

**LEBANON COUNTY  
HOUSING AUTHORITY**



**Five Year Plan  
2012 Annual Update  
Fiscal Years 2011 - 2015**



THE HOUSING AUTHORITY OF THE COUNTY OF LEBANON  
P.O. Box 420  
LEBANON, PENNSYLVANIA 17042

**April 11, 2012**

## **LIST OF PLAN ELEMENTS**

Plan Template – Form HUD 50075

Plan Comments

Capital Fund Annual Statement/Performance and Evaluation Report

Capital Fund Five-Year Action Plan

Housing Needs of low income families in Lebanon County

Eligibility, Selection and Admissions Policies

Statement of Financial Resources

Rent Determination Policies

Operation and Management

Grievance Procedures

Designated Housing

Community Service and Self Sufficiency

Safety and Crime Prevention

Civil Rights Certification

Fiscal Year Audit

Asset Management Strategy

Violence Against Women Act

Certifications

**Plan Template – Form HUD 50075**

<b>PHA 5-Year and Annual Plan</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 4/30/2011</b>
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<b>1.0</b>	<b>PHA Information</b> PHA Name: <u>Housing Authority of the County of Lebanon</u> PHA Code <b>PA052</b> PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>07/2012</u>				
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>403</u> Number of HCV units: <u>740</u>				
<b>3.0</b>	<b>Submission Type</b> <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
<b>4.0</b>	<b>PHA Consortia</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	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:				
<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.  <p style="text-align: center;">N/A</p>				
<b>5.1</b>	<b>Mission.</b> State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years:  <p style="text-align: center;">N/A</p>				
<b>5.2</b>	<b>Goals and Objectives.</b> Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.  <p style="text-align: center;">N/A</p>				

**PHA Plan Update**

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:

1. Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.

**There have been no changes to the elements of the previous Annual Plan**

2. Financial Resources.

**There have been no changes to the elements of the previous Annual Plan. However, funding in all categories has been reduced due to Federal budget constraints.**

3. Rent Determination.

**There have been no changes to the elements of the previous Annual Plan**

4. Operation and Management.

**There have been no changes to the elements of the previous Annual Plan**

5. Grievance Procedures.

**There have been no changes to the elements of the previous Annual Plan**

6. Designated Housing for Elderly and Disabled Families.

**There have been no changes to the elements of the previous Annual Plan**

7. Community Service and Self-Sufficiency.

**There have been no changes to the elements of the previous Annual Plan**

8. Safety and Crime Prevention.

**There have been no changes to the elements of the previous Annual Plan**

9. Pets. A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.

**There have been no changes to the elements of the previous Annual Plan**

10. Civil Rights Certification.

**There have been no changes to the elements of the previous Annual Plan**

11. Fiscal Year Audit.

**There have been no changes to the elements of the previous Annual Plan. There were no findings in the latest audit.**

12. Asset Management.

**There have been no changes to the elements of the previous Annual Plan**

13. Violence Against Women Act (VAWA).

**There have been no changes to the elements of the previous Annual Plan**

(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.

**ALL SUPPORTING DOCUMENTS ARE LOCATED AT THE HOUSING AUTHORITY'S MAIN OFFICE.**

6.0

7.0	<p><b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> <i>Include statements related to these programs as applicable.</i></p> <p><b>There have been no changes to the previous Annual Plan for Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b></p>
8.0	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.</p> <p style="text-align: center;"><b>SEE ATTACHED</b></p>
8.1	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p style="text-align: center;"><b>SEE ATTACHED</b></p>
8.2	<p><b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p style="text-align: center;"><b>SEE ATTACHED</b></p>
8.3	<p><b>Capital Fund Financing Program (CFFP).</b>  <input checked="" type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p> <p style="text-align: center;"><b>HUD APPROVAL ON FILE</b></p>
9.0	<p><b>Housing Needs.</b> Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p style="text-align: center;"><b>STATISTICS ON FILE</b></p>
9.1	<p><b>Strategy for Addressing Housing Needs.</b> Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b></p> <ul style="list-style-type: none"> <li><b>Leverage private or other public funds to create additional housing opportunities;</b></li> <li><b>Acquire or build units or developments;</b></li> <li><b>Improve public housing management: (PHAS score) 90+;</b></li> <li><b>Renovate or modernize public housing units;</b></li> <li><b>Demolish or dispose of obsolete public housing;</b></li> <li><b>Designate developments or buildings for particular resident groups (elderly, persons with disabilities);</b></li> <li><b>Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability;</b></li> <li><b>Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability;</b></li> <li><b>Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.</b></li> </ul>

**Additional Information.** Describe the following, as well as any additional information HUD has requested.

(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.

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

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

**Goal: Acquire or build units or developments**

**Progress:** The Authority through its non profit affiliate has submitted an application for forty elderly tax credit units.

**Goal: Improve public housing management (PHAS) score**

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

**Goal: Renovate or modernize public housing units**

Improvements to a variety of communities using Capital Funds. We are currently planning Authority wide renovations to improve access to persons with disabilities. We anticipate that this work will occur over several years, Renovations began in 2011.

**Goal: Demolish or dispose of obsolete public housing**

**Progress:** We will continue to study the long term viability of all our developments as we implement HUD's requirement for asset based management.

