

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

Small PHA Plan Update
Annual Plan for Fiscal Year: 2002

04/13/01

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

PHA Plan Agency Identification

PHA Name: Housing Authority of the City of Sedro Woolley

PHA Number: WA030

PHA Fiscal Year Beginning: (mm/yyyy) 07/2001

PHA Plan Contact Information:

Name: Judi Jones

Phone: 206-574-1100

TDD: 206-574-1108

Email (if available): judij@kcha.org

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

PHA Programs Administered:

- Public Housing and Section 8 Section 8 Only Public Housing Only

Annual PHA Plan Fiscal Year 2002

[24 CFR Part 903.7]

i. Table of Contents

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For Attachments, indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

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Attachments

- Attachment A : Supporting Documents Available for Review *(File name: wa030a02.doc)*
- Attachment B: Capital Fund Program Annual Statement *(File name: wa030b02.doc)*
- Attachment C: Capital Fund Program 5 Year Action Plan *(File name: wa030c02.doc)*
- Attachment : Capital Fund Program Replacement Housing Factor Annual Statement *Included with Capital Fund Annual Statement, Attachment B above*
- Attachment D: Public Housing Drug Elimination Program (PHDEP) Plan *(File name: wa030d02.doc)*
- Attachment E: Resident Membership on PHA Board or Governing Body *(File name: wa030e02.doc)*
- Attachment F: Membership of Resident Advisory Board or Boards *(File name: wa030f02.doc)*
- Attachment : Comments of Resident Advisory Board or Boards & Explanation of PHA Response (must be attached if not included in PHA Plan text) *(Included in Plan Text)*
- Other Attachment (List below, providing each attachment name):
 - RASS Follow-up Action Plan* *(File name: wa030g02.doc)*
 - Organizational Chart* *(File name: wa030h02.xls)*
 - Capital Fund/CIAP P&E Report – 1998* *(File name: wa030i02.xls)*
 - Capital Fund/CIAP P&E Report – 1999* *(File name: wa030j02.xls)*
 - Capital Fund/CIAP P&E Report – 2000* *(File name: wa030k02.xls)*

ii. Executive Summary

[24 CFR Part 903.7 9 (r)]

At PHA option, provide a brief overview of the information in the Annual Plan

The Housing Authority elects not to provide this OPTIONAL summary.

1. Summary of Policy or Program Changes for the Upcoming Year

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

As a Small, High-Performing Housing Authority (80 Public Housing units), the Sedro Woolley Housing Authority has seen little impact from regulation revisions passed during the previous Plan year. As a result, Agency Plan policies and procedures have remained relatively unchanged from those adopted in April 2000. However, it should be noted that during the previous year the Housing Authority adopted a new Family Development Pet Policy and a formal Facilities Use Policy, each of which are included in the Admissions and Continued Occupancy Policy and made available as a supporting document to the Agency Plan. Other policy changes not outlined in detail in the previous Agency Plan include: (1) HA policies which allow implementation of the federally mandated Community Service Requirement; and, (2) modification of the SWHA Transfer Policy to create a ranking system that would allow households meeting "emergency" classification a transfer ahead of those with less urgent needs.

Finally, during the past fiscal year, the Sedro Woolley Housing Authority applied for and was awarded \$25,000 for use under HUD's Public Housing Drug Elimination Grant program. The grant will be used to provide youth oriented activities through a contract with the local Boys and Girls Club. The PHDEG template has been included in the Table Library and as an attachment to the Agency Plan.

2. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Yes No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ 155,597

C. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

(1) Capital Fund Program 5-Year Action Plan

The Capital Fund Program 5-Year Action Plan is provided as Attachment C: [wa030c02.doc](#)

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment B: [wa030b02.doc](#)

3. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected: 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Relocation resources (select all that apply) <input type="checkbox"/> Section 8 for units <input type="checkbox"/> Public housing for units <input type="checkbox"/> Preference for admission to other public housing or section 8 <input type="checkbox"/> Other housing for units (describe below)
8. Timeline for activity: a. Actual or projected start date of activity: b. Actual or projected start date of relocation activities: c. Projected end date of activity:

4. Voucher Homeownership Program

[24 CFR Part 903.7 9 (k)]

- A. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to next component; if “yes”, describe each program using the table below (copy and complete questions for each program identified.)

B. Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- Establishing a minimum homeowner downpayment requirement of at least 3 percent and requiring that at least 1 percent of the downpayment comes from the family’s resources
- Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

5. Safety and Crime Prevention: PHDEP Plan

[24 CFR Part 903.7 (m)]

Exemptions Section 8 Only PHAs may skip to the next component PHAs eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- A. Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- B. What is the amount of the PHA’s estimated or actual (if known) PHDEP grant for the upcoming year?
\$ 25,000
- C. Yes No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.
- D. Yes No: The PHDEP Plan is attached at Attachment ***File name: wa030d02.doc***

6. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board (RAB) Recommendations and PHA Response

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are Attached at Attachment (File name) *Comments are shown below:*

Agency Plan Comments from the Resident Advisory Board		
Subject	Comment	Housing Authority Response
RASS - Safety Follow-up Plan	Recommended changes to exterior lighting – parking area @ Hillsvie and possible motion detectors for Cedar Grove	Ensured that RASS follow-up Plan included regular review of lighting structures as part of site inspections to determine extent of potential changes.
Public Housing Transfer Policy	<i>No changes recommended</i>	
Capital Fund	<i>No changes recommended</i>	
Community Service Requirement / Implementation	<i>No changes recommended</i>	
Board of Commissioner's PUBLIC HEARING - Comments		
Thursday, March 11th, 2001 - Hillsvie Apartments Community Room		
Speaker	Comment	Housing Authority Response
<i>No comments presented</i>		

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

- The PHA changed portions of the PHA Plan in response to comments
A list of these changes is included
 - Yes No: below or
 - Yes No: at the end of the RAB Comments in Attachment ____.
- Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA’s consideration is included at the end of the RAB Comments in Attachment ____.

Other: (list below):

While no change to the Agency Plan change was made, the Housing Authority committed to examining the concern as part of its ongoing security and safety program.

B. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here) *The State of Washington*

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

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan. (list such initiatives below)
- Other: (list below)
The Sedro Woolley Housing Authority will continue to utilize the activities and strategies outlined in detail in the 5-year Plan (which began July 1, 2000) and the Annual Plan for the Plan year beginning July 1, 2000. Specifically, detailed information may be located within Section B (Goals) of the 5-year Plan and within Sections 1, 3, 4, 7, and 9 of the Annual Plan for the Plan year beginning July 1, 2000.

3. PHA Requests for support from the Consolidated Plan Agency

Yes No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

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

The Sedro Woolley Housing Authority will consult with the appropriate Consolidated Plan agency, the Washington State Department of Community, Trade and Economic Development, to finalize the PHA Plan and to ensure consistency between the Consolidated Plan and the PHA Plan. The Sedro Woolley Housing Authority will participate, where requested, in the future development of the Consolidated Plan to ensure actions and commitments within the PHA Plan and the Consolidated Plan remain consistent and mutually supportive. Strategies for housing identified in the most recent State of Washington Consolidated Plan which have been identified as supportive of this PHA Plan include:

- ❑ *Increase the availability and affordability of housing for renter households earning 80% of median income or less, with an emphasis on the very low-income.*
- ❑ *Provide a continuum of housing and services for homeless people, and forestall further homelessness through prevention activities;*
- ❑ *Provide a continuum of housing and related services for people with special needs.*

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

A Housing Authority is required to identify in its Annual Plan the basic criteria that will be used to determine what constitutes a “substantial deviation” from the Five Year Plan and/or a “significant amendment or modification” to either the Five Year Plan or the Annual Plan.

After approval of the Agency Plan, a Housing Authority may not “substantially deviate” from its Five Year Plan or implement any amendment or modification which is a significant amendment or modification to the Annual Plan until:

- ☐ The Resident Advisory Board has had the opportunity to review and make recommendations on the amendment or modification;*
- ☐ The amendment or modification has been adopted at a duly called meeting of the Housing Authority Board of Commissioners; and,*
- ☐ Notification of the amendment or modification, along with a copy of the recommendations made by the Resident Advisory Board and a description of the manner in which the Housing Authority addressed the recommendations, is submitted to HUD and approval is received from HUD.*

A. Substantial Deviation from the 5-year Plan:

The Housing Authority considers a “substantial deviation” from the 5-year Plan as a discretionary change that alters the mission of the Housing Authority or significantly alters the written goals and objectives.

