Electric			\$28.00	\$38.00	\$49.00	\$60.00	\$69.00
Air Conditioning			\$6.00	\$11.00	\$17.00	\$22.00	\$27.00
Water Heating	a. Natural Gas		\$7.00	\$10.00	\$12.00	\$14.00	\$17.00
	b. Bottle Gas		\$18.00	\$24.00	\$31.00	\$37.00	\$44.00
	c. Electric		\$16.00	\$22.00	\$28.00	\$34.00	\$39.00
	d. Oil / Other		N/A	N/A	N/A	N/A	N/A
Water			\$36.00	\$42.00	\$47.00	\$53.00	\$59.00
Sewer			\$21.00	\$27.00	\$32.00	\$37.00	\$42.00
Sewer Treatment			\$13.00	\$18.00	\$24.00	\$29.00	\$34.00
Trash Collection			\$16.00	\$16.00	\$16.00	\$16.00	\$16.00
Range / Microwave Tenant-purchased			\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Refrigerator Tenant-purchased			\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Other--specify: <b>Monthly Electric Fee \$11.91</b>			\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
<b>Monthly Gas Fee \$20.50</b>			\$21.00	\$21.00	\$21.00	\$21.00	\$21.00
<b>Actual Family Allowances</b>					Utility or Service		per month cost
To be used by the family to compute allowance. Complete below for the actual unit rented.					Heating		\$
					Cooking		\$
Name of Family					Other Electric		\$
					Air Conditioning		\$
					Water Heating		\$
					Water		\$
Address of Unit					Sewer		\$
					Trash Collection		\$
					Range / Microwave		\$
					Refrigerator		\$
					Other		\$
					Other		\$
					Other		\$
Number of Bedrooms					Total		\$

**2010 Agency Plan Update  
Proposed Changes in Section 8 HCVP  
Administrative Plan**

**Revision #1** – Chapter 3, Part 3-I.C – the following paragraph shall be added at the end of the sub-part entitled “Family Break-up” on page 3-3:

Admission preferences will be updated to reflect the continued applicability to the household members retaining rights to the original application. Admission preferences shall be assigned as appropriate to any new application submitted as a result of a family break-up.

**Revision #2** – Chapter 3, Part 3-III.C – Other Permitted Reasons For Denial of Assistance, page 3-19, the fourth paragraph is revised to read as follows:

Criminal activity that may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents or other persons, specifically including, but not limited to being a registered sex offender.

**Revision #3** – Chapter 3, Part 3-III, a new sub-part G is added to page 3-26:

**Re-applying After Denial**

Applicants denied admission to the Section 8 HCVP for cause as outlined herein shall not be eligible to re-apply for a minimum period of one year. The one year period may be waived, shortened or extended by determinations made through the informal review and/or grievance process on a case by case basis.

**Revision #4** – Chapter 4, Part III.C “Selection Method” SCCHA Policy (page 4-9) as it relates to the admission preference for Excessive Housing Costs, this paragraph shall read as follows:

*Excessive shelter costs is defined as situations when the applicant is paying more than 30% of their adjusted monthly income for rent and utilities, with the utilities being based upon the Section 8 Program’s Utility Allowance Schedule for the appropriate bedroom size. To receive this preference the applicant must be in an independent rental or homebuyer situation. The applicant’s name must appear as the head of household, spouse or co-head on the lease agreement (or mortgage document) and/or occupancy permit, as applicable. A family under foreclosure may also qualify for this preference following the same process outlined (i.e. mortgage payment plus utility estimate exceeds 30% of adjusted monthly income). This preference may be awarded to an applicant up to 12 months after their qualifying tenancy (as described above) ended due to excessive housing costs, provided the applicant has not re-established tenancy as an independent renter or homebuyer. A re-established tenancy will be considered for this preference*

Revised 4/14/10

*based upon the merits of the current tenancy.*

**Revision #5** - Chapter 4, Part III.C “Selection Method” SCCHA Policy (page 4-9) as it relates to the admission preference for Veterans, changed to specify that ***“To receive this preference the veteran’s military service must not have concluded on a negative basis (i.e. dishonorable discharge, bad conduct discharge, etc.).”***

**Revision #6** – Chapter 8, Part I Physical Standards, sub-part 8-I—A General Requirements, “Carbon Monoxide Detector” shall be added as the last bulleted item.

**Revision #7** – Chapter 8, Part I Physical Standards, sub-part 8-II Additional Local Standards, Page 8-4, under Clarification of HUD Requirements the following narrative shall be added:

Water Supply – There must be an approvable public or private sanitary water supply for the unit. If the structure is connected to a city, town or other public water supply, this will pass. If it is a private water supply, such as well water, for the unit to pass initial inspection the property owner is required to provide a copy of written certification from the appropriate public entity that the water supply meets applicable quality standards. The certification must be dated within the last 12 month period. Once the unit passes the initial inspection, the tenant and owner assume joint responsibility to ensure that the water supply continues to meet applicable quality standards (this does not mean that the tenant is required to pay for any costs associated with necessary improvements to the private water supply).

**Revision #8** - Exhibit 8-1: Overview of HUD Housing Quality Standards (page 8-20), the following narrative shall be added at the end of the section:

#### **Carbon Monoxide Detectors**

Carbon monoxide detectors (CMD) must be installed in accordance with Illinois State Statute. In addition, SCCHA policy is to require a CMD in the basement area of any dwelling which is otherwise required to have a CMD. This policy is based upon the fact that when there is a basement, the gas appliances (furnace and/or water heater) are usually located in the basement and past experience demonstrates that whether or not a basement is finished, it is commonly used for sleeping by household members and/or guests.

**Revision #9** - Exhibit 8-2: Summary of Tenant Preference Areas Related to Housing Quality Standards (page 8-22), the final sentence shall be revised to read:

Families have no discretion with respect to lead-based paint standards and legal requirements related to smoke detectors and carbon monoxide detectors.

Revised 4/14/10

**Revision #10** – Chapter 11, Part 11-II.C - “Changes Affecting Income and Expenses” sub-part entitled “Required Reporting” (page 11-9) the following narrative shall be inserted in after the third bullet:

When an increase in income (or decrease in deductions) is required to be reported, the change must be reported to SCCHA within 30 days of the effective date of the change (i.e. first day of a new job, date of benefit determination notice).

**Revision #11** – Chapter 11, Part 11-II.D – Processing the Interim Reexamination, sub-part “Effective Dates” the second paragraph under SCCHA Policy shall read as follows:

If a family fails to provide all required information within the required time frames, the increase will be applied retroactively to the date it would have been effective had the information been provided on a timely basis.

If a family fails to report a change within the required time frames the increase will be applied retroactively to the first of the month following the effective date of the change.

When retroactive effective dates are applied, the family will be responsible for any overpaid subsidy and may be offered repayment agreement in accordance with the policies in Chapter 16.

**Revision #12** - Chapter 11, Part III, sub-part 11-III.C Notification of New Family Share and HAP Amount (page 11-12), the following narrative shall be added under SCCHA Policy:

If the family disputes SCCHA’s income projection and the projection is lowered, the case shall be flagged for follow-up monitoring to determine actual household income for the 12 month recertification period. If it is determined that actual income for the period exceeds the lower projection resulting from the family’s dispute of the original projection, and the family did not subsequently report a change of income (i.e. increase), then the family shall be responsible for reimbursement of the overpaid HAP for the recertification period. The reimbursement shall be due and payable in lump sum amount within 60 days of the determination.

**Revision #13** – Chapter 16, Part VI.C, Records Management (page 16-22) the following paragraph shall be added at the end of this part:

#### **Participant Request for File Documents**

Requests by participants for copies of documents from the file maintained related to their participation in the program shall be considered the same as a request

Revised 4/14/10

submitted under the Freedom of Information Act (FOIA) in that the request must be submitted in writing, SCCHA has up to 5 business days to respond, and there may be a cost to the participant.

**2010 Agency Plan Update**  
**Summary of Proposed Changes in the Public Housing**  
**Admissions and Continued Occupancy Policy**

- 1) Section 10.1 – “Preferences” (Wait List Admission Preferences), part b (Veteran preference), changed to specify that ***“To receive this preference the veteran’s military service must not have concluded on a negative basis (i.e. dishonorable discharge, bad conduct discharge, etc.).”***
- 2) Section 10.1 – “Preferences” (Wait List Admission Preferences) Part d (Excessive Rent / Housing cost Burden) to clarify criteria for receiving this preference.

*Excessive shelter costs is defined as situations when the applicant is paying more than 30% of their adjusted monthly income for rent and utilities, with the utilities being based upon the Section 8 Program’s Utility Allowance Schedule for the appropriate bedroom size. To receive this preference the applicant must be in an independent rental or homebuyer situation. The applicant’s name must appear as the head of household, spouse or co-head on the lease agreement (or mortgage document) and/or occupancy permit, as applicable. A family under foreclosure may also qualify for this preference following the same process outlined (i.e. mortgage payment plus utility estimate exceeds 30% of adjusted monthly income). This preference may be awarded to an applicant up to 12 months after their qualifying tenancy (as described above) ended due to excessive housing costs, provided the applicant has not re-established tenancy as an independent renter or homebuyer. A re-established tenancy will be considered for this preference based upon the merits of the current tenancy.*

- 3) Section 15.6 Interim Recertifications to clarify resident reporting requirements for changes in household income and/or family composition and criteria for completing interim recertifications. Section 15.6 now reads as follows:

15.6 Interim Reexaminations

A) Income Changes

During an interim reexamination, only the information affected by the changes being reported will be reviewed and verified.

Families are required to report increases in gross income or decreases in allowable expenses (i.e. deductions to annual income such as child care costs) of \$200 or more per month, when the change can reasonably be anticipated to last 60 days or longer, between annual reexaminations when any of the following apply:

- The family receives a Utility Reimbursement Payment (i.e. has a negative rent);

- A family member starts receiving a new non-wage benefit amount such as Social Security/SSI, TANF benefits, etc.
- The increase in income or decrease in expense deductions could have reasonably been anticipated by the family at the time of the recertification (e.g. seasonal / temporary employment assignments, pending job application, in an on-the-job training program, etc.).

The change(s) must be reported by the family within 30 days of the date the change takes effect (i.e. first day of new job, date of benefit determination notice).

Families not impacted by the three scenarios listed above are not required to report increases in income or decreases in allowable expenses between annual reexaminations.

Families may request an interim recertification if there has been a decrease in income or increase in deductions that results in their Total Resident Payment exceeding 30% of monthly income. Short term changes (i.e. those lasting less than 60 days) are excluded. However, when a family can document an interruption of household income (beyond their control and due to no fault of their own) resulting in at least 50% reduction in their regular monthly income, the SCCHA has at its sole discretion the right, without completing a full interim recertification, to grant a “temporary rent adjustment” to reduce the tenant’s rent to an amount equal to 30% of the household’s temporary income amount (after deductions and utility allowance). The “temporary rent adjustment” will result in no less than a \$0 rent charge (i.e. no utility allowance payment will be allowed). This alternative rent provision is limited to maximum of two months during any 12-month period.

SCCHA will complete an interim recertification upon the request of the family based upon a reported and verifiable decrease in income (or increase in deductions) that is expected to last a minimum of 60 days when management determines that an updated projection of household income will substantially deviate from the preciously established annual adjusted household income amount for the recertification period. HUD defines substantial deviation as \$2,400 or more annually (for EIV purposes).

Resident’s rent shall not be reduced if the decrease in the family’s annual income is caused by a reduction in the welfare or public assistance benefits received by the family that is a result of the Resident’s failure to comply with the conditions of the assistance program requiring participation in an economic self-sufficiency program or other work activities. In addition, if the decrease in the family’s annual income is caused by a reduction in welfare or public assistance benefits received by the family that is the result of an act of fraud, such decrease in income shall not result in a rent reduction. In such cases, the amount of income to be attributed to the family shall include what the family would have received had they complied with the welfare requirements or had not committed an act of

fraud.

For the purposes of rent adjustments, the reduction of welfare or public assistance benefits to a family that occurs as a result of the expiration of a time limit for the receipt of assistance will not be considered a failure to comply with program requirements. Accordingly, a Resident's rent will be reduced as a result of such a decrease.

Families requesting an interim recertification due to a decrease in income are obligated to report any subsequent increases in income that may occur prior to the next regularly scheduled recertification. Failure to do so shall be grounds for retroactive charges and/or lease termination as determined appropriate by SCCCHA.

#### B) Family Composition Changes

Families are required to report the following changes to the St. Clair County Housing Authority between regular reexaminations. If the family's rent is being determined under the formula method, these changes will trigger an interim reexamination. The family shall report these changes within thirty (30) days of their occurrence.

- A. A member has been added to the family through birth, adoption or court-awarded custody.
- B. A household member is leaving or has left the family unit.

All other additions to a household (including those resulting from marriage, foster care, personal care attendants, etc.) must be reported to and approved by the St. Clair County Housing Authority prior to the person(s) establishing residency at the leased premises.

Before adding the new member to the lease, the individual must complete an application form stating their income, assets, and all other information required of an applicant. The individual must provide their Social Security number if they have one and must verify their citizenship/eligible immigrant status. (Their housing will not be delayed due to delays in verifying eligible immigrant status other than delays caused by the family.) The new family member will go through the screening process similar to the process for applicants. The St. Clair County Housing Authority will determine the eligibility of the individual before adding them to the lease. If the individual is found to be ineligible or does not pass the screening criteria, they will be advised in writing and given the opportunity for an informal review. If they are found to be eligible and do pass the screening criteria, their name will be added to the lease. At the same time, if the family's rent is being determined under the formula method, the family's annual income will be recalculated taking into account the circumstances of the new family member.



The effective date of the new rent will be in accordance with paragraph below 15.9.

Family members leaving the household must be reported to SCCHA within 30 days of occurrence. SCCHA shall require documentation of the family members' departure prior to removing their name from the lease.

- 4) Added a new Section 8.7 – “Re-applying After Denial” to Chapter 8.0 Eligibility for Admission.