**Goal: Designate developments or building for particular resident groups**

**Progress:** Approval to designate Stevens Towers as an elderly only facility was received from HUD on November 9, 2005. Approval was renewed in 2010.

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

For fiscal year 2011 98% of income received by public housing families came from earned income, Social Security or pensions. In addition, only 1% of income came from TANF. This data clearly demonstrates the Authority's success in assisting its residents to obtain employment.

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

The Authority's social services department provides a variety of services to assist resident's in obtaining employment. Unfortunately, because of funding reductions by the Federal Government staffing for social service programs has been reduced.

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

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

(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"

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

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

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

10.0

11.0

**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.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights)
- (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. 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.
- (g) Challenged Elements
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only)
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only)



## **Plan Comments**

## **ATTACHMENT 1**

### Housing Authority of the County of Lebanon 2012-2016 Annual Plan Submission

#### **COMMENTS**

1. No written comments were received regarding the 2012 Annual Plan from any residents of public housing, Section 8 participants or the general public. There were no challenged elements.
2. The regular bi-monthly meeting of HACL's Resident Advisory Board was held on Tuesday, March 20, 2012. Deputy Executive Director Sue Bowman reviewed the contents of the Annual Plan with those present, who had previously received copies for their perusal. Favorable comments were received regarding the Annual Plan's proposed improvements.
3. HACL's Board of Directors held a public hearing on the 2012 Annual Plan on April 11, 2012 at 1:45 p.m. Executive Director Bryan Hoffman reviewed the plan's contents with HACL staff and members of the Board. There were no members of the public, no public housing residents and no Section 8 participants in attendance at the public hearing. There were no challenged elements of the plan.

**Lebanon County Housing Authority  
RESIDENT ADVISORY BOARD**

**Review of 2012 Annual Plan**

The Resident Advisory Board (RAB) of the Lebanon County Housing Authority met at 3:00 p.m. on Tuesday, March 20, 2012 with the following members present:

Vernetta Pierce, Apt. 1102 Stevens Towers, 930 Willow Street, Lebanon, PA  
Gary Lowe, Apt. 901 Stevens Towers, 930 Willow Street, Lebanon, PA  
John Hodges, Apt. 414 Washington Arms, 303 Chestnut Street, Lebanon, PA  
Randall Poole, 1440 Lafayette Street, Lebanon, PA

Also present representing the Lebanon County Housing Authority were:

Bryan Hoffman, Executive Director  
Sue Bowman, Deputy Executive Director

Ms. Bowman reviewed with the RAB members present the 2012 Agency Plan which had been distributed to the membership the preceding week. Ms. Bowman noted that, although LCHA had been advised by HUD to target Capital Fund expenditures to the \$543,480 received for the 2011 Fiscal Year, a March 19 letter from HUD had just issued a funding cutback to \$487,540, or a loss of twelve per cent. Ms. Bowman indicated that the work items included in the Annual Plan would be adjusted accordingly. The RAB members responded favorably to the work items being included in the five year Action Plan for the Capital Fund Program.

Ms. Bowman then reviewed the proposed revisions to the flat rents, which would become effective for those with move-in dates or re-certifications on or after June 1, 2012. There were no comments.

**Capital Fund Annual Statement/Performance and Evaluation Report**

**Capital Fund Five-Year Action Plan**

<b>Part I: Summary</b>		
<b>PHA Name: Housing Authority of the County of Lebanon</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P052501-11 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant: 2011</b> <b>FFY of Grant Approval: 2011</b>

<b>Type of Grant</b>		
<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2 )
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2011		<input type="checkbox"/> Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost*	
		Original	Revised**	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21)***	\$ 30,000.00	\$ -		\$ -
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	\$ 55,916.84	\$ 46,686.84	\$ -	\$ -
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 15,000.00	\$ 10,000.00	\$ 6,195.00	\$ 1,917.00
8	1440 Site Acquisition				
9	1450 Site Improvements	\$ 15,000.00	\$ 26,081.00	\$ -	
10	1460 Dwelling Structures	\$ 320,000.00	\$ 258,919.00	\$ 209,189.00	\$ 134,430.51
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****				

\* To be completed for the Performance and Evaluation Report

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

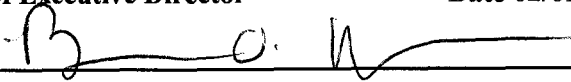
\*\*\* PHAs with under 250 units in management may use 100% of CFP Grants for Operations

\*\*\*\* RHF funds shall be included here

(revised 11-11-2011)

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

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

<b>Part I: Summary</b>					
<b>PHA Name: Housing Authority of the County of Lebanon</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P052501-11 Replacement Housing Factor Grant No: Date of CFFP:			<b>FFY of Grant: 2011</b> <b>FFY of Grant Approval: 2011</b>
<b>Type of Grant</b> <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2 ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2011 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost*	
		Original	Revised**	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	\$ 201,793.16	\$ 201,793.16		\$ -
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant ( sum of lines 2-19)	\$ 637,710.00	\$ 543,480.00	\$ 215,384.00	\$ 136,347.51
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	\$ 15,000.00	\$ -		
25	Amount of line 20 Related to Energy Conservation Measures	\$ 30,000.00	\$ 101,237.00	\$ 59,339.00	
<b>Signature of Executive Director</b> 		<b>Date 02/01/2012</b>		<b>Signature of Public Housing Director</b>  	
				<b>Date</b>	

