
*SCHUYLKILL COUNTY HOUSING
AUTHORITY*

HUD-50075

2011-2015 FIVE-YEAR AND ANNUAL PLAN

December 9, 2010

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PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: <u>Schuylkill County Housing Authority</u> PHA Code: <u>PA016</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>04/2011</u>				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>610</u> Number of HCV units: <u>631</u>				
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	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:				
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.				
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: The mission of the Schuylkill County Housing Authority is: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.				
5.2	Goals and Objectives. 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. <u>See attached Section 10.0 Additional Information</u>				
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.				
7.0	Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i>				
8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.				
8.1	Capital Fund Program Annual Statement/Performance and Evaluation Report. 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. <u>See Attached Annual Statement/Performance and Evaluation Reports</u>				
8.2	Capital Fund Program Five-Year Action Plan. 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. <u>See Attached Capital Fund Program Five-Year Action Plan</u>				
8.3	Capital Fund Financing Program (CFFP). <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.				

9.0	<p>Housing Needs. 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>
9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p>
10.0	<p>Additional Information. 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. See Section 5.2 Above</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification” A significant change is defined as: (1) Changes to rent or admissions policies or organization of the waiting list except where the changes are to bring them into compliance with HUD requirements or expands options for residents. (2) Addition of non-emergency work items (items not included in the current Annual Statement or Five-Year Plan). (3) Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.</p>
11.0	<p>Required Submission for HUD Field Office Review. 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. Note: 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)</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.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</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

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.

6.0 PHA Plan Update.

II. PHA Plan Elements. (24 CFR 903.7)

The following elements of the Schuylkill County Housing Authority's (SCHA) plan elements have been revised since the Authority's prior submission:

3. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** SCHA'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, **have not been revised since the Authority's prior submission.**

The Following is a Summary of Key Components of SCHA's Policies Governing Eligibility, Selection, and Admissions_[24 CFR Part 903.12 (b), 903.7 (b)]

A. Public Housing

(1) Eligibility: Verification of eligibility for admission to public housing occurs when families are within 45 days of application.

SCHA uses the following non-income (screening) factors to establish eligibility for admission to public housing:

- Criminal or Drug-related activity
- Rental history
- Housekeeping

SCHA request criminal records from local and State law enforcement agencies and INTELLICORP for screening purposes

(2)Waiting List Organization: SCHA uses a Community-Wide list to organize its public housing waiting list and optional site-based waiting lists.

Interested persons may apply at SCHA's main administrative office at 245 Parkway, Schuylkill Haven, PA and at each of its development site management offices for admission to public housing, or via a home visit as a reasonable accommodation for applicants unable to come to the office.

Applicants may be on more than one list simultaneously (9 lists).

(3) Assignment: Ordinarily, SCHA permits applicants only one vacant unit choices before they fall to the bottom of or are removed from the waiting list. This policy is consistent across all waiting list types.

(4) Admissions Preferences: Income targeting: **SCHA does not exceed the federal targeting requirements** by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income.

Transfer policies: SCHA has established the following policy for transfers taking precedence over new admissions:

- Emergencies
- Over-housed – to meet waiting list demand
- Under-housed
- Medical justification
- Administrative reasons determined by SCHA (e.g., to permit modernization work)
- Non-handicapped household occupying a handicapped unit

Preferences: SCHA has established preferences for admission to public housing (other than date and time of application).

SCHA employs the following admission preferences:

- Involuntary Displacement (Disaster, Government Action)
- Victims of domestic violence
- Substandard housing
- Homelessness
- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Nursing Home Transition Participants
- Applicants enrolled currently in an educational, training or upward mobility program
- An applicant who is a victim of hurricane Katrina

SCHA employs prioritizes admissions preferences as follows:

- Date and Time: 1
- Involuntary Displacement (Disaster, Government Action): 1
- Victims of domestic violence: 1
- Substandard housing: 1
- Homelessness: 1
- Working families and those unable to work because of age or disability: 1
- Veterans and veterans' families: 1
- Nursing Home Transition Participants: 1
- Residents who live and work in the jurisdiction: 1
- Applicants enrolled currently in an educational, training or upward mobility program: 1
- An applicant who is a victim of hurricane Katrina: 1

SCHA applies preferences within income tiers – if needed to meet statutory requirements that 40% be Extremely Low Income.

(5) Occupancy: The following are reference materials applicants and residents use to obtain information about the rules of occupancy of public housing:

- The SCHA-resident lease
- The SCHA's Admissions and (Continued) Occupancy policy
- SCHA briefing seminars or written materials

Residents must notify SCHA of changes in family composition:

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision

B. Section 8

(1) Eligibility: SCHA request criminal records from local and State law enforcement agencies and INTELLICORP for screening purposes.

SCHA does not share its criminal and drug related background checks with the landlord.

(2) Waiting List Organization: *SCHA does not merge its Section 8 waiting list with its public housing waiting list. Each list is kept separate.*

Interested persons may apply for admission to section 8 tenant-based assistance SCHA's main administrative office at 245 Parkway, Schuylkill Haven, PA. SCHA also provides reasonable accommodations via home visits for those unable to come to the office.

(3) Search Time: *SCHA does give extensions on standard 60-day period to search for a unit in accordance with its Section 8 Administrative Plan.*

(4) Admissions Preferences:

Income targeting: SCHA does not plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income.

Preferences: SCHA has established preferences for admission to section 8 tenant-based assistance program (other than date and time of application). These preferences include the following:

- Involuntary Displacement (Disaster, Government Action)
- Victims of domestic violence
- Substandard housing
- Homelessness
- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Nursing Home Transition Participants
- Applicants enrolled currently in an educational, training or upward mobility

- program
 - An applicant who is a victim of hurricane Katrina

SCHA has prioritized the following admissions preferences, as noted:

- Date and Time: 1
- Involuntary Displacement (Disaster, Government Action): 1
- Victims of domestic violence: 1
- Substandard housing: 1
- Homelessness: 1
- Working families and those unable to work because of age or disability: 1
- Veterans and veterans’ families: 1
- Nursing Home Transition Participants: 1
- Residents who live and work in the jurisdiction: 1
- Applicants enrolled currently in an educational, training or upward mobility program: 1
- An applicant who is a victim of hurricane Katrina: 1

Applicants on the waiting list with equal preference status, are selected by date and time of application.

SCHA employs preferences for “residents who live and/or work in the jurisdiction.” This preference has previously been reviewed and approved by HUD

The current pool of applicant families ensures that SCHA will meet income targeting requirements.

SCHA applies preferences within income tiers.

(5) Special Purpose Section 8 Assistance Programs

The Section 8 Administrative Plan contains the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by SCHA. In addition, SCHA makes know to the participants, its policies governing eligibility, selection and admissions to any special-purpose section 8 programs at the time of the briefing sessions and in written materials.

SCHA announces the availability of any special-purpose section 8 programs to the public through published notices in the local news media of general circulation.

2. Financial Resources. The following statement of financial resources, includes a listing by general categories of the Housing Authority’s anticipated resources, Operating, Capital and other anticipated Federal resources available to SCHA, as well as tenant rents and other income available to support public housing or tenant-based assistance:

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2009 grants)		
a) Public Housing Operating Fund	\$1,427,150	Operating

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
b) Public Housing Capital Fund	\$890,087	Capital/Operating
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$2,515,000	HAP & Administration
f) Resident Opportunity and Self- Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (unobligated funds only) (list below)		
Capital Fund Program 2010	\$795,114	Cap Imp/Operating
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Capital Fund Program 2009	\$248,479	Cap Imp/Operating
3. Public Housing Dwelling Rental Income	\$8,617,153	Operating
Excess Utilities	\$75,740	Operating
4. Other income (list below)		
5. Non-federal sources (list below)		
County Act 137 Funds	\$41,744	Affordable Housing
Total Resources	\$14,610,467	

3. Rent Determination. The policies of SCHA governing rents charged for public housing and HCV dwelling units, **have not been revised since the Authority's prior submission.**

The Following is a Summary of SCHA's Rent Determination Policies [24 CFR Part 903.12(b), 903.7(d)]

A. Public Housing

(1) Income Based Rent Policies

The following describes SCHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions:

Use of discretionary policies: SCHA does not employ any discretionary rent-setting policies for income-based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions).

Minimum Rent: SCHA has established \$50.00 as a minimum rent and has adopted the following discretionary minimum rent hardship exemption policies:

- The family has lost eligibility for or is waiting an eligibility determination for a Federal, State, or local assistance program;
- The family would be evicted as a result of the imposition of the minimum rent requirement;
- The income of the family has decreased because of changed circumstance, including loss of employment;
- A death in the family has occurred; and
- Other circumstances determined appropriate and acceptable by the Housing Authority or the Department of Housing and Urban Development

SCHA does not plan to charge rents at a fixed amount or percentage less than 30% of adjusted income.

Rent re-determinations: Tenants must report changes in income or family composition to SCHA any time the family experiences such changes that may result in an adjustment to rent. Any time a family experiences an income increase above the following threshold amount: interim increase in rent due to a change in income shall only be implemented when the total annual gross income increases three thousand five hundred dollars (\$3,500) or more, except:

- (1) if a new member is added to the lease, an adjustment will be made regardless of the amount of income; or
- (2) if a tenant paying a minimum rent (\$50) obtains income from any source, an adjustment will be made regardless of the amount of income.

SCHA does not plan to implement individual savings accounts for residents (ISA) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year.

(2) Flat Rents: In setting the market-based flat rents, SCHA utilizes the payment standard approved by the Board which is based on a percentage of the current FMRs to establish a flat rent for each development.

B. Section 8 Tenant-Based Assistance

(1) Payment Standards: SCHA's payment standard is established at 100% of current HUD published Fair Market Rents (FMR) for two bedroom units and above for the area.

The payment standards are reevaluated annually by SCHA for adequacy. SCHA will consider the success rates of assisted families in locating and leasing affordable housing that meets HQS in its assessment of the adequacy of its payment standard.

(2) Minimum Rent: SCHA has established \$50.00 as the minimum rent for the Section 8 Voucher Program.

SCHA has adopted the following discretionary minimum rent hardship exemption policies:

- the family has lost eligibility for or is awaiting an eligibility determination for a Federal, State, or local assistance program;
- the family would be evicted as a result of the imposition of the minimum rent requirement;
- the income of the family has decreased because of changed circumstance, including loss of employment;
- a death in the family has occurred; and
- other circumstances determined appropriate and acceptable by the Housing Authority or the Department of Housing and Urban Development .

- 4. Operation and Management.** A statement of the rules, standards, and policies of the Schuylkill County Housing Authority governing maintenance and 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 SCHA and programs of SCHA are available to the public at the main office of the Authority.
- 5. Grievance Procedures.** The policies of SCHA governing the grievance and informal hearing and review procedures that the Housing Authority makes available to its residents and applicants, **have not been revised since the Authority's prior submission.**
- 6. Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by SCHA, there are no projects (or portions thereof), in the upcoming fiscal year, that the Housing Authority has designated or will apply for designation for occupancy by elderly and disabled families.
- 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).

Policy Overview

Community Service is defined as “the performance of voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community.” Community Service is not employment and may not include political activities.

The Community Service and Economic Self-Sufficiency requirements mandate that each non-exempt adult household member (18 years or older), shall either contribute eight hours per month of community service within their community, or participate in an Economic Self-Sufficiency program for eight hours per month. This Chapter provides SCHA’s requirements.

Community Service Contributions

Federal regulations mandate that all adult residents must contribute eight (8) hours per month of community service, or participate in an economic self-sufficiency program for eight (8) hours per month as a condition for continued public housing assistance.

The exceptions to this requirement are for person(s) that are:

- Elderly
- Blind or disabled as defined under law and unable to comply with the community service requirement, or the caretaker of such an individual.
- Working or exempted from work by the State.
- Receiving assistance and not in noncompliance with State or TANF requirements.