#### 8.7 Re-applying After Denial

Applicants denied admission to the public housing for cause as outlined herein shall not be eligible to re-apply for a minimum period of one year. The one year period may be waived, shortened or extended by determinations made through the informal review and/or grievance process on a case by case basis.

- 5) Revise Section 15.9 “Effective Date of Rent Changes Due to Interim or Special Reexaminations” to read as follows:

“If the new rent resulting from an interim recertification is an increase, the effective date shall be the first of the second month after the recertification is completed and the rent change notice is issued to the family---providing a minimum 30 day notice of the increase in rent, unless the completion of the interim recertification was delayed by actions within the control of the family.

If the family caused a delay, either by failing to report the change as required or not providing requested information within established timeframes, the resulting rent increase shall be applied retroactively. If a family failed to provide all required information within the required time frames or otherwise delayed completion of the interim recertification, the increase will be applied retroactively to the **first of the second month** after the effective date of the change. If a family failed to report a change within the required time frames the increase will be applied retroactively to the **first of the month** following the effective date of the change. When retroactive effective dates are applied, the family will be responsible for any underpaid rent and may be offered repayment agreement in accordance with the policies contained herein.

If the new rent is a reduction the effective date shall be the first of the month after the month the family reported the change, unless the interim recertification is delayed by actions within the control of the family. If the recertification was delayed by the family, the effective date shall be the first of the month following completion of the interim recertification.”

6) Add a new Section 15.15 “Family Dispute of Income Projection”

If the family disputes SCCHA’s income projection and the projection is lowered the case shall be flagged for follow-up monitoring to determine actual household income for the 12 month recertification period. If it is determined that actual income for the period exceeds the lower projection resulting from the family’s dispute of the original projection, and the family did not subsequently report a change of income (i.e. increase), then the family shall be responsible for reimbursement of the underpaid rent for the recertification period. The reimbursement shall be due and payable in lump sum amount within 60 days of the determination.

7) Add a new Section 27.0 “Participant Requests for File Documents”

Requests by participants for copies of documents from the file maintained related to their residency in federally assisted housing shall be considered the same as a request submitted under the Freedom of Information Act (FOIA) in that the request must be submitted in writing, SCCHA has up to 5 business days to respond, and there may be a cost to the participant.

**ST. CLAIR COUNTY HOUSING AUTHORITY'S  
SERVICE CHARGE POLICY**

Consistent with HUD guidelines, it is SCCHA's policy to charge residents for repair work needed as a result of resident neglect, damage, or other factors that exceed normal wear and tear taking into consideration the length of occupancy and other relevant factors.

The majority of items will be charged based on an actual or estimated "time and material" basis. Accordingly, the actual cost of such repairs may vary from time to time dependent upon labor and material costs. A standardized labor rate of \$20 per hour shall be assessed, with a minimum service fee of \$10.00 (except for a key duplication charge of \$4.00).

The intent of the policy is to recover the cost of performing maintenance work from residents that cause property damage, which exceeds normal wear and tear, either through neglect or abuse, so that adequate maintenance can be provided to all residents. No profit or overhead charges shall be included in the charges assessed. Material cost shall be established based on the current or most recent purchase price, whichever is most readily available. The cost for certain types of material/equipment/fixtures shall be subject to a depreciation allowance to account for age and normal wear and tear. Examples of such items include kitchen appliances (stoves and refrigerators), carpeting, and interior painting.

Specified charges exist for limited number of services. These are listed below.

1.	Response to lock-out (business hours)	\$30.00
2.	Response to lock-out (non-business hours)	\$60.00*
3.	Trash/debris in areas for which resident is responsible under the lease agreement <u>or</u> littering penalty	\$25.00
4.	Duplicate request for recertification information	\$50.00
5.	After-hours disturbance investigation charge (charged to resident or resident who has guest that is causing disturbance)	\$50.00
6.	Smoke detector battery replacement	\$10.00
7.	Unclog drain lines, Household (kitchen/bath/toilet)	
	- Minor	\$30.00
	- Regular	\$50.00
	Main line/special circumstances	\$100.00

8. Appliance cleaning (stove/refrigerator)
- |         |         |
|---------|---------|
| Light   | \$25.00 |
| Routine | \$50.00 |
| Heavy   | \$50.00 |
9. Unit Cleaning (Vacant Units)
- | Unit Size | <u>Partial</u> (Light) | Routine (Medium) | <u>Complete</u> (Heavy) |
|-----------|------------------------|------------------|-------------------------|
| 0-1Br.    | \$50                   | \$100            | \$150                   |
| 2         | \$75                   | \$150            | \$225                   |
| 3         | \$100                  | \$200            | \$300                   |
| 4         | \$125                  | \$250            | \$350                   |
| 5         | \$150                  | \$300            | \$400                   |
10. Personal Property Removal (Vacant Units)
- |             |       |
|-------------|-------|
| Light       | \$ 50 |
| Medium      | \$100 |
| Heavy       | \$300 |
| Extra Heavy | \$500 |
11. Utility Assistance Payments check replacement fee \$20.00

\*Response time is limited until twelve midnight. There shall be no lockout service from 12:00 midnight until 7:00 a.m.

Residents are responsible for the cost to repair/replace window glass and screens, storm doors, and individual trash receptacles (normal wear and tear excepted).

**Interior Painting**

Within budgetary constraints, SCCHA shall perform at no cost to residents, interior painting of units occupied for 5 years or longer which are headed by a household member that is a senior (age 62 or older) or disabled and where there is no other able-bodied adult household member. Interior painting of family units may be completed under the following guidelines: A) After 5 years of occupancy, SCCHA shall provide paint at no cost to residents who are capable of painting in a satisfactory manner; B) before 5 years of occupancy, SCCHA shall provide paint to residents who are capable of painting in a satisfactory manner when the resident agrees to pay for the paint on a pro-rata basis (based on 5 year life), or SCCHA will arrange to have the desired repainting work competed upon the execution of a written agreement for the resident to pay for the pro-rata cost of the repainting work (i.e. time and material); C) regardless of the length of occupancy,

with the prior written authorization of SCCHA, resident may arrange for interior repainting at their cost.

It should be noted that painting done by residents must be finished to the standards of the Authority. All units painted will be inspected and subject to charge if not ultimately done properly.

**Notification / Billing**

Residents shall be notified in written form of all service charges to be added to their account. Charges are due and payable the first of the month after the resident is notified of the charge, provided, however, that a minimum two-week notice is given. Charges totaling \$50 or more can be billed and paid in multiple increments (usually 25% per month) upon the written request of the resident or at the discretion of the Property Manager. Disputes over service charges that cannot be satisfactorily resolved with the Property Manager may be reviewed first by the Senior Property Manager and secondarily by the Deputy Director.

## **Attachment #7**

### **Statement Regarding Use of Project-Based Vouchers**

The SCCHA established its discretionary authority to operate a project-based component of its Section 8 Housing Choice Voucher Program in 2006, exercising this option under the October 13, 2005 final rule. The option to set-aside up to 20% of HCV budget authority will permit the SCCHA to develop and maintain long-term safe, decent and affordable housing that is accessible to its HCV applicants and program participants as determined necessary and appropriate. SCCHA has not set a specific goal for the amount of its budget authority that it will dedicate to its PBA program; however, in any given calendar year, the SCCHA reserves the right to utilize up to 20% of its budget authority for its PBA program.

**Annual Statement/Performance and Evaluation Report**

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

PHA Name: St. Clair County Housing Authority <b>FORMULA AMOUNT 6/30/06</b>	Grant Type and Number Capital Fund Program Grant No: IL60P030501-06 Replacement Housing Factor Grant No:	Federal FY of Grant: 2006 REV. 7 LOCCS SEP 2009
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Original Annual Statement  
  Reserve for Disasters/ Emergencies  
  Revised Annual Statement (revision no: 7  
 Performance and Evaluation Report for Period Ending:  
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	103,905	103,905	103,905	103,905
3	1408 Management Improvements	121,500	139,000.52	139,000.52	139,000.52
4	1410 Administration	195,231	195,231	195,231	195,231
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	70,000	70,509	70,509	70,509
8	1440 Site Acquisition				
9	1450 Site Improvement	65,239	313,431	313,431	313,431
10	1460 Dwelling Structures	900,000	762,563.84	762,563.84	762,563.84
11	1465.1 Dwelling Equipment— Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	74,500	49,631.64	49,631.64	49,631.64
14	1485 Demolition	0			
15	1490 Replacement Reserve	0			
16	1492 Moving to Work Demonstration	0			
17	1495.1 Relocation Costs	0			
	<b>SIGNATURE PAGE 2</b>				

**Annual Statement/Performance and Evaluation Report** **PAGE 2**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

PHA Name: St. Clair County Housing Authority	Grant Type and Number Capital Fund Program Grant No: IL60P030501-06 Replacement Housing Factor Grant No:	Federal FY of Grant: LOCCS JUNE 09 REV. 7
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Original Annual Statement     Reserve for Disasters/ Emergencies     Revised Annual Statement (revision no: 7)  
 Performance and Evaluation Report for Period Ending:     Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
18	1499 Development Activities	0			
19	1501 Collaterization or Debt Service	0			
20	1502 Contingency	103,897	0		
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,634,272	1,634,272	1,634,272	1,634,272.00
22	Amount of line 21 Related to LBP Activities	0			
23	Amount of line 21 Related to Section 504 compliance	0			
24	Amount of line 21 Related to Security – Soft Costs	0			
25	Amount of Line 21 Related to Security – Hard Costs	0			
26	Amount of line 21 Related to Energy Conservation Measures	0			

Signature of Executive Director _____	Date	Signature of Public Housing Official _____	Date
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**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: St. Clair County Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL60P030501-06 Replacement Housing Factor Grant No:				Federal FY of Grant: 2006 SEP 09 REV. 7		
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	Funds Obligated	Funds Expended	
IL30-01 Brooklyn	Building Rehabilitation	1460	18	900,000	762,563.84	762,563.84	762,563.84	Complete
IL30-03 Dupo	Site Improvements	1450	1	42,239	42,839	42,839	42,839	Complete
IL30-06 Centreville	Parking Rehabilitation/Site	1450	1	180,107	261,592	261,592	261,592	Complete
IL30-16 Belleville	Vehicle Replacement	1475	4	57,000	49,631.64	49,631.64	49,631.64	Complete
IL30-22 Millstadt	Parking Rehabilitation	1450	1	9,000	9,000	9,000	9,000	Complete
	Contingency	1502		57,000	0			

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

PHA Name: St. Clair County Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: IL60P030501-06 Replacement Housing Factor Grant No:				Federal FY of Grant: 2006 SEP 2009, REV. 7		
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	Funds Obligated	Funds Expended	
HA Wide	ADMINISTRATIVE COSTS		TOTAL	195,231	195,231	195,231	195,231	Complete
	Director	1410	1	84,000				
	Project Manager	1410	1	53,409				
	Modernization Manager	1410	1	57,822				
	<b>COST ALLOCATION METHODOLOGY</b>							
	All administrative costs associated with the Capital Improvements Fund will be compiled using time sheets and charged to the CIF. Benefits on the salary expenses will also be charged to the CIF.							
	Positions as noted in the Plan will also be charged to the CIF budget and the appropriate allocation will be made in the operating budget.							
	All positions shown will be charged at 100%. CIF administrative expenses will be designated as noted above. If further information is required, contact David Wright, Modernization Director. A portion of salaries will be utilized for in-house A&E including inspections in lieu of contracting for such services.							

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

PHA Name: St. Clair County Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: IL60P030501-06 Replacement Housing Factor Grant No:				Federal FY of Grant: 2006  SEP 2009 LOCCS, REV. 7		
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	Funds Obligated	Funds Expended	
HA Wide	Management staff professional development	1408		3,000	1,550	1,550	1,550	Complete
Management	Technical services staff professional development	1408		6,000	6,000	6,000	6,000	Complete
Improvements	Service coordination & support activities	1408		65,000	63,201.54	63,201.54	63,201.54	In progress
	Economic development	1408		0	0			
	Family self-sufficiency	1408		35,000	5,115.93	5115.93	5115.93	Complete
	Resident council development & training	1408		12,000	0			
	Drug elimination program	1408		57,384.07	60,633.05	60,633.05	60,633.05	Complete
	Computer software	1408		2,500	2,500	2,500	2,500	Complete
	Computers & related equipment	1475		17,500	0	0	0	
HA Wide	Architect & Engineering Services	1430		70,000	70,509	\$70,509	\$70,509	Complete

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

PHA Name: St. Clair County HA	<b>Grant Type and Number</b> Capital Fund Program No: IL06P030501-06 Replacement Housing Factor No:	<b>Federal FY of Grant: 2006</b> <b>REV. 7</b>
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
IL30-01 Brooklyn	7/17/2008			07/17/2010			
IL30-03 Dupo	7/17/2008			07/17/2010			
IL30-06 Centreville	7/17/2008			07/17/2010			
IL30-08 Centreville	7/17/2008			07/17/2010			
IL30-16 Belleville	7/17/2008			07/17/2010			
HA Wide	7/17/2008			07/17/2010			

Signature of Executive Director	Date	Signature of Public Housing Official	Date
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**Annual Statement/Performance and Evaluation Report**

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

PHA Name: St. Clair County Housing Authority Formula Amount 8/27/2007	Grant Type and Number Capital Fund Program Grant No: IL60P030501-07 Replacement Housing Factor Grant No:	Federal FY of Grant: 2007 LOCCS DEC 09 REV 6
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: 6) August 27, 2009  
 Performance and Evaluation Report for Period Ending:  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	158,737	158,737	158,737	158,737
3	1408 Management Improvements	126,500	101,723.50	101,723.50	91,851
4	1410 Administration	195,231	195,231	195,231	195,231
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	70,000	68,500	68,500	68,500
8	1440 Site Acquisition				
9	1450 Site Improvement	223,835	382,193	382,193	373,249
10	1460 Dwelling Structures	730,000	601,135	601,135	601,133
11	1465.1 Dwelling Equipment— Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	2,500	126,273.50	126,273.50	119,979
14	1485 Demolition	0			
15	1490 Replacement Reserve	0			
16	1492 Moving to Work Demonstration	0			
17	1495.1 Relocation Costs	0			
18	1498 Mod Used for Development	0			