\* To be completed for the Performance and Evaluation Report  
 \*\* To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 \*\*\* PHAs with under 250 units in management may use 100% of CFP Grants for Operations  
 \*\*\*\* RHF funds shall be included here

(revised 11-11-2011)

Part II: Supporting Pages								
PHA Name: Housing Authority of the County of Lebanon		<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P052501-11 CFFP (Yes/No): No Replacement Housing Factor Grant No:				<b>Federal FFY of Grant: 2011</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	*Revised	Funds Obligated	**Funds Expended	
PHA Wide	Debt Service Bond Payment	9901		201,793.16	201,793.16		-	
PHA Wide	Operations	1406		30,000.00	-		-	
PHA Wide	Administration	1410		55,916.84	46,686.84			
PHA Wide	Fees & Costs	1430		15,000.00	10,000.00	6,465.00	1,917.00	
<b>Total Agency Wide</b>				<b>302,710.00</b>	<b>258,480.00</b>	<b>6,465.00</b>	<b>1,917.00</b>	
PA052P0001 - All Sites	Repair Sidewalks	1450	500 sf	5,000.00	10,000.00			
PA052P0001 - Washin	Replace Roof	1460	14,000 SF	125,000.00	157,682.00	149,580.00	134,430.51	
PA052P0001 - Washin	Replace Rooftop HVAC unit	1460	1	30,000.00	101,237.00	59,339.00		
PA052P0001 - Washin	Install Card Access & Sec Cameras	1460	1	15,000.00	-			move to 2012
<b>Total PA052P0001</b>				<b>175,000.00</b>	<b>268,919.00</b>			
					-	-	-	
PA052P0002-Scattered	Replace roofs Federal & S. 11th Street	1460	20 units	150,000.00	-	-	-	move to 2012
PA052P0002 - All Sites	Repair Sidewalks	1450	500 sf	5,000.00	5,000.00			
<b>Total PA052P0002</b>				<b>155,000.00</b>	<b>5,000.00</b>			
					-	-	-	
PA052P0003	Repair Sidewalks	1450	500 Sf	5,000.00	11,081.00	208,919.00	134,430.51	
<b>Total PA052P00003</b>				<b>5,000.00</b>	<b>11,081.00</b>			
					-	-	-	
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					-	-	-	
					-	-	-	
<b>TOTAL FY 2011</b>				<b>637,710.00</b>	<b>543,480.00</b>	<b>215,384.00</b>	<b>136,347.51</b>	
					-	-	-	

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

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: Housing Authority of the County of Lebanon				<b>Federal FFY of Grant: 2011</b>	
Development Number Name/PHA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reason for Revised Target Dates*
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
PHA Wide	8/2/2013		8/2/2015		
AMP 1 Senior	8/2/2013		8/2/2015		
AMP 2 Northside	8/2/2013		8/2/2015		
AMP 3 Southside	8/2/2013		8/2/2015		

\* Obligation and expenditure end date can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937 as amended.



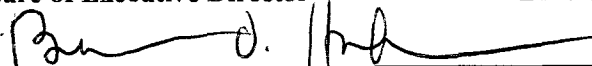
<b>Part I: Summary</b>		
<b>PHA Name: Housing Authority of the County of Lebanon</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P052501-12 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant: 2012</b> <b>FFY of Grant Approval: 2012</b>

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

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost*	
		Original	Revised**	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21)***	\$ -	\$ -		\$ -
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	\$ 41,846.84			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 10,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvements				
10	1460 Dwelling Structures	\$ 233,900.00			
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****				

\* To be completed for the Performance and Evaluation Report  
 \*\* To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 \*\*\* PHAs with under 250 units in management may use 100% of CFP Grants for Operations  
 \*\*\*\* RHF funds shall be included here

(revised 02-13-2012)

<b>Part I: Summary</b>					
<b>PHA Name: Housing Authority of the County of Lebanon</b>			<b>Grant Type and Number</b> Capital Fund Program Grant No: PA26P052501-12 Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant: 2012</b> <b>FFY of Grant Approval: 2012</b>
<b>Type of Grant</b> <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost*	
		Original	Revised**	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	\$ 201,793.16			\$ -
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant ( sum of lines 2-19)	\$ 487,540.00	\$ -	\$ -	\$ -
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	\$ 15,000.00	\$ -		
25	Amount of line 20 Related to Energy Conservation Measures	\$ -			
<b>Signature of Executive Director</b> 			<b>Date 02-14-2012</b>		<b>Signature of Public Housing Director</b>  
					<b>Date</b>

\* To be completed for the Performance and Evaluation Report  
 \*\* To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 \*\*\* PHAs with under 250 units in management may use 100% of CFP Grants for Operations  
 \*\*\*\* RHF funds shall be included here

(revised 02-13-2012)