B. Significant Amendment or Modification to the Annual Plan:

The Housing Authority considers a “significant amendment or modification” as a discretionary change which results in a material change in the Authority’s rent or admissions policies which cover how applicants are selected for housing. In addition, a “significant amendment or modification” would include either of the following two (2) changes:

- ☐ The addition of new types of activities not previously included in the current PHDEP plan;*
- ☐ Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities not previously identified in the Agency Plan.*

NOTE: *An exception to the definitions of “substantial deviation” and “significant amendment or modification” shown above will be made only to the extent that the modification is the result of changes in HUD regulatory requirements. Such changes will not be considered a substantial deviation from the Five Year plan, nor a significant amendment or modification of the Annual Plan.*

Attachment A
Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
XX	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
N/A	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
XX	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
XX	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
XX	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
XX	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Any policy governing occupancy of Police Officers in Public Housing <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
XX	Public housing rent determination policies, including the method for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
XX	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
N/A	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
XX	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
XX	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
XX	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
N/A	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
N/A	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
XX	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
N/A	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
XX	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
XX	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
XX	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
XX	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
XX	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
XX	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
XX	PHDEP-related documentation: <ul style="list-style-type: none"> · Baseline law enforcement services for public housing developments assisted under the PHDEP plan; · Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15); · Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; · Coordination with other law enforcement efforts; · Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and · All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan. 	Annual Plan: Safety and Crime Prevention
XX	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Pet Policy

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
XX	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
XX	Other supporting documents (optional) (list individually; use as many lines as necessary) <ul style="list-style-type: none"> <input type="checkbox"/> Community Service Policy <input type="checkbox"/> Facility Use Policy <input type="checkbox"/> Pet Policies: <ul style="list-style-type: none"> <input type="checkbox"/> Family Development <input type="checkbox"/> Mixed Population Development <input type="checkbox"/> 	(specify as needed)

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name:		Grant Type and Number Capital Fund Program: Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant:
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies			<input type="checkbox"/> Revised Annual Statement (revision no:)
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)				
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary				
PHA Name:	Grant Type and Number Capital Fund Program: Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant:
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)				
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report				
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost
24	Amount of line 20 Related to Energy Conservation Measures			

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

PHA Name:		Grant Type and Number Capital Fund Program #: Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant:			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	

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

PHA Name:		Grant Type and Number Capital Fund Program #: Capital Fund Program Replacement Housing Factor #:					Federal FY of Grant:	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		

Capital Fund Program 5-Year Action Plan

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

CFP 5-Year Action Plan		
<input type="checkbox"/> Original statement <input type="checkbox"/> Revised statement		
Development Number	Development Name (or indicate PHA wide)	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (PHA Fiscal Year)
Total estimated cost over next 5 years		

Public Housing Drug Elimination Program Plan Sedro Woolley Housing Authority

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Section 1: General Information/History

- A. Amount of PHDEP Grant** \$25,000
B. Eligibility type (Indicate with an "x") N1 _____ N2 _____ R X
C. FFY in which funding is requested 2001
D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

The Sedro Woolley Housing Authority will contract with the Boys and Girls Club of Skagit County to provide a drug elimination program at its family public housing community, Cedar Grove. The program targeted for youth, ages six to eighteen, includes drug prevention education, health and life skills, the arts, education and career development, sports and fitness recreation, community services and family nights. These programs will be offered at the nearby middle school and in the community space at Cedar Grove. Projects are designed to reduce drug abuse and drug-related crime, build a more connected neighborhood, strengthen families and increase the likelihood of success in school.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Cedar Grove	20 units	70 residents

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an "x" to indicate the length of program by # of months. For "Other", identify the # of months).

6 Months _____ **12 Months** X **18 Months** _____ **24 Months** _____ **Other** _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 2000-2001	\$25,000	WA 19DEP0300100	\$25,000	NA	12/31/01

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

The Sedro-Woolley Housing Authority will contract with the Boys and Girls Club of Skagit County to provide an array of after school activities including drug prevention education. The activities are designed to provide healthy alternatives to drug use, gang involvement and possible crimes at a time of day when youth are most vulnerable to engage in such activities. The after school programs are also designed to help youth become leaders, improve their commitment to school, and their commitment to their own positive and healthy growth.