**Annual Statement/Performance and Evaluation Report** **PAGE 2**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

PHA Name: St. Clair County Housing Authority	Grant Type and Number Capital Fund Program Grant No: IL60P030501-07 Replacement Housing Factor Grant No:	Federal FY of Grant: 2007 DEC 2009
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Original Annual Statement     Reserve for Disasters/ Emergencies     Revised Annual Statement (revision no: 6)  
 Performance and Evaluation Report for Period Ending:     Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
19	1502 Contingency	126,990	0		
20	Amount of Annual Grant: (sum of lines 2 – 20)	1,633,793	1,633,793	1,633,793	1,608,680.
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 compliance	0			
23	Amount of line 20 Related to Security	0			
24	Amount of Line 20 Related to Energy Conservation Measures	0			

Signature of Executive Director _____	Date _____	Signature of Public Housing Official _____	Date _____
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**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: St. Clair County Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL60P030501-07 Replacement Housing Factor Grant No:				Federal FY of Grant: 2007		
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	Funds Obligated	Funds Expended	
IL30-01 Brooklyn	Exterior Building Rehabilitation	1460	7	\$525,000	469,236.24	469,236.24	469,234.00	
	Site Improvements	1450	1	\$151,606	160,550	160,550	151,606	
	HVAC	1475		0	59,816.00	59,816.00	59,816.00	Complete
IL30-12 Brooklyn	Exterior Building Rehabilitation	1460	8	\$165,000	115,039	115,039	115,039	Complete
	Site Improvements	1450	1	\$47,229	197,437	197,437	197,437	Complete
IL30-16 Belleville	Fire System Upgrade	1460	2	\$40,000	16,860	16,860	16,860	Complete
	Trash Upgrades	1450	2	\$25,000	8,497.53	8,497.53	8,497.53	Complete
IL30-27 Belleville	Emergency Generator	1475	1	\$46,000	48,124.57	48,124.57	48,124.57	Complete
	Site Improvements	1450	1	0	15,708.15	15,708.15	15,708.15	Complete

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

PHA Name: St. Clair County Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL60P030501-07 Replacement Housing Factor Grant No:				Federal FY of Grant: 2007		
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	Funds Obligated	Funds Expended	
HA Wide	ADMINISTRATIVE COSTS		TOTAL	195,231	195,231	195,231	195,231	
	Director	1410	1	84,000				
	Project Manager	1410	1	53,409				
	Modernization Manager	1410	1	57,822				
	<b>COST ALLOCATION METHODOLOGY</b>							
	All administrative costs associated with the Capital Improvements Fund will be compiled using time sheets and charged to the CIF. Benefits on the salary expenses will also be charged to the CIF.							
	Positions as noted in the Plan will also be charged to the CIF budget and the appropriate allocation will be made in the operating budget.							
	All positions shown will be charged at 100%. CIF administrative expenses will be designated as noted above. If further information is required, contact David Wright, Modernization Director. A portion of salaries will be utilized for in-house A&E including inspections in lieu of contracting for such services.							



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

PHA Name: St. Clair County Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL60P030501-07 Replacement Housing Factor Grant No:				Federal FY of Grant: 2007		
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	Funds Obligated	Funds Expended	
HA Wide	Management staff professional development	1408		6,000	6,000	6,000	6,000	
Management	Technical services staff professional development	1408		6,000	6,000	6,000	2,779.65	
Improvements	Service coordination & support activities	1408		40,000	40,000	40,000	40,000	
	Economic development	1408		0	0			
	Family self-sufficiency	1408		5,000	5,674	5,674	5,674	
	Resident council development & training	1408		12,000	0	0	0	
	Drug elimination program	1408		40,000	40,000	40,000	33,347.00	
	Computer software	1408		17,500	4,049.50	4,049.50	4,049.50	
	Computers & related equipment	1475		2,500	18,332.42	18,332.42	12,038	
HA Wide	Architect & Engineering Services	1430		70,000	68,500	68,500	68,500	

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

PHA Name: St. Clair County HA	<b>Grant Type and Number</b> Capital Fund Program No: IL06P030501-07 Replacement Housing Factor No:	<b>Federal FY of Grant: 2007</b>
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
IL30-01 Brooklyn	09/12/09			09/12/10			
IL30-12 Brooklyn	09/12/09			09/12/10			
IL30-16 Belleville	09/12/09			09/12/10			
HA Wide	09/12/09			09/12/10			

Signature of Executive Director	Date	Signature of Public Housing Official	Date
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**Annual Statement/Performance and Evaluation Report**

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

PHA Name: St. Clair County Housing Authority <b>FINAL FORMULA AMOUNT 05/07/08</b>	Grant Type and Number Capital Fund Program Grant No: IL60P030501-08 Replacement Housing Factor Grant No:	Federal FY of Grant: 2008 DEC LOCCS REV 3
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: 3)  
 Performance and Evaluation Report for Period Ending:  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	75,000	110,905	110,905	110,905
3	1408 Management Improvements	121,500	121,500	85,317	28,013
4	1410 Administration	200,000	164,095	164,095	164,095
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	70,000	70,000	68,500	68,000
8	1440 Site Acquisition	0			
9	1450 Site Improvement	171,335	130,952	104,032	84,682
10	1460 Dwelling Structures	155,000	155,000	155,000	140,000
11	1465.1 Dwelling Equipment— Nonexpendable	540,000	572,952	572,952	539,220
12	1470 Nondwelling Structures	0			
13	1475 Nondwelling Equipment	176,837	315,544	217,270	163,221
14	1485 Demolition	0			
15	1490 Replacement Reserve	0			
16	1492 Moving to Work Demonstration	0			
17	1495.1 Relocation Costs	0			
18	1498 Mod Used for Development	0			

**Annual Statement/Performance and Evaluation Report** **PAGE 2**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

PHA Name: St. Clair County Housing Authority	Grant Type and Number Capital Fund Program Grant No: IL60P030501-08 Replacement Housing Factor Grant No:	Federal FY of Grant: 2008 DEC 09 LOCCS
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Original Annual Statement  
  Reserve for Disasters/ Emergencies  
  Revised Annual Statement (revision no: 1)  
 Performance and Evaluation Report for Period Ending:  
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
19	1502 Contingency	131,276	0		
20	Amount of Annual Grant: (sum of lines 2 – 20)	1,640,948	1,640,948	1,457,039	1,298,136
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 compliance	0			
23	Amount of line 20 Related to Security	0			
24	Amount of Line 20 Related to Energy Conservation Measures	0			

Signature of Executive Director _____	Date	Signature of Public Housing Official _____	Date
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**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: St. Clair County Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL60P030501-08 Replacement Housing Factor Grant No:				Federal FY of Grant: 2008		
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	Funds Obligated	Funds Expended	
IL30-01 Brooklyn	HVAC	1465	100	\$540,000	\$572,952	572,952	539,220	
IL30-06 Centreville	Site Improvements	1450	1	\$14,106	\$14,106	14,106	14,106	
	Security Upgrades	1475	1	0	\$28,274			
IL30-08 Centreville	Site Improvements	1450	1	\$20,000	\$35,953.70	25,899.50	25,899.50	
	Security Upgrades	1475	1	0	\$20,000			
IL30-10 Centreville	Site Improvements	1450	1	\$45,000	\$0		650	
	Security System Improvements	1475	9	\$159,337	\$199,770	199,770	163,221	
IL30-11 Alorton	Site Improvements	1450	1	\$37,229	\$21,000	21,000	21,000	
IL30-16 Belleville	Security Upgrades	1475	1	0	\$50,000			
IL30-18 Swansea	Countertops	1460	16	\$20,000	\$20,000	20,000	20,000	
	Site Work	1450	1	\$35,000	\$23,076.70	23,026.50	23,026.70	

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

PHA Name: St. Clair County Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL60P030501-08 Replacement Housing Factor Grant No:				Federal FY of Grant: 2008		
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	Funds Obligated	Funds Expended	
IL30-21 New Athens	Exterior Building Renovations	1460	9	\$80,000	\$80,000	80,000	65,000	
	Site Improvements	1450	1	\$20,000	\$36,815.60	20,000		
IL30-27 Belleville	Floor Replacement	1460	42	\$55,000	\$55,000	55,000	55,000	

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

PHA Name: St. Clair County Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL60P030501-08 Replacement Housing Factor Grant No:				Federal FY of Grant: 2008		
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	Funds Obligated	Funds Expended	
HA Wide	ADMINISTRATIVE COSTS		TOTAL	200,000	164,095	164,095	164,095	Budget Revision
	Director	1410	1	86,000				
	Project Manager	1410	1	55,000				
	Modernization Manager	1410	1	59,000				
	<b>COST ALLOCATION METHODOLOGY</b>							
	All administrative costs associated with the Capital Improvements Fund will be compiled using time sheets and charged to the CIF. Benefits on the salary expenses will also be charged to the CIF.							
	Positions as noted in the Plan will also be charged to the CIF budget and the appropriate allocation will be made in the operating budget.							
	All positions shown will be charged at 100%. CIF administrative expenses will be designated as noted above. If further information is required, contact David Wright, Modernization Director. A portion of salaries will be utilized for in-house A&E including inspections in lieu of contracting for such services.							

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

PHA Name: St. Clair County Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL60P030501-08 Replacement Housing Factor Grant No:				Federal FY of Grant: 2008		
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	Funds Obligated	Funds Expended	
HA Wide	Management staff professional development	1408		6,000	6,000	299.00	2,056	
Management Improvements	Technical services staff professional development	1408		6,000	6,000			
	Resident Services Coordination & Technical Support Activities	1408		50,000	50,000	50,000	18,262	
	Family self-sufficiency	1408		5,000	5,000	5000	3,624	
	Resident council development & training	1408		12,000	12,000	7,323	4,071	
	Drug elimination program	1408		40,000	40,000	22,695		
	Computer software	1408		2,500	2,500			
	Computers & related equipment	1475		17,500	17,500	799		
HA Wide	Architect & Engineering Services	1430		70,000	70,000	68,500	68,000	



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

PHA Name: St. Clair County HA	Grant Type and Number Capital Fund Program No: IL06P030501-08 Replacement Housing Factor No:	Federal FY of Grant: 2008
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
IL30-01 Brooklyn	06/12/2010			06/12/2012			
IL30-06 Centreville	06/12/2010			06/12/2012			
IL30-08 Centreville	06/12/2010			06/12/2012			
IL30-10 Centreville	06/12/2010			06/12/2012			
IL30-11 Alorton	06/12/2010			06/12/2012			
IL30-18 Swansea	06/12/2010			06/12/2012			
IL30-21 New Athens	06/12/2010			06/12/2012			
IL30-27 Belleville	06/12/2010			06/12/2012			
HA Wide	06/12/10			06/12/2012			

Signature of Executive Director	Date	Signature of Public Housing Official	Date
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Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program  
**AMERICAN RECOVERY AND REINVESTMENT ACT**

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

**Part I: Summary**

<b>PHA Name: St. Clair County Housing Authority</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: IL06S03050109 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant: 2009</b> <b>FFY of Grant Approval: 2009</b>  <b>LOCCS DEC 2009 Rev. 2</b>
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**Type of Grant**  
 Original Annual Statement       Reserve for Disasters/Emergencies       Revised Annual Statement (revision no: 3 )  
 Performance and Evaluation Report for Period Ending:       Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	0	0	0	0
3	1408 Management Improvements	20,000	19,990	19,990	19,990
4	1410 Administration (may not exceed 10% of line 21)	207,711	207,711	207,711	37,614
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	99,500	99,500	99,500	67,000
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	104,000	101,779	101,779	101,779
10	1460 Dwelling Structures	1,615,905	1,643,485.50	1,643,485.50	187,368
11	1465.1 Dwelling Equipment—Nonexpendable	0	0	0	0
12	1470 Non-dwelling Structures	0	0	0	0
13	1475 Non-dwelling Equipment	30,000	4650.50	4650.00	0
14	1485 Demolition	0	0	0	0
15	1492 Moving to Work Demonstration	0	0	0	0
16	1495.1 Relocation Costs	0	0	0	0
17	1499 Development Activities <sup>4</sup>	0	0	0	0

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
**Expires 4/30/2011**

<b>Part I: Summary</b>					
<b>PHA Name:</b> St. Clair County Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: IL06S03050109 Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant:2009</b> <b>FFY of Grant Approval: 2009</b> <b>REVISION 2</b> <b>LOCCS DEC 2009</b>	
<b>Type of Grant</b>					
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 3 )	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA	0	0	0	0
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0	0
19	1502 Contingency (may not exceed 8% of line 20)	0	0	0	0
20	Amount of Annual Grant:: (sum of lines 2 - 19)	2,077,116	2,077,116	2,077,116	413,751
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
<b>Signature of Executive Director</b>		<b>Date 04/08/2009</b>		<b>Signature of Public Housing Director</b>	
				<b>Date</b>	

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

<b>Part II: Supporting Pages</b>								
PHA Name: St. Clair County Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: IL06S03050109 CFFP (Yes/ No): No Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2009</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
IL030000052 Swansea (18)	Site Improvements	1450	1	104,000	101,779	101,779	101,779	
IL030000051 Belleville (16)	High Rise Roofing	1460	2	155,000	140,320	140,320	126,288	
IL030000021 Centreville (10)	Roof Replacement	1460	17	165,000	0			
IL030000031 Centreville (08)	Roof Replacement	1460	31	231,000	396,000	396,000		
IL030000022 Centreville (80)	Roof Replacement	1460	4	29,000	29,000	29,000		
IL030000021 Centreville (10)	AC & Electrical Demolition	1460	17	50,000	0			
IL030000031 Centreville (08)	AC & Electrical Demolition	1460	31	66,500	116,500	116,500		
IL030000022 Centreville (80)	AC & Electrical Demolition	1460	4	8,500	8,500	8,500		
IL030000021 Centreville (10)	Attic Insulation	1460	17	70,000	0			
IL030000031 Centreville (08)	Attic Insulation	1460	31	80,000	150,000	150,000		
IL030000022 Centreville (80)	Attic Insulation	1460	4	10,000	10,000	10,000		
IL030000021 Centreville (10)	Exterior Building Improvements	1460	17	247,171	0			
IL030000031 Centreville (08)	Exterior Building Improvements	1460	31	342,733	661,084.50	661,084.50		