Expires 4/30/2011

<b>Part II: Supporting Pages</b>								
PHA Name: Housing Authority of the County of Lebanon		<b>Grant Type and Number</b>			<b>Federal FFY of Grant: 2012</b>			
		Capital Fund Program Grant No: PA26P052501-12						
		CFFP (Yes/No): 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	Funds Obligated	**Funds Expended	
PHA Wide	Debt Service Bond Payment	9901		201,793.16		-	-	
					-	-	-	
PHA Wide	Administration	1410		41,846.84			-	
PHA Wide	Fees & Costs	1430		10,000.00			-	
						-	-	
	<b>Total Agency Wide</b>			<b>253,640.00</b>		-	-	
PA052P0001 - Stevens	Replace Roof	1460	15,000 SF	135,000.00				
PA052P0001 - Washin	Install Card Access & Sec Cameras	1460	1	15,000.00				
					-	-	-	
	<b>Total PA052P0001</b>			<b>150,000.00</b>		-	-	
					-	-	-	
					-	-	-	
					-	-	-	
					-	-	-	
PA052P0003	Replace roofs Federal & S. 11th Strs	1460	20 units	83,900.00		-	-	
	<b>Total PA052P00003</b>			<b>83,900.00</b>		-	-	
					-	-	-	
					-	-	-	
					-	-	-	
					-	-	-	
					-	-	-	
					-	-	-	
					-	-	-	
					-	-	-	
					-	-	-	
					-	-	-	
	<b>TOTAL FY 2012</b>			<b>487,540.00</b>		-	-	
					-	-	-	

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

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: Housing Authority of the County of Lebanon					<b>Federal FFY of Grant: 2012</b>
Development Number Name/PHA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reason for Revised Target Dates*
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
PHA Wide	3/11/2014		3/11/2016		
AMP 1 Senior	3/11/2014		3/11/2016		
AMP 2 Northside	3/11/2014		3/11/2016		
AMP 3 Southside	3/11/2014		3/11/2016		

\* Obligation and expenditure end date can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937 as amended.

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

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

<b>Part I: Summary</b>						
PHA Name/Number Lebanon County Housing PA052			Locality (City/County & State) Lebanon, PA Lebanon County		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name	Work Statement for Year 1 FFY 2012	Work Statement for Year 2 FFY 2013	Work Statement for Year 3 FFY 2014	Work Statement for Year 4 FFY 2015	Work Statement for Year 5 FFY 2016
B.	Physical Improvements Subtotal	Annual Statement	\$220,747	\$220,345	\$220,747	\$230,345
C.	Management Improvements		0	0	0	0
D.	PHA-Wide Non-dwelling Structures and Equipment		0			0
E.	Administration		\$40,000	\$40,000	\$40,000	\$30,000
F.	Other		\$25,000	\$25,000	\$25,000	\$25,000
G.	Operations		0	0	0	0
H.	Demolition		0	0	0	
I.	Development		0	0	0	
J.	Capital Fund Financing – Debt Service		\$201,793	\$202,195	\$201,793	\$202,195
K.	Total CFP Funds		0	0	0	0
L.	Total Non-CFP Funds		0	0	0	0
M.	Grand Total		\$487,540	\$487,540	\$487,540	\$487,540

<b>Part I: Summary (Continuation)</b>						
PHA Name/Number : Lebanon County Housing PA052		Locality (City/county & State) Lebanon, PA Lebanon County			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name	Work Statement for Year 1 FFY 2012	Work Statement for Year 2 FFY 2013	Work Statement for Year 3 FFY 2014	Work Statement for Year 4 FFY 2015	Work Statement for Year 5 FFY 2016
	Agency Wide	Annual Statement	\$266,793	\$267,195	\$266,793	\$277,195
	PA052P0001		\$220,747	\$ 37,605	0	\$136,735
	PA052P0002		0	\$109,240	\$165,977	\$ 22,000
	PA052P0003		0	\$ 73,500	\$ 54,770	\$ 51,610
	<b>TOTAL</b>		<b>\$487,540</b>	<b>\$487,540</b>	<b>\$487,540</b>	<b>\$487,540</b>

<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY 2012	Work Statement for Year 2 FFY 2013			Work Statement for Year: 3 FFY 2014		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	Agency Wide – Debt Service	N/A	201,793	Agency Wide – Debt Service	N/A	202,195
	Agency Wide – Administration	N/A	40,000	Agency Wide – Operations	N/A	40,000
	Agency Wide – Fees and Costs	N/A	25,000	Agency Wide – Fees and Costs	N/A	25,000
		<b>Total Agency Wide</b>	<b>266,793</b>		<b>Total Agency Wide</b>	<b>267,195</b>
					1	
	PA052P0001 – Washington Replace Windows	120 windows	113,100	PA052P0001 – Washington Replace Comm Rm HVAC	3 units	15,000
	PA052P0001 – Washington Install PTACS all apts	60 units	107,647	PA052P0001 – Washington Install VFD Heating Pumps	2 pumps	22,605
		<b>Total PA052P001</b>	<b>220,747</b>		<b>Total PA052P0001</b>	<b>37,605</b>
				PA052P002 – City Units Replace Windows	140	50,000
				PA052P002 – Modularity Replace Storage Sheds	20	59,240
					<b>Total PA052P002</b>	<b>109,240</b>
				PA052P002 – City Units Replace Windows	147	73,500
					<b>Total PA052P003</b>	<b>73,500</b>
		<b>Subtotal of Estimated Cost</b>	<b>\$487,540</b>		<b>Subtotal of Estimated Cost</b>	<b>\$487,540</b>