Proven programs of the Boys and Girls Clubs include skills mastery and residence training, youth leadership training, health and life skills, the arts, education and career development, sports and fitness recreation, community service, and some organized family programs.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY ____ PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	-0-
9120 - Security Personnel	-0-
9130 - Employment of Investigators	-0-
9140 - Voluntary Tenant Patrol	-0-
9150 - Physical Improvements	-0-
9160 - Drug Prevention	\$25,000
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
TOTAL PHDEP FUNDING	\$25,000

C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement (Not Applicable)						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicator
1.							
2.							
3.							

9120 - Security Personnel (Not Applicable)						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicator
1.							
2.							
3.							

9130 - Employment of Investigators (Not Applicable)						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicator
1.							
2.							
3.							

9140 - Voluntary Tenant Patrol (Not Applicable)						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicator
1.							
2.							
3.							

9150 - Physical Improvements (Not Applicable)						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicator
1.							
2.							
3.							

9160 - Drug Prevention						Total PHDEP Funding: \$	
Goal(s)							
To prevent future use of drugs and reduce drug-related crime in the Cedar Grove community.							
Objectives							
Provide healthy educational alternative activities for youth including educational, recreational programming, leadership development, and organized family activities.							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicator
1. Youth Recreation	30	Youth	1/1/01	12/31/01	\$25,000	\$94,000	# of youth participating
2. Youth Leadership	30	Youth	1/1/01	12/31/01	“	“	# of youth participating
3. Drug Prevention Education	30	Youth/Family	5/1/01	12/31/01	“	“	# of youth/families participating
4. Family Activities	50	Youth/Family	5/1/01	12/31/01	“	“	# of families participat

9170 - Drug Intervention (Not Applicable)						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicator
1.							
2.							
3.							

9180 - Drug Treatment (Not Applicable)						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicator
1.							
2.							
3.							

9190 - Other Program Costs						Total PHDEP Funds: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicator
1.							
2.							
3.							

Required Attachment ____: Resident Member on the PHA Governing Board

1. Yes No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board: N/A

B. How was the resident board member selected: (select one)?

- Elected
 - Appointed
- } N/A

C. The term of appointment is (include the date term expires):

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
- the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
- Other (explain):

B. Date of next term expiration of a governing board member: December 2001

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):

*Sharon Dillon, Mayor
City of Sedro Woolley, Washington*

Required Attachment _____: Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

***Sedro Woolley Housing Authority
Resident Advisory Board Members***

**Ms. Nancy Parker
Ms. Wanda Cromeenes**

Resident Advisory Board Members

- ◆ **Wanda Cromeenes – Hillsview Apartments**
- ◆ **Nancy Parker – Cedar Grove Apartments**

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Housing Authority of the City of Sedro Woolley		Grant Type and Number Capital Fund Program Grant No: WA19P030501-01 Replacement Housing Factor Grant No:			Federal FY of Grant: 10/2001
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	10,700			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	13,000			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	113,397			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	18,500			
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	155,597			
	Amount of line 20 Related to LBP Activities	0			
	Amount of line 20 Related to Section 504 compliance	0			
	Amount of line 20 Related to Security—Soft Costs	0			
	Amount of line 20 Related to Security—Hard Costs	60,000			
	Amount of line 20 Related to Energy Conservation Measures	68,813			
	Collateralization Expenses or Debt Service	0			

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

PHA Name: Housing Authority of the City of Sedro Woolley		Grant Type and Number Capital Fund Program Grant No: WA19P030501-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 10/2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
WA 30-1 Cedar Grove	a) Install vinyl siding & windows/sliding glass doors at Site I, II, III (partial work)	1460	20	113,397				
	b) Install vinyl siding & windows/sliding glass doors at the Community Building	1470	1	18,500				
	SUBTOTAL				131,897			
PHA WIDE	ADMINISTRATION							
	Non-Technical Salaries	1410	3	8,000				
	Fringe Benefits	1410	3	2,400				
	Sundry/Advertising	1410	Various	300				
	SUBTOTAL	1410			10,700			
PHA WIDE	PLANNING							
	A&E Professional Services	1430	Various	5,000				
	Building Permit Fees	1430	Various	500				
	Sundry/Planning Costs	1430	Various	300				
	Clerk-of-the-Works Inspection Fees	1430	1	7,200				
	SUBTOTAL	1430			13,000			
	Total Funding Amount				152,513			