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

<b>Part II: Supporting Pages</b>								
PHA Name: St. Clair County Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: IL06S03050109 CFFP (Yes/ No): No Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2009</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
IL030000022 Centreville (80)	Exterior Building Improvements	1460	4	71,001	71,001	71,001		
IL030000010 Brooklyn (01)	Utility Room Renovation	1460	100	90,000	61,080	61,080	61,080	
PH Wide	Administration	1410		207,711	207,711	207,711	37,614	
PH Wide	Architect & Engineer	1430		99,500	99,500	99,500	67,000	
PH Wide	Management Improvements - Software	1408		20,000	19,990	19,990	19,990	
PH Wide	Management Improvements – Hardware	1475		30,000	4,650.50	4,650.50		

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: St. Clair County Housing Authority					<b>Federal FFY of Grant: 2009</b>
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	60% Expenditure End Date	100% Expenditure End Date	
IL030000052 Swansea (18)	March 17, 2010	March 17, 2010	March 17, 2011	March 17, 2012	
IL030000051 Belleville (16)	March 17, 2010	March 17, 2010	March 17, 2011	March 17, 2012	
IL030000021 Centreville (10)	March 17, 2010	March 17, 2010	March 17, 2011	March 17, 2012	
IL030000031 Centreville (08)	March 17, 2010	March 17, 2010	March 17, 2011	March 17, 2012	
IL030000022 Centreville (80)	March 17, 2010	March 17, 2010	March 17, 2011	March 17, 2012	
PHA Wide	March 17, 2010	March 17, 2010	March 17, 2011	March 17, 2012	

<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended. Annual Statement/Performance and Evaluation Report  
 U.S. Department of Housing and Urban Development

Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program  
**2009 ANNUAL Formula Funds**

Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>		<b>FFY of Grant: 2009</b> <b>FFY of Grant Approval: 2009</b> <b>LOCCS DEC 09 Rev. 1</b>
<b>PHA Name: St. Clair County Housing Authority</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: IL060P03050109 Replacement Housing Factor Grant No: Date of CFFP:	

**Type of Grant**  
 **Original Annual Statement**       **Reserve for Disasters/Emergencies**       **Revised Annual Statement (revision no: 1)**  
 **Performance and Evaluation Report for Period Ending:**       **Final Performance and Evaluation Report**

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	328,190	278,190		
3	1408 Management Improvements	112,500	112,500		
4	1410 Administration (may not exceed 10% of line 21)	164,098	164,098	165,005	165,005
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	64,000	64,000		
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	14,069	19,069	0	0
10	1460 Dwelling Structures	949,692	994,692	183,304	
11	1465.1 Dwelling Equipment—Nonexpendable	0	0	0	0
12	1470 Non-dwelling Structures	0	0	0	0
13	1475 Non-dwelling Equipment	17,500	17,500	0	0
14	1485 Demolition	0	0	0	0
15	1492 Moving to Work Demonstration	0	0	0	0
16	1495.1 Relocation Costs	0	0	0	0
17	1499 Development Activities <sup>4</sup>	0	0	0	0

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

<b>Part I: Summary</b>					
<b>PHA Name:</b> St. Clair County Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: IL060P030501-09 Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant: 2009</b> <b>FFY of Grant Approval: 2009</b>	
<b>Type of Grant</b>					
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1)	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA	0	0	0	0
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0	0
19	1502 Contingency (may not exceed 8% of line 20)	0	0	0	0
20	Amount of Annual Grant:: (sum of lines 2 - 19)	1,650,049	1,650,049	348,309.	165,005
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
<b>Signature of Executive Director</b>		<b>Date 04/08/2009</b>		<b>Signature of Public Housing Director</b>	
				<b>Date</b>	

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.



<b>Part II: Supporting Pages</b>								
PHA Name: St. Clair County Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: IL060P03050109 CFFP (Yes/ No): Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2009</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
IL030000031 Centreville (08)	Exterior Door Replacement	1460		463,700	463,700	54,152		
IL030000022 Centreville (80)	Exterior Door Replacement	1460		75,000	75,000	75,000		
IL030000021 Centreville (10)	Exterior Door Replacement	1460		410,992	410,992	54,152		
IL030000061 Lebanon (14)	Site Work	1450		14,069	14,069			
IL030000031 Centreville (08)	Construction Supervision and Inspection Costs Exterior Door Replacement	1460		0	20,000			
IL030000022 Centreville (80)	Construction Supervision and Inspection Costs Exterior Door Replacement	1460		0	5,000			
IL030000021 Centreville (10)	Construction Supervision and Inspection Costs Exterior Door Replacement	1460		0	20,000			
IL030000061 Lebanon (14)	Construction Supervision and Inspection Costs Site Work	1450		0	5,000			

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

<b>Part II: Supporting Pages</b>								
PHA Name: St. Clair County Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: IL060P03050109 CFFP (Yes/ No): Replacement Housing Factor Grant No:				<b>Federal FFY of Grant: 2009</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
PH Wide	Adminstration	1410		164,098				
PH Wide	Architect and Engineer	1430		64,000				
PH Wide	Operating	1406		278,190				
PH Wide	Management Improvements							
	Management Staff Professional Develop.	1408		3,000				
	Resident Service Coord & Tech Support	1408		50,000				
	Family Self-Sufficiency Program	1408		5,000				
	Resident Council Development & Training	1408		12,000				
	Drug Elimination	1408		40,000				
	Software	1408		2,500				
	Hardware	1475		17,500				

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: St. Clair County Housing Authority					<b>Federal FFY of Grant: 2009</b>
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
IL030000031 Centreville (08)	09/14/2011		09/14/2013		
IL030000022 Centreville (80)	09/14/2011		09/14/2013		
IL030000021 Centreville (10)	09/14/2011		09/14/2013		
PH Wide	09/14/2011		09/14/2013		

<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

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

**U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/2011**

Annual Statement/Performance and Evaluation Report  
Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/2011

<b>Part I: Summary</b>		
<b>PHA Name: St. Clair County Housing Authority</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: IL60P030501-10 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant: 2010</b> <b>FFY of Grant Approval: 2010</b>
<b>PROPOSED – PRIOR TO FORMULA AWARD</b>		

<b>Type of Grant</b>		
<input checked="" 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:                    )</b>		
<input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>		

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	278,190			
3	1408 Management Improvements	112,500			
4	1410 Administration (may not exceed 10% of line 21)	164,098			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	64,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	60,000			
10	1460 Dwelling Structures	1,177,500			
11	1465.1 Dwelling Equipment—Nonexpendable	40,000			
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	82,500			
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

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

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
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**Part I: Summary**

PHA Name/Number		Locality (City/County & State)				<input checked="" type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY __2010__	Work Statement for Year 2 FFY ____2011____	Work Statement for Year 3 FFY ____2012____	Work Statement for Year 4 FFY ____2013____	Work Statement for Year 5 FFY ____2014____	
B.	Physical Improvements Subtotal	Annual Statement	1,190,000	1,250,000	1,380,000	14,420,500	
C.	Management Improvements		112,500	112,500	112,500	112,500	
D.	PHA-Wide Non-dwelling Structures and Equipment						
0	Administration		164,098	164,098	164,098	164,098	
F.	Other A&E		64,000	64,000	64,000	64,000	
G.	Operations		278,190	278,190	278,190	278,190	
H.	Demolition						
I.	Development						
J.	Capital Fund Financing – Debt Service						
K.	Total CFP Funds		1,808,788	1,868,788	1,998,788	15,039,288	
L.	Total Non-CFP Funds						
M.	Grand Total						

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

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
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**Part I: Summary (Continuation)**

PHA Name/Number		Locality (City/county & State)				<input type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY __2010__	Work Statement for Year 2 FFY ____2011____	Work Statement for Year 3 FFY ____2012____	Work Statement for Year 4 FFY ____2013____	Work Statement for Year 5 FFY ____2014____	
	IL03000022 Centreville (60)	Annual Statement	520,000		925,000	1,997,000	
	IL03000032 Centreville (06)	Annual Statement	305,000	560,000		1,930,500	
	IL03000052 Belleville (27)	Annual Statement	365,000			195,000	
	IL03000041 Alorton (11)	Annual Statement		300,000		107,500	
	IL03000061 Washington Park (17)	Annual Statement		390,000		447,500	
	IL03000021 Centreville (10)	Annual Statement			210,000	2,457,500	
	IL03000062 New Athens (13)	Annual Statement			245,000	1,752,000	
	IL03000010 Brooklyn (01)	Annual Statement				2,720,500	
	IL03000031 Centreville (08)	Annual Statement				2,648,000	
	IL03000051 Belleville (61)	Annual Statement				165,000	
		Annual Statement					
		Annual Statement					
		Annual Statement					

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY _____ 2010 _____	Work Statement for Year _____ 2 _____ FFY _____ 2011 _____			Work Statement for Year: _____ 3 _____ FFY _____ 2012 _____		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	IL030000022 Centreville (60) HVAC Replacement	87 units	390,000	IL030000032 Centreville (06) Roof Replacement	15 buildings	400,000
Annual	IL030000022 Centreville (60) Mechanical Room Renovations	87 units	70,000	IL030000032 Centreville (06) High Rise Roofing	1 building	10,000
Statement	IL030000022 Centreville (60) Dryer Vent Installation	87 units	60,000	IL030000032 Centreville (06) Exterior Building Improvements	15 buildings	150,000
	IL030000032 Centreville (06) Dryer Vent Installation	91 units	35,000	IL030000041 Alorton (11) Site Improvements	20 buildings	80,000
	IL030000032 Centreville (06) HVAC	91 units	230,000	IL030000041 Alorton (11) Exterior Building Improvements	20 buildings	220,000
	IL030000032 Centreville (06) Mechanical Room Renovations	91 units	40,000	IL030000061 Washington Park (17) Kitchen & Bath Renovation	32 units	352,000
	IL030000052 Belleville (27) Ext Building Improvements	10 buildings	225,000	IL030000061 Washington Park (17) ADA Modifications	3 units	24,000
	IL030000052 Belleville (27) Stove Replacement	64 units	40,000	IL030000061 Washington Park (17) Security Screen Doors	32 units	14,000
	IL030000052 Belleville (27) Resurface Parking	5 lots	100,000			
	Subtotal of Estimated Cost		\$1,190,000	Subtotal of Estimated Cost		\$1,250,000

<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY __2010__	Work Statement for Year <u>4</u> FFY <u>2013</u>			Work Statement for Year: <u>5</u> FFY <u>2014</u>		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	IL03000021 Centreville (10) Site Improvements	18 buildings	210,000	IL03000010 Brooklyn (01) Interior Bldg. Reno	100 units	1,800,000
Annual	IL30000022 Centreville (60) Roof Replacement	26 buildings	675,000	IL03000010 Brooklyn (01) Exterior Bldg. Reno.	23 buildings	15,000
Statement	IL30000022 Centreville (60) Ext. Building Impv.	26 buildings	250,000	IL03000010 Brooklyn (01) Site Improvements	1 site	15,000
	IL030000062 New Athens (13) Interior Building Improvements	16 units	180,000	IL03000010 Brooklyn (01) ADA Modifications	6 units	2,500
	IL030000062 New Athens (13) ADA Modifications	3 units	25,000	IL03000010 Brooklyn (01) Security Upgrades	1 site	275,000
	IL030000062 New Athens (21) Resurface Parking Lot	2 lots	40,000	IL03000010 Brooklyn (09) Interior Bldg. Reno	42 units	15,000
				IL03000010 Brooklyn (09) Exterior Bldg. Reno.	9 buildings	80,000
				IL03000010 Brooklyn (09) Site Improvements	1 site	40,000
				IL03000010 Brooklyn (09) ADA Modifications	3 units	2,500
				IL03000010 Brooklyn (09) Security Upgrades	1 site	50,000
				IL03000010 Brooklyn (12) Interior Bldg. Reno	16 units	288,000
	Subtotal of Estimated Cost		\$ 1,380,000	Subtotal of Estimated Cost		\$ Continued



Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2010	Work Statement for Year 4 FFY 2013			Work Statement for Year: 5 FFY 2014		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See				IL03000010 Brooklyn (12) Exterior Bldg. Reno.	8 buildings	60,000
Annual				IL03000010 Brooklyn (12) Site Improvements	6 sites	15,000
Statement				IL03000010 Brooklyn (12) ADA Modifications	3 units	2,500
				IL03000010 Brooklyn (12) Security Upgrades	6 sites	60,000
				IL03000021 Centreville (10) Interior Bldg. Reno	110 units	1,980,000
				IL03000021 Centreville (10) Exterior Bldg. Reno.	17 buildings	15,000
				IL03000021 Centreville (10) Site Improvements	1 site	400,000
				IL03000021 Centreville (10) ADA Modifications	11 units	2,500
				IL03000021 Centreville (10) Security Upgrades	1 site	60,000
				IL03000022 Centreville (60) Interior Bldg. Reno	87 units	1,566,000
				IL03000022 Centreville (60) Exterior Bldg Reno	26 buildings	15,000
				IL03000022 Centreville (60) Site Improvements	1 site	35,000
				IL03000022 Centreville (60) ADA Modifications	6 units	2,500
				IL03000022 Centreville (60) Security Upgrades	1 site	60,000
	Subtotal of Estimated Cost \$			Subtotal of Estimated Cost \$ Continued		