<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY 2012	Work Statement for Year 4 FFY 2015			Work Statement for Year: 5 FFY 2016		
	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	Agency Wide – Debt Service	N/A	201,793	Agency Wide – Debt Service	N/A	202,195
	Agency Wide – Operations	N/A	0	Agency Wide – Operations	N/A	0
	Agency Wide – Administration	N/A	40,000	Agency Wide – Administration	N/A	30,000
	Agency Wide – Fees and Costs	N/A	25,000	Agency Wide – Fees and Costs	N/A	25,000
		N/A		Agency Wide – 504 Improvements	N/A	20,000
	<b>Total Agency Wide</b>		<b>266,793</b>	<b>Total Agency Wide</b>		<b>277,195</b>
	<b>Total PA052P0001</b>		<b>0</b>			
	PA052P0002 – Webster Replace Roofs	100 Units	121,727	PA052P0001 – Washington Clean, repoint, seal ext walls	Entire 4 story building	45,770
	PA052P0002 – Webster Replace Gutters	100 Units	20,250	PA052P0001 – Washington Install sprinkler system	60 units	90,965
	PA052P0002 – Modulars Replace Roofs	20 Units	20,000			
	PA052P0002 – Modulars Replace Gutters	20 Units	4,000		<b>Total PA052P0001</b>	<b>136,735</b>
	<b>Total PA052P0002</b>		<b>165,977</b>	PA052P0002 – All Sites Replace electrical panels	25 units	22,000
	PA052P0003 – Modulars Replace Roofs	40 Units	50,770		<b>Total PA052P0002</b>	<b>22,000</b>
	PA052P0003 – Modulars Replace Gutters	40 Units	4,000	PA052P0003 – Cedar Court Upgrade Sanitary Sewers	Entire project	21,610
	<b>Total PA052P0003</b>		<b>54,770</b>	PA052P0003 – All Sites Replace Electrical Panels	10 units	10,000
				PA052P0003 – Gloninger Repave Parking Area	41 units	20,000
				<b>Total PA052P0003</b>	<b>51,610</b>	
	<b>Subtotal of Estimated Cost</b>		<b>\$487,540</b>	<b>Subtotal of Estimated Cost</b>		<b>\$487,540</b>



<b>Part III: Supporting Pages – Management Needs Work Statement(s)</b>				
Work Statement for Year 1 FFY <u>2012</u>	Work Statement for Year <u>2013</u> FFY <u>2013</u>		Work Statement for Year: <u>2014</u> FFY <u>2014</u>	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See Annual Statement	NONE		NONE	
	Subtotal of Estimated Cost	\$0	Subtotal of Estimated Cost	\$0

<b>Part III: Supporting Pages – Management Needs Work Statement(s)</b>				
Work Statement for Year 1 FFY 2011	Work Statement for Year <u>2015</u> FFY <u>2015</u>		Work Statement for Year: <u>2016</u> FFY <u>2016</u>	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See Annual Statement	NONE		NONE	
	Subtotal of Estimated Cost	\$0	Subtotal of Estimated Cost	\$0

## **Housing Needs of low income families in Lebanon County**

Data on housing needs in Lebanon County is available at the Authority's Administrative Offices.

## **Eligibility, Selection and Admissions Policies**

Eligibility, tenant selection and admissions policies are explain in detail in the Authority's Public Housing Admissions and Occupancy Policy and the Authority's Section 8 Administrative Plan. Copies of both documents are available at the Authority's Administrative Offices and are also available from the Authority's website – <http://www.lebanoncountyhousing.com>.

Include in this document are summaries of proposed changes to the Public Housing Admissions & Occupancy Policies.

## FLAT RENT UPDATE – FEBRUARY 2012

As required by QHWRA the Authority has previously undertaken a detailed analysis in the development of Flat Rents. At this time the Authority sees no need to change the methodology used in the original analysis as the existing Flat Rent structure has been successful in maintaining a diversified range of family incomes in Authority developments.

However, the Authority believes that it is necessary to increase the current flat rents because of increased operating costs during the past year. Using the calculations from the tables listed below the new flat rents are as follows:

<u>Bedroom Size</u>	<u>Current Flat Rents</u>	<u>New Flat Rents</u>
0	\$390	\$390
1 (ST large)	\$480	\$485
1	\$420	\$425
2	\$560	\$565
3	\$670	\$675
4	\$670	\$675
5	\$670	\$675

HUD regulations prohibit the Authority from charging flat rents that exceed operating costs. In the past it was difficult to determine exact operating costs on a project by project basis. However, in fall 2006 the Authority converted to Project Based Management. Utilizing the project based management data now available we have been able to more accurately determine actual operating costs for each housing project. The results of our analysis are presented in the tables below.

As can be seen from the tables, none of the revised flat rents exceed the estimated actual operating costs for any size dwelling.

The revised flat rents will be included in the Authority's 2012 Annual Plan which will be adopted in April 2012. The effective date of the new rents shall be the first initial or annual certification on or after July 1, 2012.