Persons with a disability are not automatically exempt from community service requirements. A person is exempt only to the extent the disability makes the person “unable to comply.”

Community Service Activities

The Authority will strive to give residents the greatest choice possible of community service activities. These activities could include, but are not limited to:

- Improving the physical environment of the resident’s development.
- Volunteer work in a local school, hospital, childcare center, homeless shelter, etc.
- Working with youth organizations.
- Helping neighborhood groups on special projects.

- Participation in programs that develop and strengthen resident self responsibility such as drug and alcohol abuse counseling and treatment, household budgeting and credit counseling, and English proficiency.

Federal regulations specifically prohibits political activity as community service.

Housing Authority Options for Community Service: The Authority can administer its own community service program, with cooperative relationships with other entities, or contract the entire community service program to a third party, which includes qualified resident councils.

The Authority must follow procurement policies and 24 CFR 85.36 in order to contract out the community service program. When third party contractors are used, the Authority will strive to ensure the contractor doesn't have a financial interest in where participants are assigned.

The Authority will ensure that all community service programs are accessible for persons with disabilities, and determine as well as possible, the work being performed is not hazardous.

Documentation: Reasonable documentation must verify the community service, and must be placed in the resident's file at time of reexamination.

15.5 Noncompliance

The Authority will determine if non-exempt residents are in compliance. If a family is found to be non-compliant, the non-compliant adult and the head of household must sign an agreement to make up the hours within the next three to 12-month period.

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.
 1. Local police provide up to date information regarding criminal activity on or near the public housing developments
 2. Police cooperation with SCHA in hearings involving drugs and other criminal activities
 3. Police cooperate with state and federal (OIG) for local drug and fraud cases involving housing participants
 4. Police inform SCHA of registered sex offenders
 5. SCHA has installed exterior and interior camera security system in elderly and family complex

9. **Pets.** SCHA's policies and requirements pertaining to the ownership of pets in public housing, **have not been revised since the Authority's prior submission.**
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.** *In the opinion of Polcari and Company , CPA, who conducted and independent audit of the Housing Authority as of March 31, 2009, "In our opinion, the Authority complied, in all material respects, with the requirements ... applicable to each of its major federal programs for the year ended March 31, 2009."*
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.

The Schuylkill County Housing Authority has adopted an asset management philosophy that seeks to maximize the value of its assets, and guides all decisions for its financial well-being as well as its clients. The Housing Authority's transformation to asset management, include the following:

ASSET MANAGEMENT PLAN

1. **Financial Assessment:** Prepare financial assessments of each property based on actual income, repair costs, administrative expenses and utility costs. Monitor income, expenses, and cash flows to track trends in financial performance.
2. **Historical Operating Analysis:** Maintain and analyze the historical operating results for each of the Authority's asset management properties. Compare the financial performance of each asset management property with indicators from comparable properties in the affordable housing industry. Analyze trends if the property is losing money and develop solutions.
3. **Physical Needs Assessment:** Utilize the recently completed comprehensive Physical Needs Assessment to cure deferred maintenance and physical deterioration. The assessment addresses remaining useful short life components. The PNA identifies functional obsolescence, both curable and incurable and provides information that will assist in the scheduling of future capital expenditures and replacements.
4. **Viability Analysis:** SCHA performed a portfolio evaluation to determine the most appropriate use of each site. Portfolio evaluation is a major asset management planning tool. The Viability

Analysis provides SCHA with key benefits to: integrate the physical and financial characteristics of the housing with market conditions to develop highest and best use; evaluate alternative treatments and strategies in light of available resources; and prioritize future actions and clarify strategies going forward.

5. **Energy Performance Audit:** Utilize the recently completed Energy Performance Audit of each of SCHA's public housing developments to reduce utility costs by implement energy cost savings recommendations. Areas addressed in the energy performance audit findings include: reduce operating costs by updating and upgrading the HVAC systems, installing additional insulation and weather stripping where indicated, and installing energy efficient windows, replacing inefficient and wasteful shower heads, faucets, toilets, etc. and revamping lighting and electrical systems with energy/cost saving alternatives.

PERFORMANCE EXCELLENCE

1. **Public Housing:** Maintain "High Performer" status under HUD's Public Housing Assessment System (PHAS). Ensure that SCHA properties continue to be managed to the highest possible standards, including thorough and uniform applicant eligibility determination, fair lease enforcement, regular preventative maintenance, prompt responses to maintenance work orders, full occupancy and timely turnover of vacant units, timely and accurate reporting of financial data, and all other components of quality property management and maintenance. Continue implementing "project-based accounting" as required by the new Public Housing Operating Fund rule. Continue to advocate for full funding and program reform.
2. **Section 8 Housing Choice Vouchers:** Maintain "High Performer" status under HUD's Section 8 Management Assessment Program (SEMAP). Maintain high utilization of vouchers and budget without exceeding authorized limits. Continue to advocate for full voucher funding and program reform.
3. **Capital Improvements:** Continue renovating public housing properties and making capital improvements which promote fire safety and life safety as well as preserve the asset. Maintain high quality and timely design, bidding and construction. Continue to actively involve residents, staff and the community in planning capital improvements.

EMPLOYEE AND ORGANIZATIONAL DEVELOPMENT

1. **Equal Opportunity and Diversity:** Promote and enforce equal employment opportunity and affirmative action. Attract and retain a diverse and qualified work force. Manage workplace diversity by fostering respect for and valuing of diversity.
2. **Employee and Organizational Development:** Promote education, growth and advancement of employees through career planning, training opportunities and other resources. Continue internal rethinking strategies to promote organizational development, continuous improvement, and appropriate responses to budget challenges and program changes.

3. **Safety and Security:** Maintain safety and security at all SCHA housing and work sites for residents, staff and the public. Promote non-violence in all aspects of the SCHA's work. Continue making physical improvements to properties that enhance safety and security.

RESPECTED AND RESPONSIVE COMMUNITY PARTNER

1. **Fair Housing:** Work cooperatively with community representatives and other units of government to ensure non-discrimination in SCHA programs and to affirmatively further fair housing objectives. Promote the value of diversity and respect for differences.
 2. **Linking Residents to Community Services:** Promote links to community services through SCHA Community Centers and at other sites to meet the changing needs of SCHA residents, focusing on programs and services that enrich residents' lives, promote independence, increase community involvement and support successful tenancies in public housing. Continue and promote transitional housing and other assisted living programs.
 3. **Housing Preservation and Development:** Work with other agencies and organizations to preserve, develop, and/or manage affordable housing and other cooperative and entrepreneurial efforts. Seek out opportunities to produce additional affordable housing with federal resources (such as Replacement Vouchers) and/or other methods.
 4. **Leadership Responsibilities:** Continue to advocate for full funding and program reform, including additional reform to HUD's "Asset Management" guidance. Continue to provide assistance to other housing authorities and organizations seeking organizational development, business systems, or program support.
- 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 ensure victim safety in assisted families. SCHA provides applicants the VAWA brochure at pre-application and tenants at each annual re-certification in addition to the Lease Addendum that the tenant and landlord are required to sign (OMB Approval No. 2502-0204). In addition, SCHA works in cooperation with the following agencies:

Schuylkill Women in Crisis

The Schuylkill Women in Crisis a private, non-profit organization to provide services to victims of domestic violence in Schuylkill County.

In addition to assisting victims, this agency is working to confront the societal issues that contribute to this problem. The agency provides services to all individuals regardless of gender,

especially women and children who are most vulnerable to this problem. These services include, but are not limited to:

- Counseling for individuals and groups related to domestic violence for adults and children.
- Emergency shelter to victims of domestic violence and their children.
- Transitional housing to assist women in becoming socially and economically independent.
- Legal representations, systems advocacy, and courtroom accompaniment for victims of domestic violence.
- 24-hour crisis hotline.
- Community education and prevention presentations.
- Systems advocacy with local policy makers to improve system response to victims.

Schuylkill County Children and Youth Services

SCHA works with the County Children and Youth Services Office to provide the necessary services to help preserve the family unit. The agency will provide temporary, alternative living arrangements for children when necessary, while providing services directed at reunification of troubled families. The Agency's primary concern while providing all services is the safety and well being of the child.

The Children and Youth Agency provides service to children and families. The Agency offers both In-Home and Placement services.

IN-HOME SERVICES: Service Planning, General Protective Services (Child Abuse), Day Treatment (Operation Plus Program), Homemaker Services, (Individual, Family and Group), Therapeutic Intervention for Families (TIF) and Independent Living Services.

PLACEMENT SERVICES: Foster Care (Specialized and Traditional), Group Home Services (Cloud Home), Contracted Services (Foster, Group and Facility), Adoption Services, Emergency Shelter Services.

Victim-Witness Services, Schuylkill County District Attorney's Office

The Housing Authority also works in partnership with Schuylkill County District Attorney's Office, Victim-Witness Services that offers information on Victims' Rights and Services in the Criminal Justice System and in the Community.

The Schuylkill County Victim/Witness Assistance Program provides services to all victims and witnesses of crime who request such, in accordance and compliance with the Pennsylvania Crime Victims "Bill of Rights," Act 111 of 1998 and the Standards set forth by the Pennsylvania Commission on Crime and Delinquency. The Victim/Witness Assistance Program's goal is to treat all victims and witnesses with respect and dignity and to encourage and support their participation in the criminal justice system to the level and extent they choose however possible.

EXCEPTION TO LEASE TERMINATION RELATING TO VIOLENCE AGAINST WOMEN:

In accordance with the Violence Against Women Act of 2005, 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 the tenancy or occupancy rights, if the tenant or immediate member of the tenant's family is a victim of that domestic violence, dating violence, or stalking.

SCHA may bifurcate a lease in order to evict, remove, or terminate assistance to any individual who is 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.

Nothing in this section may be construed to limit the authority of SCHA, when notified, to honor court orders addressing rights of access to or control of the property, including civil protection orders issued to protect the victim and issued to address the distribution or possession of property among the household members in cases where a family breaks up.

Nor does this section limit any otherwise available authority of SCHA:

- to evict a tenant for any violation of a lease not premised on the act or acts of violence in question against the tenant or member of the tenant's household, provided that SCHA does not subject an individual who is or has been a victim of domestic violence, dating violence, or stalking to a more demanding standard than other tenants in determining whether to evict or terminate; or
- to limit the authority of a public housing agency to terminate the tenancy of any tenant if SCHA can demonstrate an actual and imminent threat to other tenants or those employed at or providing service to the property if that tenant's tenancy is not terminated; and
- nothing in this section shall be construed to supersede any provision of any Federal, State, or local law that provides greater protection than this section for victims of domestic violence, dating violence, or stalking.

CERTIFICATION: SCHA may request that an individual certify via a HUD approved certification form, the individual is a victim of domestic violence, dating violence, or stalking, and that the incident or incidents in question are bona fide incidents of such actual or threatened abuse and meet the requirements set forth in the aforementioned paragraphs. Such certification shall include the name of the perpetrator. The individual shall provide such certification within 14 business days after SCHA requests such certification.

FAILURE TO PROVIDE CERTIFICATION.—If the individual does not provide the certification within 14 business days after SCHA has requested such certification in writing, nothing in this subsection may be construed to limit the authority of SCHA to evict any tenant or lawful occupant that commits violations of a lease. The Housing Authority may extend the 14-day deadline at its discretion. SCHA may provide, at its discretion, benefits to an individual based solely on the individual's statement or other corroborating evidence.

CONTENTS OF THE CERTIFICATION: An individual may satisfy the certification requirement by:

1. providing the requesting public housing agency with documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, or a medical professional, from whom the victim has sought assistance in addressing domestic violence, dating violence, or stalking, or the effects of the abuse, in which the professional attests under penalty of perjury (28 U.S.C. 1746) to the professional's belief that the incident or incidents in question are bona fide incidents of abuse, and the victim of domestic violence, dating violence, or stalking has signed or attested to the documentation; and
2. producing a Federal, State, or local police or court record.