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

PHA Name: Housing Authority of the City of Sedro Woolley			Grant Type and Number Capital Fund Program No: WA19P030501-01 Replacement Housing Factor No:			Federal FY of Grant: 10/2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
WA 30-1 Cedar Grove Sites I, II, III	3/31/2003			9/30/2004			
Administration	3/31/2003			9/30/2004			
Planning	3/31/2003			9/30/2004			

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name Sedro Woolley Housing Authority				<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/H A-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2002 PHA FY: 2003	Work Statement for Year 3 FFY Grant: 2003 PHA FY: 2004	Work Statement for Year 4 FFY Grant: 2004 PHA FY: 2005	Work Statement for Year 5 FFY Grant: 2005 PHA FY: 2006
WA 30-1 Cedar Grove		132,000	92,000	125,000	125,000
WA 30-2 Hillsview		0	30,000	0	0
Total CFP Funds (Est.)		132,000	122,000	125,000	125,000
Total Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year: 2 FFY Grant: 2002 PHA FY: 2003			Activities for Year: 3 FFY Grant: 2003 PHA FY: 2004		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
SEE	WA 30-1 Cedar Grove	Asphalt Parking Lot Overlayment; Replace Water Mains	132,000	WA 30-1 Cedar Grove	Replace Broken Concrete Sidewalk; Complete Unit Interior Remodel	92,000
ANNUAL	WA 30-2 Hillsview	NONE	0	WA 30-2 Hillsview	Asphalt Parking Lot Overlayment	30,000
STATEMENT						
Total CFP Funds (Est)		0				122,000
Activities for Year 1	Activities for Year: 4 FFY Grant: 2004 PHA FY: 2005			Activities for Year: 5 FFY Grant: 2005 PHA FY: 2006		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
SEE	WA 30-1 Cedar Grove	Complete Unit Interior Remodel	125,000	WA 30-1 Cedar Grove	Complete Unit Interior Remodel	125,000
ANNUAL	WA 30-2 Hillsview	NONE	0	WA 30-2 Hillsview	NONE	0
STATEMENT						
Total CFP Funds (Est)			125,000			125,000

Public Housing Drug Elimination Program Plan Sedro Woolley Housing Authority

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

Section 1: General Information/History

- A. Amount of PHDEP Grant \$25,000
- B. Eligibility type (Indicate with an "x") N1 _____ N2 _____ R X
- C. FFY in which funding is requested 2001
- D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

The Sedro Woolley Housing Authority will contract with the Boys and Girls Club of Skagit County to provide a drug elimination program at its family public housing community, Cedar Grove. The program targeted for youth, ages six to eighteen, includes drug prevention education, health and life skills, the arts, education and career development, sports and fitness recreation, community services and family nights. These programs will be offered at the nearby middle school and in the community space at Cedar Grove. Projects are designed to reduce drug abuse and drug-related crime, build a more connected neighborhood, strengthen families and increase the likelihood of success in school.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Cedar Grove	20 units	70 residents

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an "x" to indicate the length of program by # of months. For "Other", identify the # of months).

6 Mnth _____ 12 Months X 18 Months _____ 24 Months _____ Other _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 2000-2001	\$25,000	WA 19DEP0300100	\$25,000	NA	12/31/001

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

The Sedro-Woolley Housing Authority will contract with the Boys and Girls Club of Skagit County to provide an array of after school activities including drug prevention education. The activities are designed to provide healthy alternatives to drug use, gang involvement and possible crimes at a time of day when youth are most vulnerable to engage in such activities. The after school programs are also designed to help youth become leaders, improve their commitment to school, and their commitment to their own positive and healthy growth. Proven programs of the Boys and Girls Clubs include skills mastery and residence training, youth leadership training, health and life skills, the arts, education and career development, sports and fitness recreation, community service, and some organized family programs.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY _____ PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	-0-
9120 - Security Personnel	-0-
9130 - Employment of Investigators	-0-
9140 - Voluntary Tenant Patrol	-0-
9150 - Physical Improvements	-0-
9160 - Drug Prevention	\$25,000
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
TOTAL PHDEP FUNDING	\$25,000