**Flat Rents - Area 1 Senior Communities  
February 2012**

1	2	3	4	5	6	7	8	9	10	11
<i>Bedrooms</i>	<i>Number Of Units</i>	<i>Current Flat Rents</i>	<i>Total Annual Income Current Flat Rents</i>	<i>Current Annual Cost By Bedroom</i>	<i>Current Annual Operating Cost By Br By Month</i>	<i>2012 Published Annual OCAF Increase</i>	<i>HUD 2012 FMR Increase</i>	<i>Lesser of Column 7 or 8</i>	<i>Intital Flat Rent Estimate</i>	<i>New Flat Rents (lesser of column 6 or 10)*</i>
WA 0 BR	30	\$390	\$140,400	\$195,317	\$543	1.02	1.006	1.006	\$392	<b>\$390</b>
ST Small 1 BR	40	\$420	\$201,600	\$280,455	\$584	1.02	1.006	1.006	\$423	<b>\$425</b>
ST Stand 1 BR	20	\$420	\$100,800	\$140,227	\$584	1.02	1.006	1.006	\$423	<b>\$425</b>
ST Large 1 BR	20	\$480	\$115,200	\$160,260	\$668	1.02	1.006	1.006	\$483	<b>\$485</b>
WA 1 BR	25	\$420	\$126,000	\$175,284	\$584	1.02	1.006	1.006	\$423	<b>\$425</b>
WA 2 BR	5	\$560	\$33,600	\$46,742	\$779	1.02	1.006	1.006	\$563	<b>\$565</b>
<b>TOTALS</b>	<b>140</b>		<b>\$717,600</b>	<b>\$998,286</b>						

\* NOTE rounded to the nearest \$5.00

12	13	14	15	16	17
<i>Total Annual Operating Budget Costs</i>	<i>Total 2010 PHA Wide Cap Fund</i>	<i>Cap Fund Per Unit</i>	<i>Cap Fund Allocated To AMP</i>	<i>Total Operating Cost</i>	<i>Total Costs as a percentage of total income from current flat rents</i>
\$810,416	\$543,480	\$1,342	\$187,870	\$998,286	1.391

**Flat Rents - Area 2 North Side Family Units  
February 2012**

1	2	3	4	5	6	7	8	9	10	11
<i>Bedrooms</i>	<i>Number Of Units</i>	<i>Current Flat Rents</i>	<i>Total Annual Income Current Flat Rents</i>	<i>Current Annual Cost By Bedroom</i>	<i>Current Annual Operating Cost By Br By Month</i>	<i>2012 Published Annual OCAF Increase</i>	<i>HUD 2011 FMR Increase</i>	<i>Lesser of Column 7 or 8</i>	<i>Intital Flat Rent Estimate</i>	<i>New Flat Rents (lesser of column 6 or 10)*</i>
0	0									
1	8	\$420	\$40,320	\$44,440	\$463	1.02	1.006	1.006	\$423	<b>\$425</b>
2	35	\$560	\$235,200	\$259,235	\$617	1.02	1.006	1.006	\$563	<b>\$565</b>
3	66	\$670	\$530,640	\$584,865	\$738	1.02	1.006	1.006	\$674	<b>\$675</b>
4	22	\$670	\$176,880	\$194,955	\$738	1.02	1.006	1.006	\$674	<b>\$675</b>
5	4	\$670	\$32,160	\$35,446	\$738	1.02	1.006	1.006	\$674	<b>\$675</b>
<b>TOTALS</b>	<b>135</b>		\$1,015,200	\$1,118,941						

\*NOTE rounded to the nearest \$5.00

12	13	14	15	16	17
<i>Total Annual Operating Budget Costs</i>	<i>Total 2010 PHA Wide Cap Fund</i>	<i>Cap Fund Per Unit</i>	<i>Cap Fund Allocated To AMP</i>	<i>Total Operating Cost</i>	<i>Total Costs as a percentage of total income from current flat rents</i>
\$937,781	\$543,480	\$1,342	\$181,160	\$1,118,941	1.102

**Flat Rents - Area 3 South Side Family Units  
February 2012**

1	2	3	4	5	6	7	8	9	10	11
<i>Bedrooms</i>	<i>Number Of Units</i>	<i>Current Flat Rents</i>	<i>Total Annual Income Current Flat Rents</i>	<i>Current Annual Cost By Bedroom</i>	<i>Current Annual Operating Cost By Br By Month</i>	<i>2012 Published Annual OCAF Increase</i>	<i>HUD 2012 FMR Increase</i>	<i>Lesser of Column 7 or 8</i>	<i>Intital Flat Rent Estimate</i>	<i>New Flat Rents (lesser of column 6 or 10)*</i>
0	0									
1	0									
2	65	\$560	\$436,800	\$470,163	\$603	1.02	1.006	1.006	\$563	<b>\$565</b>
3	51	\$670	\$410,040	\$441,359	\$721	1.02	1.006	1.006	\$674	<b>\$675</b>
4	14	\$670	\$112,560	\$121,157	\$721	1.02	1.006	1.006	\$674	<b>\$675</b>
5	0									
<b>TOTALS</b>	<b>130</b>		<b>\$959,400</b>	<b>\$1,032,679</b>						

\* NOTE rounded to the nearest \$5.00

12	13	14	15	16	17
<i>Total Annual Operating Budget Costs</i>	<i>Total 2010 PHA Wide Cap Fund</i>	<i>Cap Fund Per Unit</i>	<i>Cap Fund Allocated To AMP</i>	<i>Total Operating Cost</i>	<i>Total Costs as a percentage of total income from current flat rents</i>
\$858,229	\$543,480	\$1,342	\$174,450	\$1,032,679	1.076



## **Statement of Financial Resources**

Information on financial resources for the Authority's Public Housing and Section 8 Voucher programs is available at the Authority's Administrative Offices.