CONFIDENTIALITY: All information provided to SCHA pursuant to paragraph (1), including the fact that an individual is a victim of domestic violence, dating violence, or stalking, shall be retained in confidence by SCHA, and shall neither be entered into any shared database nor provided to any related entity, except to the extent that disclosure is—

1. requested or consented to by the individual in writing;
2. required for use in an eviction proceeding; or
3. otherwise required by applicable law.

NOTIFICATION.—SCHA will provide notice to tenants assisted under section 6 of the United States Housing Act of 1937 of their rights under the Violence Against Women's Act, including their right to confidentiality and the limits thereof.

14. EIV Security Policy

Introduction:

On December 29, 2009, HUD issued the final rule entitled *Refinement of Income and Rent Determination Requirements in Public and Assisted Housing Programs: Implementation of the Enterprise Income Verification (EIV) System-Amendments*, which requires Public Housing Authorities (PHAs) to use the EIV system in its entirety to verify tenant employment and income information during mandatory reexaminations of family composition and income; and reduce administrative and subsidy payment errors in accordance with 24 CFR §5.236 and administrative guidance issued by HUD.

Using EIV as an upfront income verification (UIV) technique will be valuable in validating tenant-reported income during interim and annual reexaminations of family income; as well as streamlining the income verification process. This will result in less administrative burden in complying with third party verification requirements. Additionally, EIV will help to identify and cure inaccuracies in housing subsidy determinations, which will benefit PHAs, tenants, and taxpayers by ensuring that the level of benefits provided on behalf of families is proper and will prevent fraud and abuse within Public and Indian Housing (PIH) rental assistance programs.

Purpose:

The purpose of this policy is to provide instruction and information to the Schuylkill County Housing Authority's (SCHA) staff, auditors, consultants, contractors and tenants on the acceptable use, disposition and storage of data obtained through EIV (Enterprise Income Verification System).

The purpose of EIV is to assist the HUD, and the SCHA staff, auditors, consultants, contractors and tenants in streamlining the income verification process and to help in minimizing the need for 3rd party verification. EIV allows the user to identify:

- a. tenants whose reported personal identifiers do not match the SSA database;
- b. tenants who need to disclose a SSN;
- c. tenants whose alternate identification number (Alt ID) needs to be replaced with a SSN;
- d. tenants who may not have reported complete and accurate income information;
- e. tenants who have started a new job;
- f. tenants who may be receiving duplicate rental assistance;
- g. tenants who are deceased and possibly continuing to receive rental assistance;
- h. former tenants of PIH rental assistance programs who voluntarily or involuntarily left the program and have a reportable adverse status and/or owe money to a PHA or Section 8 landlord.

In addition, information in EIV can be used to provide more comprehensive oversight to compliance policies and their implementation. The data provided via EIV system will be protected to ensure that it is only used for official purposes and not disclosed in any way that would violate the privacy of the individuals represented in the system data. Privacy of data and data security for computer systems are covered by a variety of federal laws and regulations, government bulletins, and other guiding documents.

Safeguarding EIV Data

The information processed by any EIV system can include wage and income data about private individuals, as well as identifying information such as Social Security Number, Address, and Employment information. This policy describes methods to comply with HUD's required EIV safeguards.

Technical safeguards

1. Reduce the risk of a security violation related to the EIV system's software, network, or applications.
2. Identify and authenticate all users seeking to use the EIV system data.
3. Deter and detect attempts to access the system without authorization.
4. Monitor the user activity on the EIV system.

Administrative safeguards

1. Ensure that access rights, roles, and responsibilities are appropriately and adequately assigned.
2. Protect copies of sensitive data and destroy system-related records to prevent reconstruction of the contents.
3. Ensure authorized release of tenant information consent forms are included in all family files, before accessing and using data.
4. Maintain, communicate, and enforce standard operating procedures related to securing EIV data.

5. Train staff on security measures and awareness, preventing the unauthorized accessibility and use of data.

Physical safeguards

1. Establish barriers between unauthorized persons and documents or computer media containing private data.
2. Clearly identify restricted areas by use of prominently posted signs or other indicators.
3. Develop a list of authorized users who can access restricted areas-e.g., contractors, maintenance, and janitorial/cleaning staff.
4. Prevent undetected entry into protected areas and/or documents.
5. Notify Coordinators/Security Administrators of system breaches and penetration by unauthorized users.

Le-Ann Techentine will have the responsibility of ensuring compliance with the security policies and procedures outlined in this document. These responsibilities include:

- Maintaining and enforcing the security procedures
- Keeping records and monitoring security issues
- Communicating security information and requirements to appropriate personnel including coordinating and conducting security awareness training sessions
- Conducting review of all User ID's issued to determine if the users still have a valid need to access EIV data and taking necessary steps to ensure that access rights are revoked or modified as appropriate
- Reporting any evidence of unauthorized access or known security breaches to **Le-Ann Techentine** and taking immediate action to address the impact of the breach including but not limited to prompt notification to **Le-Ann Techentine**. **Le-Ann Techentine** will escalate the incident by reporting to appropriate parties including the Executive Director or HUD.

Limiting Access to EIV Data

User accounts for the EIV system will be provided on a need-to-know basis, with appropriate approval and authorization.

Security Awareness Training

Security awareness training is a crucial aspect of ensuring the security of the EIV System and data. Users and potential users will be made aware of the importance of respecting the privacy of data, following established procedures to maintain privacy and security, and notifying management in the event of a security or privacy violation. Before granting access to the EIV information, each person must be trained in EIV Security policies and procedures. Additionally, all employees having access to EIV Data will be briefed at least annually on the security policy and procedures that require their awareness and compliance. Information about user access and training will be maintained in the property EIV file.

EIV System Coordinators

Before accessing EIV, the Secure Systems Coordinators will obtain a letter from each property Housing Authority indicating that the Housing Authority gives permission for the Secure Systems Coordinator to act as the EIV coordinator. Once that permission is obtained, the Coordinator will review the EIV training material provided by HUD and complete the appropriate Security Awareness Training Questionnaire and review the EIV Security Policy and the EIV User Policy. Upon completion of these three tasks, the EIV Coordinator will submit, to HUD, the appropriate Coordinator Access Authorization Forms. Upon receipt of HUD approval, the EIV Coordinator will complete the EIV Coordinator setup process.

EIV Users

Before requesting EIV User access, appropriate staff will review the EIV training material provided by HUD and complete the appropriate Security Awareness Training Questionnaire and review the EIV Security Policy and the EIV User Policy. Upon completion of these three tasks, the EIV User will submit, to the EIV Coordinator, the appropriate User Access Authorization Form. Upon receipt the EIV Coordinator will review the completed Security Awareness Training Questionnaire for accuracy and recommend further training if necessary. If the EIV Coordinator feels that the EIV User candidate does not understand the security requirements, the EIV Coordinator will not continue with the EIV setup for that user.

Note: Under no circumstances will the EIV Coordinator process the User Access Authorization Form unless the executed Security Awareness Training Questionnaire, the signed EIV Security Policy and the signed EIV User Policy are attached.

Once the user request information is satisfactorily completed, the EIV Coordinator will complete the appropriate steps to provide EIV access to the user. In accordance with HUD requirements, the user's need for access will be reviewed on a quarterly basis.

At least once a year, staff with EIV access will be required to:

- Participate in training that includes a review of the EIV security policy and
- Complete the EIV Security Awareness Training Questionnaire

Schuylkill County Housing Authority will restrict access to EIV data only to persons whose duties or responsibilities require access. EIV Coordinators will be required to request re-certification on an annual basis. EIV Coordinators are authorized to provide access only to those individuals directly involved in the resident certification process and/or compliance monitoring. EIV Coordinators will carefully review initial and quarterly requests for access and certify only those users who will need access within the next 90 days.

Schuylkill County Housing Authority will maintain a record of users who have approved access to EIV data. Further, **Schuylkill County Housing Authority** will revoke (Expire) the access rights of those users who no longer require such access or modify the access rights if a change in the user's duties or responsibilities indicates a change in the current level of privilege.

Schuylkill County Housing Authority will assure that a copy of Form-9886 has been signed by each member of the household age 18 years or older. The 9886 will be presented at move-in and/or initial certification. If a household member turns 18 in the middle of a certification cycle, that household

member should sign Form 9886 **within 7 days of turning 18**. (See HUD 9886 Fact Sheet for exceptions due to extenuating circumstances) All HUD-9886's will be placed in a resident file and will be updated on an annual basis for each adult household member.

The HUD 9886 Fact Sheet will be provided to all adult household members required to sign the form. By signing this HUD Form 9886, the applicant/resident authorizes HUD and/or Schuylkill County Housing Authority to obtain and verify income and unemployment compensation information from various sources including. But not limited to the IRS, the Department of Health and Human Services and the Social Security Administration, current and former employers and state agencies.

User Names, Passwords and Password Changes

Many systems require frequent changes in passwords. Secure Systems/ EIV passwords will be changed in accordance with HUD Secure Systems requirements. Users will not share user names or passwords with any other employee or with anyone outside the organization. EIV access granted to an employee or authorized user will be revoked when access is no longer required or prior to termination of that employee or user to ensure data safety. Termination of EIV Access and un-assigning property access through "Property Assignment Maintenance" is required.

The EIV file will be documented to indicate when user access was terminated by the EIV Coordinator. Documentation of termination will be maintained in the property EIV file and in the employee's personnel file.

Computer System Security Requirements

All computer systems and computers will have password restricted access. Schuylkill County Housing Authority will also use Antivirus software to limit data destruction or unintended transmission via virus, worms, Trojan horses or other malicious means. Remote access by other computers other than those specifically authorized is prohibited.

Authorized users of EIV data are directed to avoid leaving EIV data displayed on their computer screens where unauthorized users may view it. A computer will not be left unattended while the user is "logged in" to Secure Systems. If an authorized user is viewing EIV data and an unauthorized user approaches the work area, the authorized user will lessen the chance of inadvertent disclosure of EIV data by minimizing or closing out the screen on which the EIV data is being displayed.

Physical Security Requirements

Schuylkill County Housing Authority may use a combination of methods to provide physical security for resident file records. The EIV data may be maintained **in a locked metal file cabinet within a locked file room**.

Restricted Areas: **Schuylkill County Housing Authority** will have the areas clearly identified by the use of prominently posted signs or other indicators. For example "Employees Only". This sign will be posted on the door to the locked file room. The restricted areas will be separated from non-restricted areas by physical barriers that control access and/or will have limited points of entry.

Since the EIV data in resident files is maintained in the locked file room, **Le-Ann Techentine** will establish and maintain a key control log to track the inventory of keys available, the number of keys issued and to whom the keys are issued. All employees and contractors who have been issued keys to the file room will complete a form acknowledging the receipt of the key. See Appendix A.

Users will retrieve computer printouts as soon as they are generated so that EIV data is not left unattended in printers or fax machines where unauthorized users may access them. EIV data will be handled in such a manner that it does not become misplaced or available to unauthorized personnel.

Use and Handling of EIV Data

EIV Data serves two purposes:

1. Verification of specific income information provided by the resident
2. Monitoring resident and staff compliance

Use of the data is described in the EIV User Policies. This policy is designed to describe the security protocol used to protect EIV data.

EIV Printouts

Reports available through EIV will not be printed to a shared printer unless the EIV user plans to immediately retrieve the data. It is preferred that all EIV printouts are sent to the user's personal printer. EIV printouts will be stored in the resident file in a separate manila envelope. The Documentation of EIV Data will be included in the resident file. This entire file will be made available to authorized people including appropriate staff or contractors (i.e. Service Bureaus, contractors performing file reviews, etc.) for Schuylkill County Housing Authority, HUD staff, Contract Administration staff and the Office of the Inspector General.

If other people are tasked with reviewing the file, such as financial auditors complying with the Consolidated Audit Guide (Handbook IG 2000.04), the EIV printout in the manila folder including the EIV printout will be removed from the file and the Documentation of EIV Data will remain in the file to provide appropriate information required by the file audit.