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY _____ 2010 _____	Work Statement for Year _____ 4 _____ FFY _____ 2013 _____			Work Statement for Year: _____ 5 _____ FFY _____ 2014 _____		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See				IL03000022 Centreville (80) Interior Bldg. Reno	16 units	288,000
Annual				IL03000022 Centreville (80) Exterior Bldg Reno	4 buildings	15,000
Statement				IL03000022 Centreville (80) Site Improvements	1 site	3,000
				IL03000022 Centreville (80) ADA Modifications	1 unit	2,500
				IL03000022 Centreville (80) Security Upgrades	1 site	10,000
				IL03000031 Centreville (08) Interior Bldg. Reno	126 units	2,268,000
				IL03000031 Centreville (08) Exterior Bldg Reno	31 buildings	15,000
				IL03000031 Centreville (08) Site Improvements	1 site	25,000
				IL03000031 Centreville (08) ADA Modifications	6 units	2,500
				IL03000031 Centreville (08) Security Upgrades	1 site	60,000
				IL03000031 Centreville (20) Interior Bldg. Reno	8 units	140,000
				IL03000031 Centreville (20) Exterior Bldg Reno	4 buildings	100,000
				IL03000031 Centreville (20) Site Improvements	1 site	15,000
	Subtotal of Estimated Cost		\$	Subtotal of Estimated Cost		\$ Continued

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY ____2010__	Work Statement for Year ____4____ FFY ____2013__			Work Statement for Year: ____5____ FFY ____2014__		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See				IL03000031 Centreville (20) ADA Modifications	2 units	2,500
Annual				IL03000031 Centreville (20) Security Upgrades	1 site	20,000
Statement				IL03000032 Centreville (06) Interior Bldg. Reno	51 units	1,638,000
				IL03000032 Centreville (06) Exterior Bldg Reno	15 buildings	15,000
				IL03000032 Centreville (06) Site Improvements	1 site	15,000
				IL03000032 Centreville (06) ADA Modifications	6 units	2,500
				IL03000032 Centreville (06) Security Upgrades	1 site	60,000
				IL03000032 Centreville (06) Mechanical Upgrades	51 units	200,000
				IL03000041 Alorton (11) Interior Bldg. Reno	44 units	15,000
				IL03000041 Alorton (11) Exterior Bldg Reno	20 buildings	15,000
				IL03000041 Alorton (11) Site Improvements	1 site	15,000
				IL03000041 Alorton (11) ADA Modifications	3 units	2,500
				IL03000041 Alorton (11) Security Upgrades	1 site	60,000
	Subtotal of Estimated Cost		\$	Subtotal of Estimated Cost		\$ Continued



Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY _____ 2010 _____	Work Statement for Year _____ 4 _____ FFY _____ 2013 _____			Work Statement for Year: _____ 5 _____ FFY _____ 2014 _____		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See				IL03000052 Swansea(18) Int Reno	17 units	15,000
Annual				IL03000052 Swansea (18) Exterior Bldg Reno	5 buildings	40,000
Statement				IL03000052 Swansea (18) Site Improvements	1 site	15,000
				IL03000052 Swansea (18) ADA Modifications	1 unit	2,500
				IL03000052 Swansea (18) Security Upgrades	1 site	60,000
				IL03000052 Belleville (27) Interior Bldg Reno	65 units	15,000
				IL03000052 Belleville (27) Exterior Bldg Reno	10 buildings	15,000
				IL03000052 Belleville (27) Site Improvements	1 site	15,000
				IL03000052 Belleville (27) ADA Modifications	2 units	2,500
				IL03000052 Belleville (27) Security Upgrades	1 site	15,000
				IL03000061 Lebanon (14) Interior Bldg Reno	24 units	15,000
				IL03000061 Lebanon (14) Exterior Bldg Reno	13 buildings	130,000
				IL03000061 Lebanon (14) Site Improvements	6 sites	15,000
				IL03000061 Lebanon (14) ADA Modifications	3 units	2,500
				IL03000061 Lebanon (14) Security Upgrades	6 sites	60,000

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Subtotal of Estimated Cost \$

Subtotal of Estimated Cost \$ Continued

**Part II: Supporting Pages – Physical Needs Work Statement(s)**

Work Statement for Year 1 FFY <u>2010</u>	Work Statement for Year <u>4</u> FFY <u>2013</u>			Work Statement for Year: <u>5</u> FFY <u>2014</u>		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See				IL03000061 Washington Park (17) Interior Bldg Reno	32 units	15,000
Annual				IL03000061 Washington Park (17) Exterior Bldg Reno	14 buildings	15,000
Statement				IL03000061 Washington Park (17) Site Improvements	8 sites	15,000
				IL03000061 Washington Park (17) ADA Modifications	3 units	2,500
				IL03000061 Washington Park (17) Security Upgrades	8 sites	60,000
				IL03000061 OFallon (24) Interior Bldg Reno	21 units	15,000
				IL03000061 OFallon (24) Exterior Bldg Reno	6 buildings	70,000
				IL03000061 OFallon (24) Site Improvements	1 site	15,000
				IL03000061 OFallon (24) ADA Modifications	1 unit	2,500
				IL03000061 OFallon (24) Security Upgrades	1 site	15,000

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Subtotal of Estimated Cost \$

Subtotal of Estimated Cost \$ Continued

**Part II: Supporting Pages – Physical Needs Work Statement(s)**

Work Statement for Year 1 FFY 2010	Work Statement for Year <u>4</u> FFY <u>2013</u>			Work Statement for Year: <u>5</u> FFY <u>2014</u>		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
Sec				IL03000062 Marissa (2) Interior Bldg Reno	18 units	15,000
Annual				IL03000062 Marissa (2) Exterior Bldg Reno	8 buildings	65,000
Statement				IL03000062 Marissa (2) Site Improvements	1 site	15,000
				IL03000062 Marissa (2) ADA Modifications	1 unit	2,500
				IL03000062 Marissa (2) Security Upgrades	1 site	60,000
				IL03000062 Dupo (3) Interior Bldg Reno	20 units	15,000
				IL03000062 Dupo (3) Exterior Bldg Reno	5 buildings	100,000
				IL03000062 Dupo (3) Site Improvements	2 sites	15,000
				IL03000062 Dupo (3) ADA Modifications	2 units	15,000
				IL03000062 Dupo (3) Security Upgrades	2 sites	60,000
				IL03000062 Smithton (5) Interior Bldg Reno	10 units	15,000
				IL03000062 Smithton (5) Exterior Bldg Reno	3 buildings	40,000
				IL03000062 Smithton (5) Site Improvements	1 site	15,000
				IL03000062 Smithton (5) ADA Modifications	1 unit	2,500
				IL03000062 Smithton (5) Security Upgrades	1 site	40,000

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Subtotal of Estimated Cost | \$

Subtotal of Estimated Cost | \$ Continued

**Part II: Supporting Pages – Physical Needs Work Statement(s)**

Work Statement for Year 1 FFY _____ 2010 _____	Work Statement for Year _____ 4 _____ FFY _____ 2013 _____			Work Statement for Year: _____ 5 _____ FFY _____ 2014 _____		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See				IL03000062 Marissa (7) Interior Bldg Reno	15 units	15,000
Annual				IL03000062 Marissa (7) Exterior Bldg Reno	4 buildings	40,000
Statement				IL03000062 Marissa (7) Site Improvements	1 site	15,000
				IL03000062 Marissa (7) ADA Modifications	3 units	2,500
				IL03000062 Marissa (7) Security Upgrades	1 site	20,000
				IL03000062 New Athens (13) Interior Renovations	17 units	15,000
				IL03000062 New Athens (13) Exterior Renovations	5 buildings	60,000
				IL03000062 New Athens (13) Site Improvements	1 site	15,000
				IL03000062 New Athens (13) ADA Mods	3 units	2,500
				IL03000062 New Athens(13) Security Upgrade	1 site	60,000
				IL03000062 Lenzburg (19) Interior Bldg Reno	8 units	15,000
				IL03000062 Lenzburg 19 Exterior Bldg Reno	4 buildings	15,000
				IL03000062 Lenzburg (19) Site Improvements	1 site	15,000



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

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			IL03000062 Lenzburg (19) ADA Modifications	1 unit	2,500
			IL03000062 Lenzburg (19) Security Upgrades	1 site	60,000
		Subtotal of Estimated Cost	\$	Subtotal of Estimated Cost	\$ Continued

**Part II: Supporting Pages – Physical Needs Work Statement(s)**

Work Statement for Year 1 FFY _____ 2010	Work Statement for Year _____4_____ FFY _____2013_____			Work Statement for Year: _____5_____ FFY _____2014_____		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
Sec				IL03000062 New Athens (21) Int Reno	17 units	288,000
Annual				IL03000062 New Athens (21) Exterior Bldg Renovations	10 buildings	15,000
Statement				IL03000062 New Athens (21) Site Impv	1 site	65,000
				IL03000062 New Athens (21) ADA Modifications	4 units	2,500
				IL03000062 New Athens (21) Security Upgrades	1 site	60,000
				IL03000062 Millstadt (22) Interior Bldg Reno	18 units	324,000
				IL03000062 Millstadt (22) Exterior Bldg Reno	12 buildings	15,000
				IL03000062 Millstadt (22) Site Improvements	3 sites	15,000
				IL03000062 Millstadt (22)ADA Modifications	1 unit	2,500
				IL03000062 Millstadt (22) Security Upgrades	3 sites	60,000
				IL03000062 Lenzburg (28) Interior Bldg Reno	8 units	15,000

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

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			IL03000062 Lenzburg (28) Exterior Bldg Reno	5 buildings	15,000
			IL03000062 Lenzburg (28) Site Improvements	1 site	15,000
			IL03000062 Lenzburg (28) ADA Modifications	1 unit	2,500
			IL03000062 Lenzburg (28) Security Upgrades	1 site	30,000
	Subtotal of Estimated Cost	\$		Subtotal of Estimated Cost	\$ 14,420,500.00

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

<b>Part III: Supporting Pages – Management Needs Work Statement(s)</b>				
Work Statement for Year 1 FFY 2010	Work Statement for Year <u>  2  </u> FFY <u>  2011  </u>		Work Statement for Year: <u>  3  </u> FFY <u>  2012  </u>	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
	See Annual Statement	Administration (10%) 1410	164,098	Administration (10%) 1410
	Architect & Engineering Service 1430	64,000	Architect & Engineering Service 1430	64,000
	Operating Fund (20%) 1406	278,190	Operating Fund (20%) 1406	278,190
	Management Improvements 1408	112,500	Management Improvements 1408	112,500
	Management Staff Professional Development \$3000	0	Management Staff Professional Development \$3000	0
	Resident Service Coordination & Technical Support Activities \$50,000	0	Resident Service Coordination & Technical Support Activities \$50,000	0
	Family Self-Sufficiency Program \$5,000	0	Family Self-Sufficiency Program \$5,000	0
	Resident Council Development & Training \$12,000	0	Resident Council Development & Training \$12,000	0
	Drug Elimination Program \$40,000	0	Drug Elimination Program \$40,000	0
	Software \$2,500	0	Software \$2,500	0
	MI/Non Dwelling Equipment 1475	22,500	MI/Non Dwelling Equipment 1475	22,500
	Hardware \$17,500	0	Hardware \$17,500	0
	Security Equipment \$5,000		Security Equipment \$5,000	
	Subtotal of Estimated Cost	\$641,288	Subtotal of Estimated Cost	\$641,288

<b>Part III: Supporting Pages – Management Needs Work Statement(s)</b>				
Work Statement for Year 1 FFY 2010	Work Statement for Year 4 FFY 2013		Work Statement for Year 5 FFY 2014	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
	Administration (10%) 1410	164,098	Administration (10%) 1410	164,098
	Architect & Engineering Service 1430	64,000	Architect & Engineering Service 1430	64,000
	Operating Fund (20%) 1406	278,190	Operating Fund (20%) 1406	278,190
	Management Improvements 1408	112,500	Management Improvements 1408	112,500
	Management Staff Professional Development \$3000	0	Management Staff Professional Development \$3000	0
	Resident Service Coordination & Technical Support Activities \$50,000	0	Resident Service Coordination & Technical Support Activities \$50,000	0
	Family Self-Sufficiency Program \$5,000	0	Family Self-Sufficiency Program \$5,000	0
	Resident Council Development & Training \$12,000	0	Resident Council Development & Training \$12,000	0
	Drug Elimination Program \$40,000	0	Drug Elimination Program \$40,000	0
	Software \$2,500	0	Software \$2,500	0
	MI/Non Dwelling Equipment 1475	22,500	MI/Non Dwelling Equipment 1475	22,500
	Hardware \$17,500	0	Hardware \$17,500	0
	Security Equipment \$5,000		Security Equipment \$5,000	
	Subtotal of Estimated Cost	\$641,288	Subtotal of Estimated Cost	\$641,288

## Attachment #9 - 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	Accessibility	Si ze	Location
Income <= 30% of AMI	8,468	5	5	5	5	5	5
Income >30% but <=50% of AMI	4,791	4	4	4	4	4	4
Income >50% but <80% of AMI	6,751	3	3	3	3	3	3
Elderly	5,345	3	3	3	3	3	3
Families with Disabilities	2,001	5	5	5	5	5	5
Race/Ethnicity White	15,880	3	3	3	3	3	3
Race/Ethnicity Black	2,649	4	4	4	4	4	4
Race/Ethnicity Other	1,481	3	3	3	3	3	3
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: 2005
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year: National Low Income Housing Coalition "Out of Reach"  
September 2000
- Other sources: (list and indicate year of information)

Estimate for “Families with Disabilities” based upon information from the “Living Independently Now Center” (LINC) indicating that approximately 10% of the population suffers from a disability that impacts housing choices.