## **Rent Determination Policies**

Rent determination policies are explain in detail in the Authority's Public Housing Admissions and Occupancy Policy and the Authority's Section 8 Administrative Plan. Copies of both documents are available at the Authority's Administrative Offices and are also available from the Authority's website – <http://www.lebanoncountyhousing.com>

## **Operation and Management**

The Authority's goal is to provide decent, safe and affordable housing for all of our residents and participants in the most cost effective manner possible. Detailed strategies for operation of our Public Housing Program can be found in the Asset Management section of this document.

## **Grievance Procedures**

The Authority's Grievance and Hearing Procedures are explained in detail in the Authority's Public Housing Admissions and Occupancy Policy, the Authority's Section 8 Administrative Plan and the Authority's Public Housing Lease. Copies of these documents are available at the Authority's Administrative Offices and are also available from the Authority's website – <http://www.lebanoncountyhousing.com>

## **Designated Housing**

The Authority has designated Stevens Towers as an elderly only facility. Detailed Information concerning this designation is available at the Authority's Administrative Offices.

## **Community Service and Self Sufficiency**

The Authority's Community Service policy is explained in detail in the Authority's Public Housing Admissions and Occupancy Policy. A copy of this document is available at the Authority's Administrative Offices and is also available from the Authority's website – <http://www.lebanoncountyhousing.com>. The Authority is not required under HUD regulations to operate a Self Sufficiency Program.

## **Safety and Crime Prevention**

The Authority's Project Management staff members are responsible for safety and crime prevention activities in all Public Housing developments. Staff members work closely on an as needed basis with all local police agencies in monitoring criminal activity at Authority developments. The Authority vigorously enforces requirements in the dwelling lease as well as HUD's One Strike Policy. Routine review of crime statistics have repeatedly shown that criminal activity in Authority developments is no greater than, and in some cases is less than, criminal activity throughout Lebanon County.

## **Civil Rights Certification**

The Authority makes every effort to ensure that all of its housing programs are accessible to all members of our community. The only significant minority population in Lebanon County are those of Hispanic heritage. According to the most recently available census data, 48.3% of the low income Hispanic population of Lebanon County reports needing affordable housing. A review of current Public Housing and Section 8 participants shows that 48% of Public Housing residents and 42% of Section 8 participants are Hispanic. These statistics clearly show that the level of participation by Hispanics in our assisted housing programs is virtually identical to the housing needs of Hispanics identified in census data. We believe this data displays our commitment to providing equal program access to all members of our community.



## **Fiscal Year Audit**

A copy of the most recent audit report is available at the Authority's Administrative Offices and on the Authority's website – <http://www.lebanoncountyhousing.com>

## **Asset Management Strategy**

The Authority's Asset Management Strategy of each of the Public Housing Asset Management Projects (AMPS) is available at the Authority's Administrative Offices

## **Violence Against Women Act**

Because the Authority lacks the expertise we will make use of existing community services to deal with reported incidents of domestic violence. We will refer any reported victims to Domestic Violence Intervention and the Sexual Assault Resources and Counseling Center, as appropriate. We will also encourage victims to file a domestic violence report with their local police department. We will encourage our community partners to hold information sessions at our facilities and will assist agencies in disseminating relevant information to residents in our public housing communities and participants in the Section 8 Voucher Program.

## **CERTIFICATIONS**



**pennsylvania**  
DEPARTMENT OF COMMUNITY  
& ECONOMIC DEVELOPMENT

April 6, 2012

Mr. Bryan D. Hoffman, Executive Director  
Housing Authority of Lebanon County  
P.O. Box 420  
Lebanon, PA 17042-0420

Dear Mr. Hoffman:

The Center for Community Development has received a request for a Certificate of Consistency with the Pennsylvania Consolidated Plan. The application indicates that the Housing Authority of Lebanon County manages 403 public housing units and 560 housing units with Section 8 vouchers. Additionally, your housing authority is undertaking appropriate activities to provide housing and support services to very low-income households. The request indicates that the Housing Authority is in full compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990.

Enclosed, please find a Certificate of Consistency with the Pennsylvania Consolidated Plan, executed April 5, 2012.

Should you have any questions regarding this matter, please contact me at (717) 720-7412.

Sincerely,

Daniel Fox  
Center for Community Financing

Enclosures



Community  
Affairs and  
Development

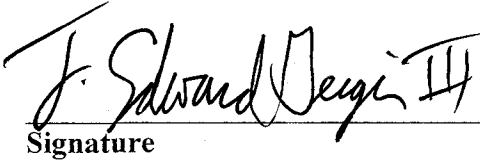
Commonwealth  
Keystone Building  
400 North Street  
4th Floor

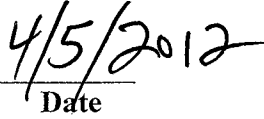
Harrisburg  
Pennsylvania  
17120-0225

tel: 717.720.7300  
fax: 717.783.4663  
866-GO-NEWPA | [newPA.com](http://newPA.com)

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

I, F. Edward Geiger, III, Director of the DCED - Center for Community Financing, certify that the Five Year and Annual PHA Plan of the Housing Authority of Lebanon County is consistent with the Consolidated Plan of the Commonwealth of Pennsylvania prepared pursuant to 24 CFR Part 91.