If a resident requests a copy of their own EIV printout, a copy will be produced. The staff person providing the copy will note that the printout is a copy provided to the resident upon request. This note will include the following:

- This is not an original, this is a copy provided to: _____
- On _____, 20__
- By _____ (name will be printed)
- Initials _____

The appropriate staff will make a note in the file any time a copy of the EIV data is obtained by authorized persons and taken off site. This includes copies provided to the applicant/resident, other internal staff, HUD, SCHA or OIG staff. Under no circumstances will the EIV information be provided to anyone other than those noted in this paragraph.

Other Language

Since site staff may not have access to the EIV database, Le-Ann Techentine is responsible for providing income verification and discrepancy information to the site. Information must be sent in such a way as to ensure the security of the data. Preferably, information will be sent electronically via email or via electronic fax. The email will be opened by the appropriate staff person, the information will be printed and the email will be immediately deleted from the recipient's email box.

If necessary, printouts will be produced by Le-Ann Techentine and sent express mail. In this case the recipient will be required to sign for the package to ensure that the information is delivered and there is no risk of disclosure to unauthorized persons.

Immediately upon receipt, the printouts will be filed and secured as appropriate.

Electronic Information from EIV

Under no circumstances should anyone save or scan EIV information to retain an electronic copy. In order to ensure compliance with HUD's security requirements, EIV information should only be produced in hard copy and maintained in accordance with the recordkeeping requirements outlined by HUD.

Alternative

In some cases, there may be a need to send or store EIV information electronically. If there is need to store the information on a hard drive, a specific folder will be created. The folder will be password protected to prevent unauthorized access. Information in the folder will be purged periodically to comply with HUD's EIV file retention policies.

If EIV information is copied to portable media (CD, DVD, tape, etc.) that portable media will be destroyed appropriately upon completion of the intended use.

Reporting Improper Disclosures

Recognition, reporting, and disciplinary action in response to security violations are crucial to successfully maintaining the security and privacy of the EIV system. These security violations may include the disclosure of private data as well as attempts to access unauthorized data and sharing of User ID's and passwords. Upon the discovery of a possible improper disclosure of EIV information or other security violation by an employee or any other person, the individual making the observation or receiving the information will contact the EIV Coordinator and Le-Ann Techentine who will document all improper disclosures in writing providing details including who was involved, what was disclosed, how the disclosure occurred, and where and when it occurred. The EIV Coordinator will immediately review the report of improper disclosure and, if appropriate, the EIV Coordinator will remove EIV access.

Improper disclosure of any information is grounds for immediate termination. All employees should carefully review the EIV Access Authorization Form to understand the penalties for improper disclosure of EIV data.

Disposal of EIV Information

EIV data will be destroyed in a timely manner based on the information provided in HUD's published EIV training materials, HUD notices or as prescribed by Schuylkill County Housing Authority's policy and procedures. Schuylkill County Housing Authority's policy and procedures will not allow data retention that is longer than the time allowed in the published HUD materials.

As necessary, **all EIV originals will be shredded**. Information about use of EIV information and how printouts were destroyed will be maintained in the resident file.

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I have read and understand the EIV Security Requirements. I agree to abide by this policy and to report any improper disclosure of information.

Name (please print)

Signature

____/____/____
Date

CC: Personnel File
Property EIV File

Note regarding properties with Tax Credit or 515 "layering": Neither the EIV Printout nor the Documentation of EIV Data will be provided to any Tax Credit or 515 Auditor since EIV may not be used to verify information for residents participating in those programs. Alternative verification documents must be used to verify income for Tax Credits or 515 programs. For Social Security and Medicare information, the resident file must include an SSA Benefit/Award letter. For employment income and unemployment income, the resident file should contain verification documents as provided in HUD Handbook 4350.3 Revision 1, Appendix 3.

III. PHA Plan Posting

The SCHA 2011 Annual Plan may be obtained by the public including updates, at each Asset Management Project (AMP) and main office of the Authority at 245 Parkway, Schuylkill Haven, Pennsylvania. SCHA has also provided each Commissioner and Advisory Council member with a copy its 2011 Annual Plan and Five-Year Plan.

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

(d) *Homeownership: The Housing Authority has included a procedure in its Administrative Plan to administer a Homeownership Program utilizing its Housing Choice Vouchers if there is a determination of need.*

(e) **Project-based Vouchers.** The Housing Authority wishes to use the project-based voucher program, on an as needed basis not to exceed the HUD limitations, throughout Schuylkill County in accordance with the Section 8 Housing Voucher Administrative Plan as adopted December 20, 2007.

9.0 Housing Needs

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.

Housing Problems Output for -All Households					
Name of Jurisdiction:			Source of Data:		
Schuylkill County, Pennsylvania			CHAS Data Book		
Household by Type, Income, & Housing Problem	Renters				
	Elderly	Small Related	Large Related	All	Total
	1 & 2 member	(2 to 4)	(5 or more)	Other	Renters
	households			Households	
	(A)	(B)	(C)	(D)	(E)
1. Household Income <=50% MFI	2,567	1,416	240	1,560	5,783
2. Household Income <=30% MFI	1,038	808	112	893	2,851
3. % with any housing problems	54.2	69.1	73.2	47.4	57
4. % Cost Burden >30%	53.9	68.6	69.6	45.8	56.1
5. % Cost Burden >50%	31.2	52.6	57.1	30.8	38.2
6. Household Income >30% to <=50% MFI	1,529	608	128	667	2,932
7. % with any housing problems	44.1	58.1	33.6	61	50.4
8. % Cost Burden >30%	42.8	57.4	30.5	60.4	49.3
9. % Cost Burden >50%	8.2	10.5	0	11.8	9.1
10. Household Income >50 to <=80% MFI	883	944	224	863	2,914
11. % with any housing problems	12.8	16.8	35.7	18.3	17.5
12. % Cost Burden >30%	12.3	16.4	6.7	16	14.3
13. % Cost Burden >50%	1.6	0	0	2.8	1.3
14. Household Income >80% MFI	628	2,068	284	1,699	4,679
15. % with any housing problems	2.9	2.3	24.3	2.6	3.8
16. % Cost Burden >30%	0.6	0.7	1.4	0.2	0.6
17. % Cost Burden >50%	0	0	0	0.2	0.1
18. Total Households	4,078	4,428	748	4,122	13,376
19. % with any housing problems	33.5	25.2	36.6	25	28.3
20. % Cost Burden >30	32.5	24.2	18.2	23.1	26.1
21. % Cost Burden >50	11.4	11	8.6	9.3	10.5

HUD-50075

Sources for information: Northeast Region of State Plan; Comprehensive Housing Affordability Strategy (CHAS); and the American Housing Survey Data

Housing Needs of Families on the Public Housing Waiting Lists

The following table represents the characteristics of the families on the Public Housing Waiting List for Schuylkill County:

Housing Needs of Families on the Waiting List Public Housing			
	# of families	% of total families	Annual Turnover
Waiting list total	353		104
Extremely low income <=30% AMI	276	78%	
Very low income (>30% but <=50% AMI)	62	18%	
Low income (>50% but <80% AMI)	15	4%	
Families with children	129	37%	
Elderly families	43	12%	
Families with Disabilities	135	38%	
Nondisabled, nonelderly, no children	96	27%	
White – Non-Hispanic	298	85%	
White – Hispanic	28	8%	
Black – Non-Hispanic	22	6%	
Pacific Islander–Non-Hispanic	5	1%	
Characteristics by Bedroom Size (Public Housing Only)			
0 BR	39	11%	36
1BR	162	46%	24
2 BR	83	24%	18
3 BR	60	17%	21
4 BR	9	2%	4
5 BR	0	0	1
5+ BR	0	0	0

Housing Needs of Families on the Section 8 Tenant- Based Assistance Waiting Lists

Housing Needs of Families on the Waiting List Section 8 tenant-based assistance			
	# of families	% of total families	Annual Turnover
Waiting list total	619		127
Extremely low income <=30% AMI	457	74%	
Very low income (>30% but <=50% AMI)	157	25%	
Low income (>50% but <80% AMI)	5	1%	
Families with children	356	58%	
Elderly families	27	4%	
Families with Disabilities	107	17%	
Nondisabled, nonelderly, no children	170	27%	
White – Non-Hispanic	549	89%	
White - Hispanic	36	6%	
Black – Non-Hispanic	25	4%	
Black - Hispanic	5	1%	
Multi-racial – Non- Hispanic	2	<1%	
Multi-racial – Hispanic	2	<1%	

10.0 Additional Information.

(a) Progress in Meeting Mission and Goals

Goals and Objectives. 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.

Goals

SCHA 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:

The Authority has made major improvements to the Schuylkill Haven High Rise to meet the needs of current residents and make the units more marketable, including the installation of energy efficient lighting in 110 units, hallways, stairways, common areas and exterior lighting. In addition, the building envelope in the community room and office were replaced with new insulated walls, thermo break window frames and insulated glass. A new energy efficient gas fired hot water boiler was installed at the Schuylkill Haven High Rise for 110 units.

The Authority has also worked closely with agencies providing services to those with disabilities which have resulted in expanded services to residents.

The Housing Authority established a nonprofit corporation to expand affordable housing options in the County. During the past several years, the nonprofit has received grants in the amount of \$50,000 from the Schuylkill County Affordable Housing Trust Fund (Act 137) combined with a match of \$120,000 from the Authority, the non-profit corporation was able to renovate three houses that are now being leased to Housing Choice Voucher families who are participating in the Family Self-Sufficiency Program. The goal is for these families to become homeowners. The corporation hopes to continue the program with the assistance of additional Act 137 funding, other grants, and by utilizing the sales proceeds when the houses are sold.

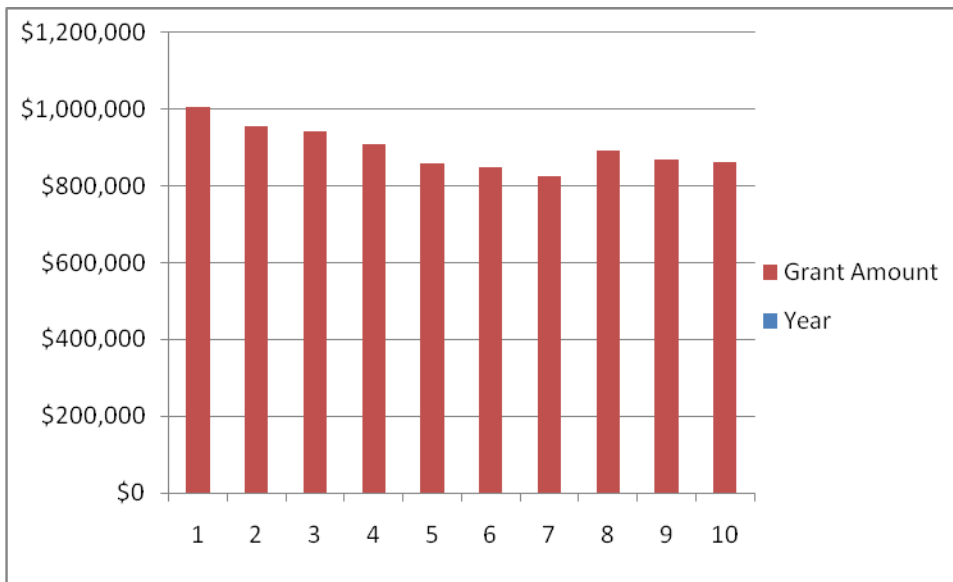
The Authority applied for additional public funds to create additional housing opportunities. An Act 137 grant in the amount of \$50,000 was awarded and allocated for modernization work at the Minersville High Rise and most recently the Authority received another \$41,744 which was used in combination with capital funds at the Schuylkill Haven High Rise for the installation of energy efficient improvements to the units and building as noted above.