## 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 checked="" type="checkbox"/> <b>Section 8 tenant-based assistance</b>			
<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/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	4,627	100%	12-15%
Extremely low income <=30% AMI	3,729	81%	
Very low income (>30% but <=50% AMI)	741	16%	
Low income (>50% but <80% AMI)	143	3%	
Families with children	2,945	64%	
Elderly families	101	3%	
Families with Disabilities	888	19%	
Race/ethnicity White	773	17%	
Race/ethnicity Black	2,444	80%	
Race/ethnicity Other (includes undeclared)	165	6%	
Race/ethnicity – Hispanic	178	4%	

Housing Needs of Families on the Waiting List			
Characteristics by Bedroom Size <b>(Public Housing Only)</b>			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
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 type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing (combination of all site-based wait lists)			
<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/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	3,502	100%	15%
Extremely low income <=30% AMI	2,919	83%	
Very low income (>30% but <=50% AMI)	487	14%	
Low income (>50% but <80% AMI)	86	3%	
Families with children	2,118	60%	
Elderly families	197	6%	
Families with Disabilities	679	19%	

**Housing Needs of Families on the Waiting List**

Race/ethnicity White	647	19%	
Race/ethnicity Black	2,757	79%	
Race/ethnicity Other (includes undeclared)	124	3%	
Race/ethnicity – Hispanic	146	4%	

Characteristics by Bedroom Size (Public Housing Only)			
1BR	1,275	36%	
2 BR	1,428	41%	
3 BR	686	20%	
4 BR	110	3%	
5 BR	3	<1%	
5+ BR			

Is the waiting list closed (select one)?  No  Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes



**Attachment 9-1**  
**Statement of Strategy for Addressing Housing Needs**

**(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:**

Those that apply are marked with an "x"

- 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:**

Those that apply are marked with an "x"

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

-Support the efforts of others to increase the number of affordable housing units.

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

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

Those that apply are marked with an "x"

- 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**

Those that apply are marked with an "x"

- 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:**

Those that apply are marked with an "x"

- 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:**

Those that apply are marked with an "x"

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

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

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

Those that apply are marked with an "x"

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

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

Those that apply are marked with an "x"

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

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

**(2) Reasons for Selecting Strategies**

Of the factors listed below, those marked with an "x" influenced the SCCHA'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)

## ANNUAL PLAN

### *STATUS REPORT – FEBRUARY 2010*

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**Goal:** Develop Asset Management Systems and adopt Project Based Budgeting Process to assess each public housing “property” financial performance and viability.

**Status:** *Notable Progress.* Public Housing Operating Budget compiled using Asset Management Approach (separate budgets established for each Public Housing Development groupings or “AMPs” and Central Office Cost Center (COCC). Further enhancement and refinement of the process will be necessary to achieve full compliance. Finance Department staff periodically consults with a Certified Public Accountant (CPA) with extensive experience in training and auditing PHAs throughout the Country for advice and counsel aimed toward achieving full compliance with statutory requirements. HUD continues to develop and issue compliance guidance materials, but substantial progress has been achieved.

**Goal:** Continue to utilize Capital Fund Program to upgrade / modernize the public housing stock.

**Status:** *Notable Progress.* Full expenditure of Capital Fund allocations on timely basis achieved. Majority of Capital Fund expenditures during Fiscal year ending 2010 were designated for initial phase of extensive exterior renovation project at the Private Mathison Manor and Ernest Smith Sr. Apartments in Centerville. The majority of CFP funding anticipated during the next two – three years will be targeted toward much needed exterior improvements at the Centerville developments.

**Goal:** Through partnerships with local law enforcement and prevention program service providers and other initiatives, reduce the level of drug-related crime in the targeted developments to a level equal to or less than the surrounding neighborhoods.

**Status:** *Limited Progress.* SCCHA enjoys cooperative relationships with the police departments in the targeted developments (Centerville, Alorton, Brooklyn). Drug-related and other crimes remain a problem in the developments, but the primary cause is the general lack of resources available to local law enforcement. The local police are providing a level of service considered substantially equivalent to the surrounding neighborhoods, but it remains insufficient to adequately address the community-wide drug-related crime problem. SCCHA has achieved positive results by staffing a part-time “Law Enforcement Liaison” position to coordinate activities with local police departments and other law enforcement entities and to work cooperatively with probation and parole officials to ensure that probationers and parolees (for drug related and/or violent crimes) are not released to public housing locations.

**Goal:** Develop local homebuyer assistance program serving public housing residents and Section 8 participants (subject to fund availability).

**Status:** *Limited Progress.* A “Homeownership Administrative Plan” for the Section 8 Housing Choice Voucher Program has been developed and approved. However, the program is not operational due to lack of funding and staffing constraints.

## **FIVE-YEAR PLAN**

### ***STATUS REPORT – FEBRUARY 2010***

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**HUD Strategic Goal:** Expand the supply of assisted housing by reducing public housing vacancies and leveraging private or other public funds to create additional housing opportunities.

**Status:** *Limited Progress.* Public housing occupancy rates remained fairly steady for plan years 1-3 averaging between 95% - 97%, then dropped to the 93% range during plan year 4 (2008), then increasing to 95% by the close of 2009. The number of move-outs reached record highs in 2008 and 2009. **Nearly 25% of the total number of public housing units turned-over in calendar year 2009 (237 move-ins).** It has required tremendous effort on the part of staff to keep occupancy rates in the mid-90% range during the plan period. Organizational changes have been implemented (i.e. establishment of vacant unit work crew with designated Foreman, addition of part-time screening / leasing staff person, etc.) in an attempt to increase occupancy levels and reduce vacant unit turnover time. However, the number of vacant units in 2008 and 2009 prohibited continued progress toward the goal of 97% or higher occupancy rates. All available resources will continue to be directed toward the effort of reducing the number of vacant units and increasing occupancy rates.

Affordable housing opportunities, particularly for the senior citizens, have expanded locally as several new federally assisted and/or State administered tax-credit properties have come on-line in recent years. SCCHA will continue its efforts to increase the supply of affordable housing through cooperative efforts with public and private partners, when the opportunity is available.

**HUD Strategic Goal:** Improve the quality of assisted housing through: improved PHAS scores for public housing program and SEMAP scores for Section 8 Program; increased customer satisfaction; renovating public housing units; and development of project-based budgeting and asset management approach to public housing operations.

**Status:** *Significant Progress Achieved.* PHAS scores have remained in high 80's, resulting in "standard performer" designation. Vacancy days and unit turn-around time have been the major obstacles to achieving a higher PHAS score in the public housing program. SEMAP scores for the Section 8 HCVP resulted in a "standard performer" designation in during years 1 thru 4 of the plan period, increasing to "high performer" status in 2009.

Historically, Resident Assessment and Satisfaction Survey reports reflected high satisfaction rates in areas of maintenance and services. Scores in communication, safety and neighborhood appearance have traditionally remained below 75% target level. A follow-up Plan was developed to increase satisfaction scores in these areas. The resident survey process has been suspended by HUD.

Full expenditure of Capital Fund allocations on timely basis was routinely achieved during the five year plan period. Majority of Capital Fund grants in 2008 allocation were designated on final phase of extensive exterior improvement program designed to ensure continued long-term viability of the Thomas Terry Apartments in Brooklyn. CFP funding in 2009 primarily targeted 30-8 and 30-10 properties in Centreville. The properties in Centreville are expected to be the target of the majority of CFP funds over the next 3 year period.

Project-based budgeting and asset management approach to public housing operations were initially implemented during the early years of the plan period and continue to be refined through 2009. Further refinement and compliance activities will continue into the new 5 Year Plan cycle.

**HUD Strategic Goal:** Increase assisted housing choices through provision of voucher mobility counseling, outreach efforts to potential voucher landlords, implementation of voucher homeownership program, public housing resident homebuyer assistance program, and implementation of public housing site based waiting lists.

**Status:** *Mixed Results:* By the close of 2009 the Housing Choice Voucher Program was operating at full financial capacity. Activities related to establishing a Voucher Homeownership program and public housing resident homebuyer assistance program have been placed on hold due to re-organization and downsizing necessary as a result of reduced funding levels and other operational priorities. First-time homebuyer classes have been made available to public housing and Section 8 participants. Several assisted households have utilized existing community programs and Family Self-Sufficiency Program escrow disbursements to purchase homes. Public housing site based waiting list program has been successfully implemented and administered.

**HUD Strategic Goal:** Improve community quality of life and economic vitality through implementation of: measures to deconcentrate poverty by bringing higher income public housing households into lower income developments; public housing security improvements; designation of developments for particular resident groups (household income level), and continued aggressive applicant screening and resident lease enforcement efforts.

**Status:** *Notable Progress.* The de-concentration analysis completed in February 2007 documented that no public housing properties had average household income levels outside the acceptable range (85% - 115% of average PHA-wide income). The 2008 analysis identified one concentrated development; the Ernest Smith Sr. Apartments in Centreville. The 2009 and 2010 analysis indicated that no property had income concentrations outside the acceptable range (85% to 115% of overall average). Various public housing security improvements have been implemented (i.e. security cameras, cooperative arrangements with local law enforcement, staffing of part-time Law Enforcement Liaison position, etc.). HUD approval of SCCHA's Designation Plan was received May 2005 and the plan was been fully implemented. A renewal request of the Designation Plan is scheduled for submission to HUD before March 2010. Aggressive

applicant screening and resident lease enforcement efforts continue. Waiting list preferences have been established for applicants who are employed and/or are in job training / education programs.

**HUD Strategic Goal:** Promote self-sufficiency and asset development of families and individuals by: increasing the number and percentage of employed persons in assisted housing developments; providing or attracting supportive services to improve assistance recipients' employability and/or to increase independence for the elderly or families with disability.

**Status: Progress Achieved.** Thirty-five percent (35%) of public housing families reported earned incomes in 2008. That number increased to 38% in February 2009, declining to 35% in February 2010. The recent decline is attributed to the national economic downturn and is consistent with the increase in unemployment rates. Due to lack of funds and poor performance, SCCHA discontinued direct service contracts with job training service providers funded by Mid-America Work Force Investment Board. The original intent was to encourage recruitment among public housing residents and Section 8 participants. SCCHA continues to maintain strong ties with the WIA Board and the Employment and Training staff of Local Service Delivery Area 24 (St. Clair County Intergovernmental Grants Department). An example of the cooperative relationship between SCCHA and these entities occurred during 2009 when SCCHA office(s) served as recruitment and registration sites for the Summer Youth Employment Program funded by the American Recovery and Reinvestment Act (ARRA), resulting in jobs for several public housing and Section 8 youth. The Public Housing Service Coordinator works to meet the needs of elderly and families with disabilities to increase independence. The Family Self-Sufficiency (FSS) Program remains operational with a residual caseload of less than 10 households. Most FSS activities have been suspended since FYE-2007 due to the position not being staffed as a result of re-organization/down sizing effort resulting from reduced funding levels. The FSS program will be phased out as existing contracts terminate.

**HUD Strategic Goal:** Ensure equal opportunity and affirmatively further fair housing by undertaking affirmative measures to ensure access to assisted housing and provide a suitable living environment for families living in assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability.

**Status: Progress Achieved.** SCCHA continues to operate and/or administer all programs and services in a non-discriminatory manner. SCCHA staff received Fair Housing and Reasonable Accommodation training by HUD staff member during



### **3-III.G. PROHIBITION AGAINST DENIAL OF ASSISTANCE TO VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING [Pub.L. 109-162]**

The Violence Against Women Reauthorization Act of 2005 (VAWA) prohibits denial of admission to an otherwise qualified applicant on the basis that the applicant is or has been a victim of domestic violence, dating violence, or stalking. Specifically, Section 606(1) of VAWA adds the following provision to Section 8 of the U.S. Housing Act of 1937, which lists contract provisions and requirements for the housing choice voucher program:

- That an applicant or participant is or has been a victim of domestic violence, dating violence, or stalking is not an appropriate reason for denial of program assistance or for denial of admission, if the applicant otherwise qualifies for assistance or admission.

#### **Definitions**

As used in VAWA:

- The term domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.
- The term *dating violence* means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors:
  - The length of the relationship
  - The type of relationship
  - The frequency of interaction between the persons involved in the relationship
- The term *stalking* means:
  - To follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate; or
  - To place under surveillance with the intent to kill, injure, harass, or intimidate another person; and
  - In the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to (1) that person, (2) a member of the immediate family of that person, or (3) the spouse or intimate partner of that person.

- The term *immediate family member* means, with respect to a person:
  - A spouse, parent, brother or sister, or child of that person, or an individual to whom that person stands in the position or place of a parent; or
  - Any other person living in the household of that person and related to that person by blood and marriage.

### **Notification and Victim Documentation**

The SCCHA acknowledges that a victim of domestic violence, dating violence, or stalking may have an unfavorable history that would warrant denial under the SCCHA's policies. Therefore, if the SCCHA makes a determination to deny admission to an applicant family, the SCCHA will include in its notice of denial a statement of the protection against denial provided by VAWA and will offer the applicant the opportunity to provide documentation affirming that the cause of the unfavorable history is that a member of the applicant family is or has been a victim of domestic violence, dating violence, or stalking.

The documentation must include two elements:

A signed statement by the victim that provides the name of the perpetrator and certifies that the incidents in question are bona fide incidents of actual or threatened domestic violence, dating violence, or stalking, and

One of the following:

A police or court record documenting the actual or threatened abuse, or  
A statement signed by an employee, agent, or volunteer of a victim service provider; an attorney; a medical professional; or another knowledgeable professional from whom the victim has sought assistance in addressing the actual or threatened abuse. The professional must attest under penalty of perjury that the incidents in question are bona fide incidents of abuse, and the victim must sign or attest to the statement.

The applicant must submit the required documentation with her or his request for an informal review (see section 16-III.D) or must request an extension in writing at that time. If the applicant so requests, the SCCHA will grant an extension of 10 business days, and will postpone scheduling the applicant's informal review until after it has received the documentation or the extension period has elapsed. If after reviewing the documentation provided by the applicant the SCCHA determines the family is eligible for assistance, no informal review will be scheduled and the SCCHA will proceed with admission of the applicant family.

## **Perpetrator Removal or Documentation of Rehabilitation**

In cases where an applicant family includes the perpetrator as well as the victim of domestic violence, dating violence, or stalking, the SCCHA will proceed as above but will require, in addition, either (a) that the perpetrator be removed from the applicant household and not reside in the assisted housing unit or (b) that the family provide documentation that the perpetrator has successfully completed, or is successfully undergoing, rehabilitation or treatment.