  
Signature

  
Date

**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, Sherry Capello the Mayor certify that the Five Year and  
Annual PHA Plan of the Housing Authority of the County of Lebanon is consistent with the Consolidated Plan of  
City Of Lebanon prepared pursuant to 24 CFR Part 91.

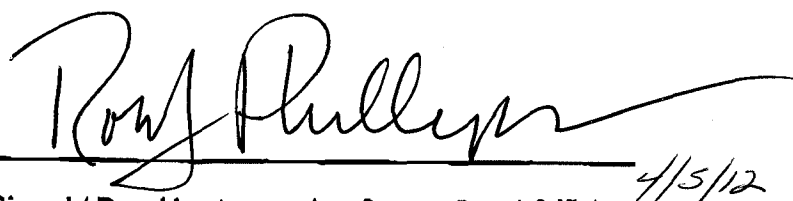
*S Capello 3/13/12*

Signed / Dated by Appropriate State or Local Official

<b>Certification by State or Local          Official of PHA Plans Consistency          with the Consolidated Plan</b>	<b>U.S. Department of Housing and Urban Development          Office of Public and Indian Housing          Expires 4/30/2011</b>
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**Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan**

I, Robert J. Phillips the Chairman certify that the Five Year and Annual PHA Plan of the Lebanon County Housing Authority is consistent with the Consolidated Plan of Lebanon County prepared pursuant to 24 CFR Part 91.



Signed / Dated by Appropriate State or Local Official 4/5/12



# Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Housing Authority of the County of Lebanon

Program/Activity Receiving Federal Grant Funding

Public Housing CFP

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federalagency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Stevens Towers, 930 Willow Street, Lebanon, PA 17046; Washington Arms, 303 Chestnut Street, Lebanon, PA 17046; Webster Manor, 1012 Brock Drive, Lebanon, PA 17046; Modular Housing, Steckbeck, Meily and Laffayette Streets, Lebanon, PA 17046; City Scattered Sites, E. Cherry, Federal, S 11th & E. Weidman Streets, Lebanon, PA 17046, Cedar Court, Cedar Court, Lebanon, PA 17042, Gloninger Meadows, Center Street, Lebanon, PA 14042. All sites located in Lebanon County, Pennsylvania

Check here  if there are workplaces on file that are not identified on the attached sheets.

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)

Name of Authorized Official

Antonia Deraco Martinez

Title

Chairman

Signature

*X Antonia Deraco Martinez*

Date

04/11/2012

form HUD-50070 (3/98)

ref. Handbooks 7417.1, 7475.13, 7485.1 & .3

**PHA Certifications of Compliance  
with PHA Plans and Related  
R e g u l a t i o n s**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 08/30/2011

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:  
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the \_\_\_ 5-Year and/or X Annual PHA Plan for the PHA fiscal year beginning 2012 hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
  - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
  - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
  - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

Housing Authority County of Lebanon

PA052

PHA Name

PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20 - 20

Annual PHA Plan for Fiscal Years 2012- 2016

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)

Name of Authorized Official **Antonia Deraco Martinez**

Title **Chairman**

*Antonia Deraco Martinez*

Signature

Date: **April 11, 2012**

**Certification of Payments  
to Influence Federal Transactions**

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

Applicant Name

Housing Authority of the County of Lebanon

Program/Activity Receiving Federal Grant Funding

Public Housing Capital Fund

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

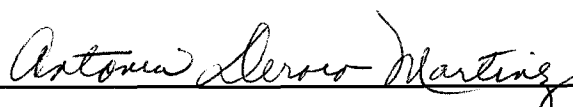
(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

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)

Name of Authorized Official  Antonia Deraco Martinez	Title  Chariman
Signature  	Date (mm/dd/yyyy)  04/11/12

## DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	<b>2. Status of Federal Action:</b> <input checked="" type="checkbox"/> a. bid/offer/application b. initial award c. post-award	<b>3. Report Type:</b> <input checked="" type="checkbox"/> a. initial filing b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  Housing Authority County Lebanon P.O. Box 420 Lebanon, PA 17042 <b>Congressional District, if known:</b> PA17th	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>   <b>Congressional District, if known:</b>	
<b>6. Federal Department/Agency:</b> Housing and Urban Development	<b>7. Federal Program Name/Description:</b>  CFDA Number, if applicable: 14-850	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b> \$ 487,540	
<b>10. a. Name and Address of Lobbying Registrant</b> <i>(if individual, last name, first name, MI):</i> NONE	<b>b. Individuals Performing Services</b> <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	<b>Signature:</b> <u>Bryan D. Hoffman</u> <b>Print Name:</b> <u>Bryan D. Hoffman</u> <b>Title:</b> <u>Executive Director</u> <b>Telephone No.:</b> <u>717-273-1630</u> <b>Date:</b> <u>04/11/2012</u>	
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)