SCHA Goal: Improve the quality of assisted housing

Objectives:

- Increase customer satisfaction:
- Renovate or modernize public housing units:
- Improve energy efficiency:

Although SCHA's Capital Fund Allocation has decreased by over 14% from \$1,003,505 in 2001 to \$860,114 in 2010 as noted in the chart below, the Authority continues to make significant improvements to the quality of assisted housing in the County.



In addition to the improvements noted above, the Housing Authority installed steel doors at the St. Clair family development, installed new energy efficient lighting and new insulated windows at the Schuylkill Haven family development.

Elevator upgrades have been completed at the Shenandoah High Rise using energy efficient equipment. Modern energy efficient oil fired boilers have been installed along with other energy efficient equipment for the heating and hot water systems. Upgrades to 77 bathrooms using energy efficient fixtures have also been completed.

Another major project in progress is the installation of a second elevator at the Ashland High Rise. Presently there is one elevator for a 5 story 50 unit building that is 25 years old. The new elevator will be ADA compliant and increase accessibility to the units for the residents and services and emergency providers.

New energy efficient lights have been installed at the Coaldale Development both in 48 units and the exterior lighting.

The Authority has also installed new insulated steel doors in the units at the St. Clair family development.

Status: Capital Fund Program is proceeding on schedule.

Capital Fund Program Status		
<i>FFY</i>	<i>% Obligated</i>	<i>% Expended</i>
2006	100%	100%
2007	100%	100%
2008	100%	89%
2009	71%	38%
2009 CFRG	100%	100%
2009 CFRC	100%	32%
2010	32%	<1%

See attached P&Es for detail

SCHA Goal: Increase assisted housing choices

Objectives:

- Increase voucher payment standards
- Implement voucher homeownership program:

The Authority has maintained its Payment Standards at the 2004 FMRs level for two bedroom and larger apartments as the lower 2005 FMRs would have driven current and prospective owners away from the program. The 2005 FMRs were higher than the 2004 level for efficiency and one bedroom apartments so these higher levels have been adopted as the current experience indicates that the higher level would be helpful.

In 2007, 2008, 2009, 2010 and 2011 the FMRs have steadily increased. The Authority will closely monitor the appropriateness of its Payment Standards in order to maintain a workable, high-quality program balanced by the fiscal restraints of the program. Due to the reduced HUD funding, the Authority cannot raise its Payment Standards to the new FMR levels. It will continue to closely monitor the appropriateness of the Standards within the fiscal restraints of the program. The efficiency Payment Standard is being increased by \$4 for 2011 to \$371 compared to the proposed FMR for 2011 of \$391. The one-bedroom Payment Standard is being increased by \$7 to \$485 compared to the new FMR of \$510. The two, three, four, and five bedroom Standards for 2011 are being maintained at the increased FMR levels of \$587, \$733, \$806 and \$927 respectively.

The Authority will learn about the voucher homeownership program with the desire of implementing this as an Authority initiative.

The Authority is also performing the rent reasonableness and HQS inspections for the HPRP program through Schuylkill County to ensure consistency with HUD requirements for the Housing Voucher Program.

SCHA Goal: Provide an improved living environment

Objectives:

- Implement public housing security improvements:

The Authority has installed security cameras at all nine of its family and senior housing developments. The cameras can be viewed via the Internet enabling both the Authority and the Police Departments to monitor activities on the exterior of its buildings. A strong working relationship has been developed with the Schuylkill County Drug Task Force to help eliminate drug activity. Also, drug education for children implemented through the Summer BLAST Program has been provided.

The Authority has also deprogrammed a unit at one family site, with HUD approval, for undercover drug investigative work.

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

Objectives:

- 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.
- Promote self-sufficiency and assist families to obtain supportive services through the various service agencies with which the Housing Authority has inter-agency agreements.

During the last five-year period, the Authority established an effective Family Self-Sufficiency program for Section 8 Voucher participants; outreach was provided to Voucher holders to urge their participation; and families have been enrolled. Three of the participating families have moved into the houses that were renovated by the Authority's housing corporation with the goal of them becoming homeowners.

Food banks have been established and will be continued in the senior buildings. During 2007 the program was expanded to elderly units in the family developments.

SCHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

Continue to provide suitable living environments regardless of race, color, religion, national origin, sex, familial status, or disability. Continue to make special outreach efforts to house disabled persons in handicapped housing through the Anthracite Center for Independent Living. Continue to work closely with Career Link, Schuylkill Community Action, the REDCo Group, Senior Services, Department of Public Welfare, Service Access Management, Allied Services, Schuylkill MH/MR and LHOT (Local Housing Options Team). Allied Services has provided on-site supportive services for persons with disabilities at the Minersville High Rise. They rent a deprogrammed unit for office purposes.

The Authority has agreed to participate in a program sponsored by the Pennsylvania Housing Finance Agency (PHFA) which is designed to increase housing resources for person with disabilities and for those transitioning from nursing homes. Under this Tenant Based Rental Assistance (TBRA) program, PHFA will provide up to 24 months of HOME funded rental assistance to disabled persons and those

transitioning from nursing homes who are referred by the Authority, while the Authority maintains them on its waiting list(s) until a permanent voucher or public housing subsidy becomes available.

The Authority has been assigned a mental health caseworker through HPRP and Services Access Management to assist public housing and section 8 residents and participants with emotional and other related problems.

Resident Membership on PHA Governing Board:

Resident Advisory Board:

SECTION 8

Jolynn Logan – Minersville
Elmer Logan – Minersville
Barry Stahler – Tamaqua

PUBLIC HOUSING

16-2 – Coaldale Housing Development:

Joyce Acosta

16-3 – Minersville High Rise:

Beverly Brown

16-5 – Schuylkill Haven High Rise:

Dorothy Bieski
Tina Drey
Jimmie Reber
Jean Jackson
James Snyder
Agnes Snyder
Mary Knott

16-7 – Shenandoah High Rise:

Sylvester Hasker

16-8 Shenandoah Family Development:

Patrick McDonald
Anthony Wysoski, Jr.
Michele Najda

16-10 – Cass-Minersville Family Development:

Rose Marteslo
Linda O'Brien
Michael Adamick

16-12 – St. Clair Family Development:

16-13 – Schuylkill Haven Family Development:

Timothy Hegenauer
William Hamm
Dana Shown
Agnes Redman
Janelle Golphin
Lanique Golphin

16-14 – Ashland High Rise:

Patricia Mercer

11.0 *Required Submission for HUD Field Office Review.*

(f) *Resident Advisory Board (RAB) comments.*

RESIDENT ADVISORY MEETING:

November 18, 2010

COMMENTS ON ANNUAL PLAN

RESIDENT ADVISORY BOARD MEETING:

10:00 AM – Schuylkill Haven High Rise

1. Mostly everyone agreed with the minimum rent of \$50. The question was brought up about someone having zero income. It was explained that there is a hardship clause.
2. If there is no increase in Social Security benefits, will rent remain the same? It was explained that it would depend on other types of income and expenses.
3. The question was asked if the community service is mandatory. It was explained that it is mandatory but that there are exceptions.
4. Comments were made about the Violence Against Women Act and that it is a good thing.
5. The question was asked if the Housing Authority is willing to expand and make more housing.
6. The members of the Resident Advisory Board that live in the Schuylkill Haven High Rise stated that they appreciate the improvements made to the high rise.
7. Comments were made that it is a good idea working with the Drug Task Force.
8. Drug education is a great idea. You'll see more problems if drug education programs do not continue.
9. One of the members thanked the Housing Authority for all the work that has been done at the Schuylkill Haven High Rise.
10. A comment was made by a board member that residents should save electricity to save money and also to save water.

(h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report*

(attached electronically).

(i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan*

(attached electronically).

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

Part I: Summary		Locality (City/County & State)		Work Statement for Year 1		Work Statement for Year 2		Work Statement for Year 3		Work Statement for Year 4		Work Statement for Year 5	
PHA Name/Number Schuylkill County Housing Authority		Schuylkill Haven, Schuylkill County, Pennsylvania		FFY 2011		FFY 2012		FFY 2013		FFY 2014		FFY 2015	
Development Number and Name		Annual Statement		Original 5-Year Plan <input checked="" type="checkbox"/>		Revision No: <input type="checkbox"/>							
PA-16-1 Shenandoah High Rise Shenandoah Family Dev. Ashland High Rise				0	0	30,000	425,000	0	0	270,000	0	0	0
PA-16-2 Minersville High Rise Minersville Family Dev. St. Clair Family Dev.				0	0	315,000	0	0	0	360,000	140,000	0	0
PA-16-3 Schuylkill Haven High Rise Schuylkill Haven Fam. Dev. Coaldale Housing Dev.				16,000	34,000	0	0	0	0	0	0	0	430,000
B. Physical Improvements Subtotal				165,000	0	0	0	0	0	0	0	0	0
C. Management Improvements				671,000	770,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000
D. PHA-Wide Non-dwelling Structures and Equipment				20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
E. Administration													
F. Other				80,000	30,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000
G. Operations				60,000	30,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
H. Demolition				29,114	10,114	10,114	10,114	10,114	10,114	10,114	10,114	10,114	10,114
I. Development													
J. Capital Fund Financing - Debt Service													
K. Total CFP Funds				860,114	860,114	860,114	860,114	860,114	860,114	860,114	860,114	860,114	860,114
L. Total Non-CFP Funds													
M. Grand Total				860,114	860,114	860,114	860,114	860,114	860,114	860,114	860,114	860,114	860,114

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/20011

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

Work Statement for Year 1 FFY 2011	Work Statement for Year 2 2012			Work Statement for Year 3 2013		
	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 Annual Statement	PA-16-1 Ashland High Rise			PA-16-1 Sheandoah High Rise		
	1. Replace exterior & common area lights with energy efficient lights	90 fixtures	20,000	1. Convert 2 units to handicap accessible	2 units	30,000
	2. Replace lights in 50 units with energy eff. light fixtures	132 fixtures	30,000	Sheandoah Fam. Dev. 1. Replace storm doors in 70 units	160 storm doors	75,000
	Sub-Total		50,000	2. Replace entrance doors in 70 units	160 entrance doors	260,000
	PA-16-2 Minersville Fam. Dev.			3. Replace electrical closer doors in 70 units	70 doors	40,000
	1. Replace storm doors in 80 units	160 storm doors	50,000	4. Convert 2 units to handicap accessible	2 units	50,000
	2. Replace entrance doors in 80 units	160 entrance doors	260,000	Sub-Total		455,000

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/20011

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

Work Statement for Year 1 FFY 2011	Work Statement for Year 2012		Work Statement for Year 2013			
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
PA-16-2	Minersville Fam. Dev.			PA-16-2		
	3. Replace breaker panels with service cable and 12 disconnect switches in 80 units	80 breaker panels	96,000	1. Replace community room, lobby, front entrance windows & replace doors	47 windows 7 patio doors 4 entrance doors	80,000
	Sub-Total		406,000	2. Replace kitchens including stoves & refrigerators	70 kitchens	235,000
PA-16-3	Sch. Haven High Rise			Sub-Total		315,000
	1. Replace electric room & roof doors	2 doors	8,000			
	2. Replace double hinge boiler room doors	2 doors	8,000			
Sch. Haven Fam. Dev.						
	1. Replace storm doors in 40 units	81 storm doors	34,000			

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

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

Work Statement for Year 1 FFY 2011	Development Number/Name General Description of Major Work Categories	Work Statement for Year 2 FFY 2012		Work Statement for Year 3 FFY 2013	
		Quantity	Estimated Cost	Quantity	Estimated Cost
SSA Amman Statement	Coastale Housing Dev. PA-16-3				
	1. Replace storm doors In 48 units	66 storm doors	30,000		
	2. Replace entrance Doors in 48 units	66 entrance doors	135,000		
	Sub-Total		215,000		
	Subtotal of Estimated Cost		\$ 671,000	Subtotal of Estimated Cost	\$ 770,000