If the family elects the second option, the documentation must be signed by an employee or agent of a domestic violence service provider or by a medical or other knowledgeable professional from whom the perpetrator has sought or is receiving assistance in addressing the abuse. The signer must attest under penalty of perjury to his or her belief that the rehabilitation was successfully completed or is progressing successfully. The victim and perpetrator must also sign or attest to the documentation. This additional documentation must be submitted within the same time frame as the documentation required above from the victim.

## **SCCHA Confidentiality Requirements**

All information provided to the SCCHA regarding domestic violence, dating violence, or stalking, including the fact that an individual is a victim of such violence or stalking, must be retained in confidence and may neither be entered into any shared database nor provided to any related entity, except to the extent that the disclosure (a) is requested or consented to by the individual in writing, (b) is required for use in an eviction proceeding, or (c) is otherwise required by applicable law.

## **12-II.E. TERMINATING THE ASSISTANCE OF DOMESTIC VIOLENCE, DATING VIOLENCE, OR STALKING VICTIMS AND PERPETRATORS [Pub.L. 109-162, Pub.L. 109-271]**

The Violence Against Women Reauthorization Act of 2005 (VAWA) provides that “criminal activity directly relating to domestic violence, dating violence, or stalking, engaged in by a member of a tenant’s household or any guest or other person under the tenant’s control shall not be a cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant’s family is the victim or threatened victim of that domestic violence, dating violence, or stalking.” VAWA also gives SCCHA the authority to “terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others, without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such violence who is also a tenant or lawful occupant.” VAWA does not limit the authority of the SCCHA to terminate the assistance of any participant if the SCCHA “can demonstrate an actual and imminent threat to other tenants or those employed at or providing service to the property if that tenant is not evicted or terminated from assistance.”

## **Victim Documentation**

When a participant family is facing assistance termination because of the actions of a participant, household member, guest, or other person at the unit as a result of the participant's occupancy and a participant or immediate family member of the participant's family claims that she or he is the victim of such actions and that the actions are related to domestic violence, dating violence, or stalking the SCCHA will require the individual to submit documentation affirming that claim. The documentation must include two elements:

A signed statement by the victim that provides the name of the perpetrator and certifies that the incidents in question are bona fide incidents of actual or threatened domestic violence, dating violence, or stalking, and

One or more of the following:

A police or court record documenting the actual or threatened abuse (includes but is not limited to restraining orders and/or orders of protection), or

A statement signed by an employee, agent, or volunteer of a victim service provider; an attorney; a medical professional; or another knowledgeable professional from whom the victim has sought assistance in addressing the actual or threatened abuse. The professional must attest under penalty of perjury that the incidents in question are bona fide incidents of abuse, and the victim must sign or attest to the statement.

The required certification and supporting documentation must be submitted to the SCCHA within 14 business days after the SCCHA issues their written request. The 14-day deadline may be extended at the SCCHA's discretion. If the individual does not provide the required certification and supporting documentation within 14 business days, or the approved extension period, the SCCHA may proceed with assistance termination. The individual must take all actions within their control to prevent future incidents, including but not limited to cooperating with law enforcement, seeking court-issued orders of protection/restraining orders, and not granting the violator permission to visit the premises.

If the SCCHA can demonstrate an actual and imminent threat to other participants or those employed at or providing service to the property if the participant's tenancy is not terminated, the SCCHA will bypass the standard process and proceed with the immediate termination of the family's assistance.

## **Terminating the Assistance of a Domestic Violence Perpetrator**

Although VAWA provides assistance termination protection for victims of domestic violence, it does not provide protection for perpetrators. VAWA gives the SCCHA the explicit authority to “terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others...without terminating assistance to, or otherwise penalizing the victim of such violence who is also a tenant or lawful occupant.” This authority supersedes any local, state, or other federal law to the contrary.

However, if the SCCHA chooses to exercise this authority, it must follow any procedures prescribed by HUD or by applicable local, state, or federal law regarding termination of assistance [Pub.L. 109-271].

When the actions of a participant or other family member result in a SCCHA decision to terminate the family’s assistance and another family member claims that the actions involve criminal acts of physical violence against family members or others, the SCCHA will request that the victim submit the above required certification and supporting documentation in accordance with the stated time frame. If the certification and supporting documentation are submitted within the required time frame, or any approved extension period, the SCCHA will terminate the perpetrator’s assistance. If the victim does not provide the certification and supporting documentation, as required, the SCCHA will proceed with termination of the family’s assistance.

If the SCCHA can demonstrate an actual and imminent threat to other tenants or those employed at or providing service to the property if the participant’s tenancy is not terminated, the SCCHA will bypass the standard process and proceed with the immediate termination of the family’s assistance.

## **SCCHA Confidentiality Requirements**

All information provided to the SCCHA regarding domestic violence, dating violence, or stalking, including the fact that an individual is a victim of such violence or stalking, must be retained in confidence and may neither be entered into any shared data base nor provided to any related entity, except to the extent that the disclosure (a) is requested or consented to by the individual in writing, (b) is required for use in an eviction proceeding, or (c) is otherwise required by applicable law.

**PART IX: NOTIFICATION REGARDING APPLICABLE PROVISIONS OF THE VIOLENCE AGAINST WOMEN REAUTHORIZATION ACT OF 2005 (VAWA) 16-IX.A. NOTIFICATION TO APPLICANTS AND PARTICIPANTS [Pub.L. 109-162]**

VAWA requires SCCHA to notify public housing program participants of their rights under this law, including their right to confidentiality and the limits thereof.

The SCCHA will have available for all applicants and program participants flyers and/or informational brochures containing information regarding their protections and rights under VAWA at the time of admission and at annual reexamination.

The printed information will explain the protections afforded under the law, inform the participant of SCCHA confidentiality requirements, and provide contact information for local victim advocacy groups or service providers.

**16-IX.B. NOTIFICATION TO OWNERS AND MANAGERS [Pub.L. 109-162]**

VAWA requires SCCHA to notify owners and managers of their rights and responsibilities under this law.

Inform property owners and managers of their screening and termination responsibilities related to VAWA. The SCCHA may utilize any or all of the following means to notify owners of their VAWA responsibilities:

- As appropriate in day to day interactions with owners and managers
- Inserts in HAP payments, 1099s, owner workshops, classes, orientations, and/or newsletters
- Signs in the SCCHA lobby and/or mass mailings which include model VAWA certification forms

## **CARBON MONOXIDE DETECTORS**

**The St. Clair County Housing Authority has conformed the policies and practices of both the Public Housing and Section 8 Programs to comply with the Illinois Carbon Monoxide Alarm Detector (CMAD) Act, which went into effect January 1, 2007.**

Resident Advisory Board  
Annual Meeting  
10: 00 a.m., Wednesday  
December 9, 2009

AGENDA

1. Call to Order \*
2. Confirmation of HUD Approval of 2009 Agency Plan Update
3. Approval of Minutes from March 11, 2009
4. Membership Issues
5. Review of RAB Administrative Plan
6. Election of Officers for 2010 Term\*  
  
Current Officers: Chairman, Earline Jenkins  
Vice-Chairman, Lucille Rains  
Secretary, Jessie Hooper
7. Agency Plan Update Calendar of Events
8. Review of Contract / Change Order Report & Open Capital Fund Grant Programs
9. Draft Public Housing Utility Allowance Schedule
10. Draft Section 8 HCVP Utility Allowance Schedule
11. Next Scheduled Meeting --- 10:00 a.m., Wednesday, January 13<sup>th</sup> \*
12. Other Issues \*
13. Adjournment --- Chairman \*

\* No material in packet for this item



## Resident Advisory Board Regular Meeting

January 13, 2010

### Minutes

The regular meeting of the Resident Advisory Board (RAB) for the St. Clair County Housing Authority's Comprehensive Agency Plan was convened on January 13, 2010 at the Central Office, Belleville, IL.

The meeting was called to order by Earline Jenkins, Chairman, with the members present recorded on the attached sign-in sheet. Larry McLean, Deputy Director, welcomed those in attendance.

A motion was made, seconded, and passed to approve the minutes of the December 9th meeting.

David Wright, Modernization Director, briefed the members on the initial draft of the 5 Year Capital Fund Program Plan. Mr. Wright noted that the improvements tentatively planned for Amber Court (30-27) in Year 2 should include stove replacement and was subject to other revisions. Mr. McLean explained that the 5 Year CFP would be mailed to all public housing residents in conjunction with February rent statements to provide for resident review and comment.

Mr. Wright reported that the bulk of monies allocated over the first four years of the plan targeted the Centreville properties (Ernest Smith Sr. and Private Mathison Manor). These are large family developments in critical need of exterior and interior updates. Each year includes some funding for urgent work at other locations. Mr. Wright explained that year 5 of the plan included funding for exterior building renovations, interior building renovations, site improvements, ADA modifications and security upgrades for each location. This is intended to provide flexibility in addressing any critical needs that might develop during the plan cycle. Kay Riesch reported that flooding of the sidewalks at Amber Court on the east side of building 4101 is often a problem. She noted that at this time there is about 3-4 inches of water / ice on the ground / sidewalk due to an underground water leak. Mr. McLean explained that the repair of the water leak would be handled as a maintenance item (using a contractor), noting that the periodic flooding of the sidewalks due to rain water could be a possible improvement to consider under the CFP.

Valerie Hych mentioned the electrical problem experienced at two units in Private Mathison Manor in Centreville (6601 Carver and 627 South 66<sup>th</sup> Street). Mr. McLean replied that these types of problems would be resolved through the routine maintenance process and not the CFP. Ms. Hych also described the problems she experienced getting work done in her apartment in December and commented regarding conditions of

concern in units that were recently turned over for new move-ins. Mr. McLean reminded Ms. Hych that the purpose of the RAB was not to resolve individual work order problems, indicating that he would be available after the meeting or some other time to discuss these issues.

The members were encouraged to review the document and discuss it at their resident council meetings (as applicable). The residents were encouraged to submit comments in writing, particularly if there are major systems or property-wide conditions that need addressed that are missing from the plan.

Ms. Riesch suggested that resident input be incorporated into the selection process of materials and/or design of CFP funded improvements. She referenced the negative reaction of many residents to the carpet that was installed at Amber Court as an example. Ms. Riesch acknowledged that resident opinions regarding materials / products would vary widely. Mr. McLean expressed a willingness to explore possible methods of incorporating resident input into the CFP improvement process.

Nancy Schmidt, Finance Director, gave a presentation to the members regarding Housing Authority financial matters. The members were provided with a summary of Financial Resources (which notes total budgeted amounts for FYE-6/30/10 for public housing operation fund, public housing capital fund, Section 8 HAP and Admin Fees, and other income sources), amounts received for FYE-6/30/09 for the same programs, a detailed budget for the Central Office and Maintenance Cost Centers along with the 10 property groupings or AMPs (Asset-based Management Property), and the Section 8 HCVP Program budget (all for FYE-6/30/10). Mr. McLean and Ms. Schmidt noted the many ways that HUD's required conversion to AMPs budgeting / accounting was changing the way SCCHA operates. The financial challenges facing the Section 8 program were noted [the need to raise the unit count as high as possible to generate Admin Fees while remaining within budget for housing assistance payments (HAP)]. They also replied to various questions the members had regarding the budgets and financial reports. Ms. Schmidt invited the members to call her if they had any follow-up questions.

The waiting list summaries, with demographic breakdowns, for both the Public Housing and Section 8 HCVP were provided to the members. Mr. McLean noted that the total number of applicants for the public housing program is over-stated because an applicant is count separately for each wait list for which they apply. Mr. McLean also noted that SCCHA needs to arrange for a review of the site based wait list system for public housing to ensure that it is fair housing compliant.

Resident demographics reports for the public housing and Section 8 HCVP were distributed to the members. The members were invited to review the reports and follow-up with any questions they might have regarding the statistics contained in the reports.

The public housing Designated Housing Plan was reviewed, with Mr. McLean noting that the plan was subject to HUD renewal in March 2010. The members expressed their

strong support for the designation plan, recognizing the problems associated with housing senior citizens and non-seniors with a disability in the same location.

Mr. McLean reported that HUD recently issued a notice that the current PHAS (Public Housing Assessment System) was being reinstated for housing authorities with fiscal years ending 6/30/09, 9/30/09, 12/31/09 and 3/31/10. Mr. McLean noted that the retro-active nature of the PHAS reinstatement would make completion of the PHAS submission more difficult and time consuming than it was in the past.

The Management Needs Assessment and related proposal CFP Management Improvement Funding was reviewed and discussed, with Mr. McLean highlighting some changes resulting from continued implementation of the asset based management model. It was noted that this funding makes the Senior Service Coordination and Family Resource Center programs possible. The members expressed their strong support for the continuation of these programs. The inclusion of funds for Resident Council development and training activities was noted. Mr. McLean reminded the members that the public housing Family Self-Sufficiency program was being phased-out due to funding constraints and the need to focus on HUD's performance evaluation criteria (i.e. vacant unit count & turnover, improved accuracy in income projections & rent determinations, etc.).

Mr. McLean reviewed the Conversion Analysis chart with the members, noting that while there are many and varied physical needs in the public housing stock and that needs clearly exceed fund availability, all public housing properties are considered viable. Therefore, no conversion activities are projected during the upcoming 5 Year Agency Plan cycle.

The Public Housing Flat Rent Schedule was reviewed. No changes to the schedule were recommended.

Financial issues related to the Section 8 HCVP were discussed. The payment standards, fair market rents and a funding utilization report were distributed to the members. As noted previously, the challenge of administering the program within budget constraints continues. The possible need to reduce average HAP through reduction in the payment standard as a means of keeping the program financially viable was discussed.

Mr. McLean reviewed the Section Eight Management Assessment Program results for FYE-6/30/09. He was very pleased to report that SCCHA had received "high" performer status for the period.

Related to "other" issues, the following was noted:

- Members' desire to review the Service Charge Policy;
- Communicate with non-attending members to determine their desire to continue participation;
- Schedule the Election of Officers for the next meeting.

It was noted that the next meeting was scheduled for 10:00 a.m., Wednesday, January 27<sup>th</sup>.

The meeting was adjourned at approximately 12:00 noon for lunch.