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

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

Work Statement for Year 1 FFY <u>2011</u>	Work Statement for Year <u>4</u> FFY <u>2014</u>			Work Statement for Year <u>5</u> FFY <u>2015</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 Annual Statement	PA-16-1			PA-16-1		
	Ashland High Rise			Shenandoah High Rise		
	1. Emergency generator	1 generator	200,000	1. Replace kitchens with Stoves, refrigs, sinks cabinets	77 kitchens	270,000
	Sub-Total		200,000	Sub-Total		270,000
	PA-16-2			PA-16-3		
	Minersville High Rise			Sch. Haven High Rise		
	1. Replace deep well Pumps	2 pumps	30,000	1. Replace kitchens with Stoves, refrigs, sinks cabinets	25 kitchens	70,000
	2. Elevator modifications	2 elevators	125,000	2. Replace hot & cold Water lines with PEX Tubing	50 units	130,000
	3. Replace domestic hot Water tank	1 tank	100,000	3. Replace bathroom with Tubs, showers, energy Efficient fixtures, toilers	50 bathrooms	130,000
	4. Install new kitchens Including stove & refg.	30 kitchens	105,000	4. Repairs/Upgrade to Two elevators	2 elevators	100,000
	Minersville Fam. Dev.			Sub-Total		430,000
	1. Convert 2 units to ADA	2 units	40,000			
	2. Replace underground Electrical conduit	80 units	100,000			
	Sub-Total		500,000			
	Subtotal of Estimated Cost		\$ 700,000	Subtotal of Estimated Cost		\$ 700,000

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/20011

Part III: Supporting Pages - Management Needs Work Statement(s)			
Work Statement for Year 1 FFY 2011	Work Statement for Year 4	Work Statement for Year 5	
Development Number/Name General Description of Major Work Categories PHA-Wide	Estimated Cost	Development Number/Name General Description of Major Work Categories PHA-Wide	Estimated Cost
Automated systems update (Update computers in administrative office)	8,000	Automated systems update (Update computers in administrative office)	8,000
Automated systems training (Training for updated computers)	2,000	Automated systems training (Training for updated computers)	2,000
Staff training (EE Training to keep employees up to date with HUD's requirements)	4,000	Staff training (EE Training to keep employees up to date with HUD's requirements)	4,000
Resident activities (Drug program)	6,000	Resident activities (Drug program)	6,000
Subtotal of Estimated Cost	\$ 20,000	Subtotal of Estimated Cost	\$ 20,000

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

Part I: Summary

PHA Name: Schuykill County
 Housing Authority

Grant Type and Number
 Capital Fund Program Grant No: PA26P01650111
 Replacement Housing Factor Grant No:
 Date of CFPP:

FFY of Grant: 2011
 FFY of Grant Approval:

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

Line	Summary by Development Account	Total Estimated Cost		Obligated	Total Actual Cost ¹
		Original	Revised ²		
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	172,022			
3	1408 Management Improvements	20,000			
4	1410 Administration (may not exceed 10% of line 21)	86,011			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	83,841			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	447,740			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures	50,500			
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ 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

Part I: Summary		FFY of Grant: 2011	
PHA Name: Schuykill County Housing Authority	Grant Type and Number Capital Fund Program Grant No.: PA26P01650111 Replacement Housing Factor Grant No: Date of CFPP:	FFY of Grant Approval:	

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

Line	Summary by Development Account	Total Estimated Cost	Revised ²	Obligated	Total Actual Cost ¹	Expended
18a	1501 Collateralization or Debt Service paid by the PHA					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant: (sum of lines 2 - 19)	860,114				
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					

Signature of Executive Director: *Theresa Blake* Date: *02/07/11*
 Signature of Public Housing Director: _____ Date: _____

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

Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

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

Part II: Supporting Pages		Grant Type and Number		Federal FFY of Grant: 2011				
PHA Name: Schuylkill County Housing Authority		Capital Fund Program Grant No: PA26P01650111		CFPP (Yes/No):				
		Replacement Housing Factor Grant No:						
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		
PHA-Wide	Operations	1406		Original 172,022	Revised ¹	Funds Obligated ²	Funds Expended ²	
PHA-Wide	Management Improvements							
	1. Automated Systems Update (Update computers in administrative office)	1408		8,000				
	2. Automated Systems Training (Training for updated computers)	1408		2,000				
	3. Staff Training (EE training to keep employees up to date with HUD's requirements)	1408		4,000				
	4. Resident Activities (Drug Program)	1408		6,000				
PHA-Wide	Administration			1410		86,011		
PHA-Wide	Fees and Costs			1430		83,841		
	Sub-Total					361,874		

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

Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

Office of Public and Indian Housing
OMB No. 2577-0225
Expires 4/30/2011

Part II: Supporting Pages		PHA Name: Schuylkill County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA26P01650111 CFPP (Yes/No): Replacement Housing Factor Grant No:		Federal FFY of Grant: 2011	
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	
PA-16-1	1. Replace smoke detectors in 77 units	1460	84 dets.	Original 4,570		From 2009	
Shenandoah High Rise						Approved 2010 Ann Plan	
Shenandoah Family Development	1. Install energy efficient light fixtures in 70 units	1460	400 lights	71,500		From 2009 Approved	
	2. Replace smoke detectors in 70 units	1460	138 dets.	7,500		From 2009 Approved	
	3. Install energy efficient light fixtures in community room, halls, boiler rooms, lobby and outside	1470	27 lights	8,500		From 2009 Approved	
Ashtland High Rise	1. Replace smoke detectors in 50 units	1460	80 dets.	3,890		From 2009 Approved	
	Sub-Total			95,960		Ann. Plan	

¹ To be completed for the Performance and Evaluation Report of a Revised Annual Statement.
² To be completed for the Performance and Evaluation Report.

Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

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

Part II: Supporting Pages

PHA Name: Schuykill County Housing Authority	Grant Type and Number Capital Fund Program Grant No: PA26P01650111 CFFP (Yes/No): Replacement Housing Factor Grant No:	Federal FFY of Grant: 2011
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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 ¹	Funds Obligated ²	Funds Expended ²	
PA-16-2	1. Install energy efficient light fixtures in 100 units	1460	355 fixts.	60,000				From 2009 App
Minersville	2. Replace smoke detectors in 100 units	1460	155 detts.	6,150				2010 Ann. Plan
High Rise	3. Install energy efficient light fixtures in boiler room, community room, laundry room, outside and maintenance area	1470	115 fixts.	30,000				From 2009 App
								2010 Ann. Plan
Minersville	1. Replace smoke detectors in 80 units	1460	168 detts.	8,900				From 2009 App
Family	2. Install energy efficient light fixtures in 80 units	1460	160 fixts.	30,000				2010 Ann. Plan
Development	3. Install energy efficient light fixtures in maintenance shed and outside	1470	30 fixts.	12,000				From 2009 App
								2010 Ann. Plan
St. Clair	1. Replace smoke detectors in 35 units	1460	79 detts.	3,100				From 2009 App
Family Development	Sub - Total			150,150				2010 Ann Plan

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

Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

Office of Public and Indian Housing
OMB No. 2577-0226
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Part II: Supporting Pages

PHA Name: Schuylkill County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA26P01650111 CFPP (Yes/No): Replacement Housing Factor Grant No:		Federal FFY of Grant: 2011				
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 ¹	Funds Obligated ²	Funds Expended ²	
PA-16-3	1. Handicap renovations(1 roll in shower 2 faucets, wall fixtures, i interior door, High Rise 1 sink, 100 sq ft asbestos removal 1 toilet	1460	1 unit	25,000				From 2009 Approved 2010 Ann. Plan
	2. Repalce smoke detectors in 110 units	1460	125 dets.	8,590				From 2009 App 2010 Ann. Plan
Schuylkill Haven Family	1. Replace 81 steel entry doors in 40 units	1460	40 units	162,000				From 2010 App. 2010 Ann. Plan
Development	2. Replace smoke detectors in 40 units	1460	82 dets.	3,340				From 2009 Approved
Coaldale Housing	1. Replace smoke detectors in 48 units	1460	80 dets.	3,200				2010 Ann. Plan From 2009 App.
Development	2. Install 66 low voltage thermostats and 68 motorized valves	1460	48 units	50,000				From 2010 Approved
	Sub-Total			252,130				2010 Ann. Plan

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

Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

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

Part III: Implementation Schedule for Capital Fund Financing Program
 PHA Name: Schuylkill County Housing Authority

Federal FFY of Grant: 2011

Reasons for Revised Target Dates ¹

Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
PHA-Wide	August 2013		August 2015		
PA-16-1					
Shenandoah High Rise	August 2013		August 2015		
PA-16-2					
Minersville High Rise	August 2013		August 2015		
PA-16-3					
Schuylkill Haven High Rise	August 2013		August 2015		

¹ 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
 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

Part I: Summary

PHA Name: Schuylkill County Housing Authority	Grant Type and Number Capital Fund Program Grant No: PA26P01650110 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2010 FFY of Grant Approval:
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Line	Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/2010	Reserve for Disasters/Emergencies <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input type="checkbox"/> Final Performance and Evaluation Report	Total Estimated Cost		Total Actual Cost ¹
			Original	Revised ²	
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³		172,022	172,022	172,022.00
3	1408 Management Improvements		14,355	14,355	
4	1410 Administration (may not exceed 10% of line 21)		86,011	86,011	
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs		63,326	63,326	20,000.00
8	1440 Site Acquisition				1,040.00
9	1450 Site Improvement				
10	1460 Dwelling Structures		450,160	524,400	81,086.82
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Non-dwelling Structures		74,240	0	
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ 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

Part I: Summary

PHA Name: Schuylkill County Housing Authority	Grant Type and Number Capital Fund Program Grant No: PA26P01650110 Replacement Housing Factor Grant No: Date of CFP:	FFY of Grant: 2010 FFY of Grant Approval:
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Type of Grant
 Original Annual Statement
 Performance and Evaluation Report for Period Ending: 09/30/2010
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no: 2)
 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 - 19)	860,114	860,114	273,108.82	1,040.00
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	524,400	89,074.53	81,086.82	
Signature of Executive Director		Date		Signature of Public Housing Director	
<i>William Able</i>		02/07/11			

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

Part II: Supporting Pages

PHA Name: Schuylkill County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA26P01650110 CFPP (Yes/No): Replacement Housing Factor Grant No:		Federal FFY of Grant: 2010			
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	
PHA-Wide	Operations	1406		Original 172,022	Revised ¹ 172,022.00	Funds Obligated ² 172,022.00	Funds Expended ²
PHA-Wide	Management Improvements						
	1. Automated Systems Update (Update computers in administrative office)	1408		2,355	2,355.00		
	2. Automated Systems Training (Training for updated computers)	1408		2,000	2,000.00		
	3. Staff Training (EE training to keep employees up to date with HUD's requirements)	1408		4,000	4,000.00		
	4. Resident Activities (Drug Program)	1408		6,000	6,000.00		
PHA-Wide	Administration	1410		86,011	86,011.00		
PHA-Wide	Fees and Costs	1430		63,326	63,326.00	20,000.00	1,040.00
	Sub-Total			335,714	335,714.00	192,022.00	1,040.00

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

² To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages

PHA Name: Schuylkill County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA26P01650110 CFPP (Yes/ No): Replacement Housing Factor Grant No:		Federal FFY of Grant: 2010	
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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 ¹	Funds Obligated ²	Funds Expended ²	
PA-16-1 Sheandoah High Rise	1. Elevator upgrades including new elevator control system, new energy efficient motors, new drive system	1460	2elevators	15,000	833.80	833.80		100% Complete
	2. Replacement of obsolete bathroom fixtures with new energy efficient handicap fixtures, showers, tubs, sinks, toilets, faucets	1460	77 units	15,000	15,852.62	15,253.02		100% Complete
	3. Install 80 low voltage thermostats, 80 motorized valves, copper pipe 4600 ln. ft., 77 baseboard cabinets	1460	77 units	160,000	0			Moved to 2012
	4. Install energy efficient light fixtures in community room, hallways, stairways, lobby	1470	33 fixts.	9,240	0			Moved to 2012
	5. Install energy efficient light fixtures in 77 units, kitchens, bathrooms, living rooms	1460	172 fixts.	48,160	0			Moved to 2012

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

Part II: Supporting Pages

PHA Name: Schuykill County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA26P01650110 CHFP (Yes/No): Replacement Housing Factor Grant No:		Federal FFY of Grant: 2010	
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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 ¹	Funds Obligated ²	Funds Expended ²	
PA-16-1	1. 1 new elevator, windows, 5 walls, ceilings, floors 5100 sf, heating ventilation 2625 sf, fire detection and sprinkler system 2625 sf, emergency lighting 6 fts, electrical lighting and power 2625 sf, 1 geared traction elev. 200 FPM, 3500 lbs, 6 stops, LC401 stainless steel fronts and doors 230 volt 3 phase system, 7'X5'X8' car size motors, control system, hoistway and cable, brakes, gripper, governor beams and brackets, ADA compliant	1460	1 elevator	0	395,000.00			New Work Item Part of Public Hearing
	2. Repair to existing elevator, replace controller with microprocessor based controller including switches, relays, solid state components. Replace motor drive with solid state motor drive power system including speed control & leveling reg.	1460	1 elevator	0	40,325.47			From 2013 Approved 2010 Ann. Plan
	Sub - total			247,400	452,011.89			

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

² To be completed for the Performance and Evaluation Report.

Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

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

Part II: Supporting Pages

PHA Name: Schuykill County Housing Authority			Grant Type and Number			Federal FFY of Grant: 2010	
			Capital Fund Program Grant No.: PA26P01650110				
			CFFP (Yes/No):				
			Replacement Housing Factor Grant No:				
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	
PA-16-3	1. Install 66 low voltage thermostats	1460	48 units	Original 50,000	Revised 0	Funds Obligated? Moved to 2011	
Coaldale Housing Development	and 68 motorized valves						
Schuykill Haven Family Development	1. Replace 81 steel entry doors in 40 units	1460	40 units	162,000	0	Moved to 2011	
Schuykill Haven High Rise	1. Replace community room and office windows, 3 patio doors	1470	1100 sq ft windows 3 doors	65,000	72,388.11	65,000.00 From 2011 Approved 2010 Ann. Plan 50% Complete	
				Sub-Total	277,000	72,388.11	65,000.00

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

² To be completed for the Performance and Evaluation Report.

Part III: Implementation Schedule for Capital Fund Financing Program

Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Federal FFY of Grant: 2010 Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
PHA-Wide	August 2012		August 2013		
PA-16-1					
Shenandoah High Rise	August 2012		August 2013		
PA-16-2					
Minersville High Rise	August 2012		August 2013		
PA-16-3					
Schuylkill Haven High Rise	August 2012		August 2013		

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 91 of the U.S. Housing Act of 1937, as amended.

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

Part I: Summary

PHA Name: Schuylkill County Housing Authority	Grant Type and Number Capital Fund Program Grant No: PA26P01650109 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2009 FFY of Grant Approval:
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Line	Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/2010	Reserve for Disasters/Emergencies <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Final Performance and Evaluation Report	Revised Annual Statement (revision no: 3)		Total Actual Cost ¹	
			Summary by Development Account	Original	Revised ²	Obligated
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) ³		173,348	173,348.00	173,348.00	173,348.00
3	1408 Management Improvements		20,000	20,000.00	17,739.00	14,889.00
4	1410 Administration (may not exceed 10% of line 21)		80,000	80,000.00	75,000.00	74,119.25
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs		70,000	70,000.00	70,000.00	47,645.56
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures		411,893	443,393.00	205,025.44	25,460.00
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Non-dwelling Structures		111,500	80,000.00	80,000.00	0.00
13	1475 Non-dwelling Equipment					
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities ⁴					

¹ To be completed for the Performance and Evaluation Report
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ 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

Part I: Summary		FFY of Grant: 2009	
PHA Name: Schuykill County Housing Authority		FFY of Grant Approval:	
Grant Type and Number Capital Fund Program Grant No: PA26P01650109 Replacement Housing Factor Grant No:			
Date of CRFP:			

Line	Type of Grant	Performance and Evaluation Report for Period Ending: 09/30/2010	Total Estimated Cost		Total Actual Cost ¹	
			Original	Revised ²	Obligated	Expended
18a	1501 Collateralization of Debt Service paid by the PHA					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant: (sum of lines 2 - 19)	866,741	866,741.00	621,112.44	335,461.81	
21	Amount of line 20 Related to LBP Activities					
22	Amount of line 20 Related to Section 504 Activities	25,000	0			
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	421,484	259,565.44	179,823.60		
Signature of Executive Director		<i>[Signature]</i>	Date	Signature of Public Housing Director	Date	
			02/07/11			

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

Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

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

Part II: Supporting Pages		Grant Type and Number Capital Fund Program Grant No: PA26P01650109 CFPP (Yes/No): Replacement Housing Factor Grant No:		Federal FFY of Grant: 2009	
PHA Name: Schuykill County Housing Authority					

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Funds Obligated ²	Funds Expended ²	Status of Work
PHA-Wide	Operations	1406		Original 173,348	Revised ¹ 173,348.00	173,348.00	173,348.00
PHA-Wide	Management Improvements						
	1. Automated Systems Update (Update computers in administrative office)	1408		10,000	8,000.00	7,689.00	7,689.00
	2. Automated Systems Training (Training for updated computers)	1408		2,000	1,950.00		
	3. Staff Training (EE training to keep employees up to date with HUD's requirements)	1408		4,000	2,850.00	2,850.00	
	4. Resident Activities (Drug Program)	1408		4,000	7,200.00	7,200.00	7,200.00
PHA-Wide	Administration			80,000	80,000.00	75,000.00	74,119.25
PHA-Wide	Fees and Costs			70,000	70,000.00	70,000.00	47,645.56
	Sub-Total			343,348	343,348.00	336,087.00	310,001.81

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

Part II: Supporting Pages

PHA Name: Schuylkill County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA26P01650109 CFPP (Yes/No): Replacement Housing Factor Grant No:		Federal FFY of Grant: 2009			
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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 ¹	Funds Obligated ²	Funds Expended ²	
PA-16-1								
Shenandoah	1. Replace emergency generator	1460	1 gen.	0	0			Moved to 2008
High Rise	2. Replace smoke detectors	1460	84 dets.	4,570	0			Moved to 2011
	3. Install new energy efficient oil fired boiler	1460	1 boiler	30,000	0			Moved to ARRA
Shenandoah Family	1. Install energy efficient light fixtures in units	1460	400 lights	71,500	0			Moved to 2011
Development	2. Install energy efficient light fixtures in community room, halls, boiler rooms, lobby and outside	1470	27 lights	8,500	0			Moved to 2011
	3. Replace smoke detectors	1460	138 dets.	7,500	0			Moved to 2011

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

Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

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

Part II: Supporting Pages		Grant Type and Number		Federal FFY of Grant: 2009				
PHA Name: Schuylkill County Housing Authority		Capital Fund Program Grant No: PA26P01650109						
		CFPP (Yes/No):						
		Replacement Housing Factor Grant No:						
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 ¹	Funds Obligated ²	Funds Expended ²	
PA-16-2								
Minersville	1. Replace toilets (100 units)	1460	110 toilets	0	0			Moved toARRA
High Rise	2. Replace hot and cold water lines with PEX tubing (80 units, 8 risers, 80 manifolds, 240 faucets)	1460	3200 In ft	0	0			Movedto ARRA
	3. Install energy efficient light fixtures in units	1460	355 fixts	60,000	0			Moved to 2011
	4. Install energyt efficient light fixtures in boiler room, community room, laundry room, outside and maintenance area	1470	115 fixt	30,000	0			Move to 2011
	5. Replace smoke detectors	1460	155 dets.	6,150	0			Moved to 2011
Minersville	1. Replace smoke detectors	1460	168 dets.	8,900	0			Moved to 2011
Family	2. Install energy efficient light fixtures in maintenance shed and outside	1470	30 fixts.	12,000	0			Movedto 2011
Development	3. Install energy efficient light fixtures in units	1460	160 fixts.	30,000	0			Movedto 2011

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

² To be completed for the Performance and Evaluation Report

Part II: Supporting Pages

PHA Name: Schuylkill County Housing Authority	Grant Type and Number Capital Fund Program Grant No: PA26P01650109 CFPP (Yes/No): Replacement Housing Factor Grant No:
Federal FFY of Grant: 2009	

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Revised ¹	Total Actual Cost	Status of Work
				Original	Funds Obligated ²	Funds Expended ²	
PA-16-2							
St. Clair	1. Replace smoke detectors	1460	79 dets.	3,100	0		Moved to 2011
Family	2. Replace 40 entrance doors	1460	40 doors	44,693	79,741.84	79,741.84	100% Complete
Development	in 20 units						
	Sub - Total			194,843	79,741.84	79,741.84	

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

Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

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

Part II: Supporting Pages

PHA Name: Schuylkill County Housing Authority		Grant Type and Number Capital Fund Program Grant No. PA26P01650109 CFPP (Yes/No): Replacement Housing Factor Grant No:		Federal FFY of Grant: 2009		Total Estimated Cost		Total Actual Cost		Status of Work
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Original	Revised ¹	Funds Obligated ²	Funds Expended ²			
PA-16-3	1. Replace carpet in community room, lobby and hall	1460	400 sq ft	25,460	25,460.00	25,460.00	25,460.00			100% Complete
Schuylkill Haven	2. Handicap renovations (1 roll in shower, 2 faucets, wall fixtures	1460	1 unit	25,000	0					Moved to 2011
High Rise	1 interior door, 1 sink, 100 sq ft asbestos removal, 1 toilet									
	3. Install energy efficient light fixtures in 110 units	1460	266 fixts.	52,000	72,715.60	72,715.60				50% Complete
	4. Install energy efficient light fixtures outside and in boiler and community rooms	1470	232 fixts.	46,000	65,000.00	65,000.00				50% Complete
	5. Replace smoke detectors	1460	125 dets.	8,590	0					Moved to 2011
Schuylkill Haven	1. Handicap renovations (1 roll in shower, 1 toilet, 1 sink, relocate waste lines)	1460	1 unit	0	0					Moved to ARRA
Family Development										

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

Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

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

Part III: Implementation Schedule for Capital Fund Financing Program
 PHA Name: Schuylkill County Housing Authority

Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
PHA-Wide	August 2011		August 2013		
PA-16-1					
Shenandoah High Rise	August 2011		August 2013		
PA-16-2					
Minersville High Rise	August 2011		August 2013		
PA-16-3					
Schuylkill Haven High Rise	August 2011		August 2013		

¹ 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.

**Actual Comprehensive Grant
Cost Certificate**
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157
(Exp. 11/30/2008)

PHA/IHA Name Schuylkill County Housing Authority	Comprehensive Grant Number PA26P01650108
	FFY of Grant Approval 2008

The PHA/IHA hereby certifies to the Department of Housing and Urban Development as follows:

1. That the total amount of Modernization Cost (herein called the "Actual Modernization Cost") of the Comprehensive Grant, is as shown below:

A. Original Funds Approved	\$	890,087.00
B. Revised Funds Approved	\$	890,087.00
C. Funds Advanced	\$	890,087.00
D. Funds Expended (Actual Modernization Cost)	\$	890,087.00
E. Amount to be Recaptured (A-D)	\$	
F. Excess of Funds Advanced (C-D)	\$	

2. That all modernization work in connection with the Comprehensive Grant has been completed;
3. That the entire Actual Modernization Cost or liabilities therefor incurred by the PHA have been fully paid;
4. That there are no undischarged mechanics', laborers', contractors', or material-men's liens against such modernization work on file in any public office where the same should be filed in order to be valid against such modernization work; and
5. That the time in which such liens could be filed has expired.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.
Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Signature *A. Thomas Hale* *Spec. Dir.* Date *02/16/11*

For HUD Use Only

The Cost Certificate is approved for audit.