Prepared by: *Larry McLean* Date: January 15, 2010  
Larry McLean, Deputy Director

Authorized by: *Jessie Hooper* Date: January 15, 2010  
Jessie Hooper, Secretary

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## Resident Advisory Board Regular Meeting

February 17, 2010

### Minutes

The regular meeting of the Resident Advisory Board (RAB) for the St. Clair County Housing Authority's Comprehensive Agency Plan was convened on February 17, 2010 at the Central Office, Belleville, IL.

The meeting was called to order by Earline Jenkins, Chairman, with the following members present:

- Vivian Cash
- Jessie Hooper
- Arlene Bieri
- Kay Riesch
- Lillie Smith
- Victor Mosley
- Katherin Dinwiddie
- Earlene Jenkins

Larry McLean, Deputy Director, welcomed those in attendance.

A motion was made, seconded, and passed to approve the minutes of the January 13th meeting.

Mr. McLean asked the members if there were any follow-up questions or comments regarding topics discussed at the last meeting. Kay Riesch reported that water leak that was flooding the sidewalks at Amber Court on the east side of building 4101 was repaired. Mr. McLean acknowledged that the repair took too long to complete.

Regarding membership actions a motion was made, seconded and passed to accept the resignations of Mamie Johnson and Melanie Sanders from the RAB. The need to invite a representative from the Brooklyn Resident Council was noted.

Election of officers was held. There were three calls for nominations for the office of Secretary. A motion was made, seconded and passed to close the nominations, with the only nomination being for Jessie Hooper. A motion was made, seconded and passed to elect Jessie Hooper as Secretary for the 2010 Agency Plan Update cycle.

There were three calls for nominations for the office of Vice Chairman. A motion was made, seconded and passed to close the nominations, with the only nomination being for Lillie Smith. A motion was made, seconded and passed to elect Lillie Smith as Vice Chairman for the 2010 Agency Plan Update cycle.

There were three calls for nominations for the office of Chairman. A motion was made, seconded and passed to close the nominations, with two nominations being received. Kay Riesch and Earlene Jenkins were nominated. Upon a “show of hands” vote, Earlene Jenkins was elected as Chairman for the 2010 Agency Plan Update cycle.

The members reviewed the Public Housing Program Service Charge Policy. Mr. McLean noted that there are relatively few specified charges (such as unclogging drains and vacant unit cleaning charges) with most charges being based upon actual material and labor costs. Labor costs are based on a standard rate, currently \$18 per hour, and do not vary based upon the wage rate of the particular employee performing the work. Ms. Riesch suggested that the policy be provided to tenants at move-in. Mr. McLean replied that he believes it is already part of the move-in packet for new tenants, but will make sure. Mr. McLean noted that the policy is subject to further administrative review, particularly the specified charges for certain work that have not changed in several years. Any changes made to the policy will be subject to review during the comment period and public hearing.

The Income Concentration Analysis report for the public housing program was reviewed. Mr. McLean explained that the average income for all public housing properties is adjusted for the number of units in each bedroom size to establish a weighted average. The resulting number is used to establish upper and lower threshold amounts by multiplying the amount by 115% and 85%, respectively. Finally, the weighted average household income for properties with more than 100 units are determined and compared to the threshold amounts. The three properties subject to the analysis all have weighted average household income amounts that fall within the 85% to 115% range, meaning that no income de-concentration actions were needed by SCCHA.

She noted that at this time there is about 3-4 inches of water / ice on the ground / sidewalk due to an underground water leak. Mr. McLean explained that the repair of the water leak would be handled as a maintenance item (using a contractor), noting that the periodic flooding of the sidewalks due to rain water could be a possible improvement to consider under the CFP.

The members were provided a *Draft 2010 Agency Plan* packet. Mr. McLean noted that most of the content had been reviewed by members at prior meetings. He encouraged the members to review the document and discuss it at their resident council meetings (as applicable) and to encourage residents to submit comments in writing, particularly regarding the Capital Fund 5 Year Improvement Plan.

Ms. Riesch provided Mr. McLean with an informational flyer that indicated the life expectancy of a gas stove is 15 years and electric stove is 13 years, noting that most of the stoves at Amber Court are much older than 13 years. Mr. McLean noted that stove replacement at Amber Court is currently budgeted in year two of the CFP 5 Year Plan. Ms. Riesch asked that when the stoves are replaced that SCCHA consider buying a better quality stove than the replacement stoves currently stocked and the model selected

include a bottom drawer for storage. Mr. McLean said that the suggestions would be passed along to the Modernization and Maintenance Department Directors. Mr. McLean noted that the current draft Agency Plan did not include any changes in the two major policy documents impacting residents --- the Section 8 Administrative Plan and the Public Housing Admissions and Continued Occupancy Plan. It was further reported that no major policy changes are anticipated, but if time permits SCCHA hopes to make a few "housekeeping" or "clean-up" type narrative changes to the two policies. Mr. McLean stated that the members would receive notification of any such changes prior to the public hearing and if warranted another meeting would be scheduled to review the changes.

It was noted that the next meeting was scheduled for either April 7<sup>th</sup> or 14<sup>th</sup>, depending upon the need to meet before the Agency Plan is submitted to the Board of Commissioners and HUD. A tour of SCCHA public housing and Section 8 assisted properties is planned for the next meeting date.

The meeting was adjourned at approximately 12:00 noon for lunch.

Prepared by:     *Larry McLean*     Date: March 8, 2010  
Larry McLean, Deputy Director

Authorized by:     *Jessie Hooper*     Date: March 8, 2010  
Jessie Hooper, Secretary

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**PHA PLAN ELEMENT – PART 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 (Based on Budget for FYE 6/30/11)</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2009 grants)</b>		
a) Public Housing Operating Fund	3,431,000	
b) Public Housing Capital Fund	1,647,472 501-10	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	9,261,000 HAP 1,010,076 Adm Fee	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
CFP 501-09 (as of 06/30/10)	1,294,846	
<b>3. Public Housing Dwelling Rental Income</b>	1,485,000	
<b>4. Other income (list below)</b>		
Interest Income	6,300	
Entrepreneurial Activities	132,500	
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	18,268,194	



**PHA PLAN ELEMENT --- PART 11**  
**FISCAL YEAR AUDIT (FYE 6/30/09)**

**As evidenced by the attached excerpts from the Financial Audit completed for Fiscal Year Ending June 30, 2009, there were no audit findings or questionable costs.**

## INDEPENDENT AUDITOR'S REPORT

Board of Commissioners  
St. Clair County Housing Authority  
Belleville, Illinois

We have audited the accompanying basic financial statements of the St. Clair County Housing Authority, Illinois, (Authority) as of and for the year ended June 30, 2009, as listed in the table of contents. These basic financial statements are the responsibility of the Authority's management. Our responsibility is to express an opinion on these basic financial statements based on our audit.


We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the basic financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall basic financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the financial position of the St. Clair County Housing Authority, Illinois, as of June 30, 2009, and the changes in its financial position and its cash flows, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated January 22, 2010, on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

The management's discussion and analysis on pages ii to vii is not a required part of the basic financial statements but is supplemental information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplemental information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming an opinion on the basic financial statements taken as a whole. The accompanying schedule of expenditures of federal awards as required by the U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and the Financial Data Schedule are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.



Sailor, Khan & Co. LLC  
January 22, 2010

SECTION III  
REPORTS ON COMPLIANCE  
AND  
ON INTERNAL CONTROL

**Report on Internal Control Over Financial Reporting and on Compliance  
and Other Matters Based on an Audit of Financial Statements Performed  
in Accordance With *Government Auditing Standards***

Board of Commissioners  
St. Clair County Housing Authority  
Belleville, Illinois

We have audited the basic financial statements of the St. Clair County Housing Authority, Illinois, (Authority) as of and for the year ended June 30, 2009, and have issued our report thereon dated January 22, 2010. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the Authority's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Authority's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Authority's financial statements that is more than inconsequential will not be prevented or detected by the Authority's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Authority's internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Authority's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and uses of management, the Board of Commissioners, others within the Authority, and federal awarding agencies and is not intended to be and should not be used by anyone other than these specified parties.



Sailor, Khan & Co. LLC  
January 22, 2010

**Report on Compliance with Requirements Applicable to Each Major Program and on  
Internal Control over Compliance in Accordance with OMB Circular A-133**

Board of Commissioners  
St. Clair County Housing Authority  
Belleville, Illinois

**Compliance**

We have audited the compliance of the St. Clair County Housing Authority, Illinois, (Authority) with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* that are applicable to each of its major federal programs for the year ended June 30, 2009. The Authority's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the Authority's management. Our responsibility is to express an opinion on the Authority's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Authority's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Authority's compliance with those requirements.

In our opinion, the Authority complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2009.

**Internal Control Over Compliance**

The management of the Authority is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal program. In planning and performing our audit, we considered the Authority's internal control over compliance with the requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control over compliance.

A *control deficiency* in an Authority's internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect noncompliance with a type of compliance requirement of a federal program on a timely basis. A *significant deficiency* is a control deficiency, or combination of control deficiencies, that adversely affects the Authority's ability to administer a federal program such that there is more than a remote likelihood that noncompliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by the Authority's internal control.

Sailor


Khan & Co. LLC

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A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected by the Authority's internal control.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the Authority's internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we considered to be material weaknesses as defined above.

This report is intended for the information and use of the St. Clair County Housing Authority, Illinois's management, and federal awarding agencies and is not intended to be and should not be used by anyone other than these specified parties.



Sailor, Khan & Co. LLC

January 22, 2010

ST. CLAIR COUNTY HOUSING AUTHORITY

Belleville, Illinois

SIGNIFICANT DEFICIENCIES COMMUNICATED IN PRIOR YEARS

June 30, 2009

The prior audit report for the year ended June 30, 2008 contained no significant deficiencies.



ST. CLAIR COUNTY HOUSING AUTHORITY

Belleville, Illinois

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

June 30, 2009

SECTION I - SUMMARY OF AUDITOR RESULTS

Financial Statement:

Type of auditor's report issued:	Unqualified
Internal control over financial reporting:	
▶ Material weakness(es) identified?	No
▶ Significant deficiency (ies) identified that are not considered to be material weaknesses?	None reported
Noncompliance material to financial statements noted?	No
Is a "going concern" explanatory paragraph included in audit report?	No

Federal Awards:

Internal control over major programs:	
▶ Material weakness(es) identified?	No
▶ Significant deficiency (ies) identified that are not considered to be material weaknesses?	None reported
Type of auditor's report issued on compliance for major programs:	Unqualified
Any audit findings disclosed that are required to be reported in accordance with section 510(a) on Circular A-133?	No

Identification of major programs:

CFDA	
<u>Number(s)</u>	<u>Name of Federal Program</u>
14-850a	Public and Indian Housing
14-871	Section 8 Housing Choice Vouchers
14-872	Public and Indian Housing - Capital Fund Program

Dollar threshold used to distinguish between type A and type B programs:	\$300,000
Auditee qualified as low-risk auditee?	Yes

ST. CLAIR COUNTY HOUSING AUTHORITY

Belleville, Illinois

SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)

June 30, 2009

**SECTION II - FINANCIAL STATEMENT FINDINGS**

The current audit report for the year ended June 30, 2009 disclosed no Financial Statement audit findings.

**SECTION III - FEDERAL AWARD FINDINGS**

The current audit report for the year ended June 30, 2009 disclosed no Federal Awards audit findings.

**QUESTIONED COSTS**

None

## **PHA PLAN ELEMENT – PART 12**

### **Asset Management** [24 CFR Part 903.7 9 (q)]

The St. Clair County Housing Authority (SCCHA) is engaging in activities that will contribute to the long-term asset management of its public housing stock, including how the SCCHA is planning for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs. Those activities (that have **not** been addressed elsewhere in the PHA Plan document include **Development-based Accounting and Comprehensive Stock Assessment**.

Reference is made to the Public Housing Asset Management Table that follows.

**Public Housing Asset Management Table - 2010**

<b>Development Identification</b>		<b>Activity Description</b>						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / Disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home- ownership <i>Component 11a</i>	Other (describe) <i>Component 17<sup>1</sup></i>
#1 – Brooklyn	100	2,107,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#2 – Marissa	18	\$162,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#3 – Dupo	20	\$205,000	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#5 – Smithton	10	\$112,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#6 – Centreville	178	\$6,529,000	None Planned	None Planned	34 units elderly only	None Planned	None Planned	DBA/CSA
#7 – Marissa	14	\$97,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#8 – Centreville.	142	\$2,689,000	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#9 – Brooklyn	42	\$187,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#10 – Centreville	110	\$3,167,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#11 – Alorton	44	\$407,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#12 – Brooklyn	16	\$425,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#13 – New Athens	16	\$152,500	None Planned	None Planned	4-1br disabled only	None Planned	None Planned	DBA/CSA
#14 – Lebanon	24	\$222,500	None Planned	None Planned	4-1br disabled only	None Planned	None Planned	DBA/CSA
#16 & #61– Belleville	86	\$195,000	None Planned	None Planned	86 units elderly only	None Planned	None Planned	DBA/CSA
#17 – Washington Park	32	\$512,500	None Planned	None Planned	20-1br disabled only	None Planned	None Planned	DBA/CSA
#18 – Swansea	16	\$132,500	None Planned	None Planned	16 units elderly only	None Planned	None Planned	DBA/CSA
#19 – Lenzburg	8	\$127,500	None Planned	None Planned	4-1br disabled only	None Planned	None Planned	DBA/CSA
#20 – Centreville	8	\$425,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#21 – New Athens	16	\$430,500	None Planned	None Planned	16 units elderly only	None Planned	None Planned	DBA/CSA
#22 – Millstadt	18	\$431,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#24 – O’Fallon	20	\$177,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#27 – Belleville	64	\$427,500	None Planned	None Planned	64 units elderly only	None Planned	None Planned	DBA/CSA
#28 – Lenzburg	8	\$77,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA

<sup>1</sup> Development-based Accounting and Comprehensive Stock Assessment