Approved for Audit (Director, Public Housing Division)	Date
The audited costs agree with the costs shown above.	Date
Verified (Director, Public Housing Division)	Date
Approved (Field Office Manager)	Date

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

Part I: Summary

PHA Name: Schuylkill County Housing Authority

Grant Type and Number: Capital Fund Program Grant No: PA26P01650108 Replacement Housing Factor Grant No: _____

FFY of Grant: 2008

FFY of Grant Approval: _____

Date of CFP: _____

Line	Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 10/31/2010	Reserve for Disasters/Emergencies <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Final Performance and Evaluation Report	Total Estimated Cost		Total Actual Cost ¹	
			Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) ³		178,017.00	178,017.00	178,017.00	178,017.00
3	1408 Management Improvements		41,908.18	35,908.18	35,908.18	35,908.18
4	1410 Administration (may not exceed 10% of line 21)		89,000.00	89,000.00	89,000.00	89,000.00
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs		70,000.00	76,000.00	76,000.00	76,000.00
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures		492,333.38	492,333.38	492,333.38	492,333.38
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment		18,828.44	18,828.44	18,828.44	18,828.44
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities ⁴					
18a	1501 Collateralization or Debt Service paid by the PHA					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant: (sum of lines 2 - 19)		890,087.00	890,087.00	890,087.00	890,087.00
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		20,019.15	20,019.15	20,019.15	20,019.15
25	Amount of line 20 Related to Energy Conservation Measures		185,761.01	217,131.50	217,131.50	217,131.50

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ 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
 Expires 4/30/2011

Part I: Summary

PHA Name: Schuylkill County Housing Authority		Grant Type and Number Capital Fund Program Grant No.: PA26FO1650108 Date of CFP: _____		Replacement Housing Factor Grant No:		FFY of Grant: 2008	
Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 10/31/2010		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no:4) <input checked="" type="checkbox"/> Final Performance and Evaluation Report		FFY of Grant Approval:	
Line	Summary by Development Account	Original	Total Estimated Cost	Revised ²	Obligated	Total Actual Cost ¹	Expended
Signature of Executive Director <i>[Signature]</i>		Date 2/16/11	Signature of Public Housing Director				

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
 Expires 4/30/2011

Part II: Supporting Pages

PHA Name: Schuykill County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA26P01650108 Replacement Housing Factor Grant No:		CFPP (Yes/ No):		Federal FFY of Grant: 2008		
Development Number PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Original	Revised ¹	Funds Obligated ²	Funds Expended ²	Status of Work
PHA-Wide	Operations	1406		178,017.00	178,017.00	178,017.00	178,017.00	
PHA-Wide	Management Improvements							
	1. Automated Systems Update (Update computers in Admin. Office)	1408		31,908.18	31,908.18	31,908.18	31,908.18	
	2. Automated Systems Training (Training for updated computers)	1408		2,000.00	0.00	0.00	0.00	
	3. Staff Training (EE training to keep employees up to date with HUD's requirements)	1408		4,000.00	0.00	0.00	0.00	
	4. Resident Activities (Drug Program)	1408		4,000.00	4,000.00	4,000.00	4,000.00	
PHA-Wide	Administration	1410		89,000.00	89,000.00	89,000.00	89,000.00	
PHA-Wide	Fees and Costs	1430		70,000.00	76,000.00	76,000.00	76,000.00	
	Sub-Total			378,925.18	378,925.18	378,925.18	378,925.18	

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

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, 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
 Expires 4/30/2011

Part II: Supporting Pages

PHA Name: Schuykill County Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:	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 ¹	Funds Obligated ²	Funds Expended ²		
PA - 16 - 1	PA26P01650108 CFFP (Yes/No):										
Sherandoah		1. Replace 77 locks on apartment entrance doors (77 units)		1460	77 locks	6,425.40	6,425.40	6,425.40	6,425.40	100% Complete	
High Rise		2. Replace emergency generator		1460	1 gen.	82,647.00	82,647.00	82,647.00	82,647.00	100% Complete	
Ashland											
High Rise		1. Replace 50 locks on apartment entrance doors (50 units)		1460	50 locks	4,621.00	4,621.00	4,621.00	4,621.00	100% Complete	
		Sub-total				93,693.40	93,693.40	93,693.40	93,693.40		

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

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, 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
 Expires 4/30/2011

Part II: Supporting Pages

PHA Name:	Grant Type and Number	Capital Fund Program Grant No:	PA26P01650108	CFFP (Yes/No):	Federal FFY of Grant:	2008	Status of Work		
Schuylkill County Housing Authority	Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Total Actual Cost			
					Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
PA - 16 - 3									
Schuylkill Haven High Rise	1. Replace 110 locks on apartment entrance doors (110 units)	1460	110 locks	8,972.75	8,972.75	8,972.75	8,972.75	8,972.75	100% complete
Schuylkill Haven Family Development	1. Replace 305 windows in 40 units	1460	305 winds	97,900.00	97,900.00	97,900.00	97,900.00	97,900.00	100% Complete
Coaldale Housing Development	1. Replace 156 windows in 48 units	1460	156 winds	41,890.00	41,890.00	41,890.00	41,890.00	41,890.00	100% Complete
	Sub-Total				148,762.75	148,762.75	148,762.75	148,762.75	

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

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, 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
 Expires 4/30/2011

Part III: Implementation Schedule for Capital Fund Financing Program

PHA Name: Schuykill County Housing Authority		Federal FFY of Grant: 2008		Reasons for Revised Target Dates ¹	
Development Number Name/PHA-Wide Activities	All Funds Obligated (Quarter Ending Date)	Actual Obligation End Date	All Funds Expended (Quarter Ending Date)	Actual Expenditure End Date	
PHA-Wide	June 2010	March 2010	June 2012	March 2010	
PA-16-1 Shenandoah High Rise	June 2010	March 2010	June 2012	September 2010	
PA-16-2 Winersville High Rise	June 2010	June 2010	June 2012	December 2010	
PA-16-3 Schuykill Haven High Rise	June 2010	March 2009	June 2012	March 2009	

¹ 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.

**Actual Comprehensive Grant
Cost Certificate**
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157
(Exp. 11/30/2008)

PHA/IHA Name Schuylkill County Housing Authority	Comprehensive Grant Number PA01600000109R
	FFY of Grant Approval 2009

The PHA/IHA hereby certifies to the Department of Housing and Urban Development as follows:

1. That the total amount of Modernization Cost (herein called the "Actual Modernization Cost") of the Comprehensive Grant, is as shown below:

A. Original Funds Approved	\$	821,000.00
B. Revised Funds Approved	\$	821,000.00
C. Funds Advanced	\$	821,000.00
D. Funds Expended (Actual Modernization Cost)	\$	821,000.00
E. Amount to be Recaptured (A-D)	\$	
F. Excess of Funds Advanced (C-D)	\$	

2. That all modernization work in connection with the Comprehensive Grant has been completed;
3. That the entire Actual Modernization Cost or liabilities therefor incurred by the PHA have been fully paid;
4. That there are no undischarged mechanics', laborers', contractors', or material-men's liens against such modernization work on file in any public office where the same should be filed in order to be valid against such modernization work; and
5. That the time in which such liens could be filed has expired.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Signature <i>G. Thomas Hale</i>	Date 2/16/11
------------------------------------	-----------------

For HUD Use Only

The Cost Certificate is approved for audit.

Approved for Audit (Director, Public Housing Division)	Date
--	------

The audited costs agree with the costs shown above.

Verified (Director, Public Housing Division)	Date
--	------

Approved (Field Office Manager)	Date
---------------------------------	------

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

Part I: Summary		PHA Name: Schuykill County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA01600000109R Replacement Housing Factor Grant No: Date of CFFP:		FY of Grant: 2009 FY of Grant Approval:	
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Line	Type of Grant	Original	Total Estimated Cost		Obligated	Total Actual Cost ¹	
			Revised ²	Final Performance and Evaluation Report		Expended	
1	Total non-CFP Funds						
2	1406 Operations (may not exceed 20% of line 21) ³						
3	1408 Management Improvements						
4	1410 Administration (may not exceed 10% of line 21)	10,000	10,000	10,000	10,000	10,000.00	
5	1411 Audit						
6	1415 Liquidated Damages						
7	1430 Fees and Costs	90,000	90,000	90,000	90,000	90,000.00	
8	1440 Site Acquisition						
9	1450 Site Improvement						
10	1460 Dwelling Structures	721,000	721,000	721,000	721,000	721,000.00	
11	1465.1 Dwelling Equipment—Nonexpendable						
12	1470 Non-dwelling Structures						
13	1475 Non-dwelling Equipment						
14	1485 Demolition						
15	1492 Moving to Work Demonstration						
16	1495.1 Relocation Costs						
17	1499 Development Activities ⁴						

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ 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

Part I: Summary

PHA Name: Schuylkill County Housing Authority	Grant Type and Number Capital Fund Program Grant No.: PA0160000109R Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2009 FFY of Grant Approval:
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Type of Grant
 Original Annual Statement
 Reserve for Disasters/Emergencies
 Performance and Evaluation Report for Period Ending: 12/31/2010
 Revised Annual Statement (revision no:)
 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 - 19)	821,000	821,000	821,000	821,000.00
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	721,000	721,000	721,000	721,000.00
Signature of Executive Director		Date		Signature of Public Housing Director	
<i>[Signature]</i>		2/16/11		<i>[Signature]</i>	
				Date	

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

Part II: Supporting Pages

PHA Name: Schuykill County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA01600000109R CFFP (Yes/No): Replacement Housing Factor Grant No:		Federal FFY of Grant: 2009			Status of Work	
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Total Actual Cost			
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
PA16-1/Shenandoah High Rise	Administration In house inspections and salaries/benefits for administrative personnel for oversight/ administrative of project.	1410		10,000	10,000.00	10,000.00	10,000.00	
PA 16-1 Shenandoah High Rise	Fees and Cosis A&E Fees for professional services with respect to design, preparation of preliminary plans & specifications & cost estimates, preparation of working drawing and specifications, providing notices for advertising, review of bids received, job conferences, inspection of contractors work.	1430		90,000	90,000.00	90,000.00	90,000.00	
PA 16-1 Shenandoah High Rise	Installation of new energy efficient oil fired boilers	1460	2	164,250	161,702.26	161,702.26	161,702.26	100% Complete

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

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

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

**Certification by State or Local Official of PHA Plans Consistency with the
Consolidated Plan**

I, Mantura Gallagher the Chairperson certify that the Five Year and
Annual PHA Plan of the Schuylkill County Housing Authority is consistent with the Consolidated Plan of
Pennsylvania prepared pursuant to 24 CFR Part 91.

By:

Mantura M. Gallagher
Mantura M. Gallagher, Commissioner Chair

F.V. McAndrew
Francis V. McAndrew, Commissioner

Frank J. Staudenmeier
Frank J. Staudenmeier, Commissioner

12/8/2010

Signed / Dated by Appropriate State or Local Official

County of Schuylkill:

AMP 1 - PA-16-1
Shenandoah High Rise
Shenandoah Family Development
Ashland High Rise

AMP 2 - PA-16-2
Minersville High Rise
Cass-Minersville Family Development
St. Clair Family Development

AMP 3 - PA-16-3
Coaldale Housing Development
Schuylkill Haven High Rise
Schuylkill Haven Family Development

Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

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

Part III: Implementation Schedule for Capital Fund Financing Program

PHA Name: Schuykill County Housing Authority

Federal FYPY of Grant: 2009

Reasons for Revised Target Dates¹

Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
PA 16-1 Shenandoah High Rise - All Funds	09/24/2010	07/31/2010	09/24/2012	12/31/2010	

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