C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement (Not Applicable)						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9120 - Security Personnel (Not Applicable)						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9130 - Employment of Investigators (Not Applicable)						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9140 - Voluntary Tenant Patrol (Not Applicable)						Total PHDEP Funding: \$	
Goal(s)							
Objectives							

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements (Not Applicable)					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$		
Goal(s)		To prevent future use of drugs and reduce drug-related crime in the Cedar Grove community.					
Objectives		Provide healthy educational alternative activities for youth including educational, recreational programming, leadership development, and organized family activities.					
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Youth Recreation	30	Youth	1/1/01	12/31/01	\$25,000	\$94,000	# of youth participating
2. Youth Leadership	30	Youth	1/1/01	12/31/01	“	“	# of youth participating
3. Drug Prevention Education	30	Youth/Family	5/1/01	12/31/01	“	“	# of youth/families participating
4. Family Activities	50	Youth/Family	5/1/01	12/31/01	“	“	# of families participating

9170 - Drug Intervention (Not Applicable)					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9180 - Drug Treatment (Not Applicable)					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs					Total PHDEP Funds: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110				
9120				
9130				
9140				
9150				
9160	Activity 1	\$8,000	Activity 1	\$25,000
9170				
9180				
9190				
TOTAL		\$8,000		\$25,000

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

SEDRO WOOLLEY HOUSING AUTHORITY
C/O KING COUNTY HOUSING AUTHORITY
600 Andover Park West
Tukwila, WA 98188

2000-20001 PHDEG APPLICATION

Location of Proposed PHDEP

Cedar Grove
802 – 11th Street
Sedro Woolley, WA 98284

Number of Units

20 Units

Number of Residents

71

**Proposed Prevention Program
Sub-Contractor**

After School Drug Prevention Programs
Skagit Valley Boys and Girls Club



SWHA Resident on Board of Commissioners

Name and Title of Appointing Official:

Sharon Dillon Mayor of Sedro Woolley, Washington

At this time there are no residents of Sedro Woolley Housing Authority who have expressed an interest in participating on the Board of Commissioners. Any resident of the Sedro Woolley Housing Authority may request appointment to the Board of Commissioners by submitting, in writing, a statement to the SWHA Board Chair requesting consideration for participation.

Upon receipt, the SWHA Board of Commissioners will review all such requests and forward them to the Mayor of the City of Sedro Woolley. The Mayor of the City of Sedro Woolley will review all such requests and determine the qualification of the individual requesting appointment. If Board appointment is approved, the Mayor of the City of Sedro Woolley will determine whether the resident will be added to the SWHA Board of Commissioners through:

- An increase in the size of Board membership; *or*
- Appointment upon expiration of the term of service of an existing Board member.

An invitation to participate was extended to the Resident Advisory Board on January 18, 2001 and was open to all residents for application until February 16, 2001. An invitation to participate will be extended annually until a resident accepts the invitation.

Board of Commissioner Term Expirations

	<u>Month</u>	<u>Year</u>
Position 1:	December	2003
Position 2:	December	2004
Position 3:	December	2004
Position 4:	December	2002
Position 5:	December	2001

Attachment A
Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
XX	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
N/A	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
XX	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
XX	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
XX	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
XX	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Any policy governing occupancy of Police Officers in Public Housing <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
XX	Public housing rent determination policies, including the method for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
XX	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
N/A	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
XX	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
XX	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
XX	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
N/A	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
N/A	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
XX	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
N/A	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
XX	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
XX	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
XX	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
XX	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
XX	Section 3 documentation required by 24CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
XX	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
XX	PHDEP-related documentation: <ul style="list-style-type: none"> · Baseline law enforcement services for public housing developments assisted under the PHDEP plan; · Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15); · Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; · Coordination with other law enforcement efforts; · Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and · All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan. 	Annual Plan: Safety and Crime Prevention
XX	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Pet Policy
XX	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs



SWHA Annual Agency Plan Fiscal Year 2002

RASS Follow-up Plan

Background:

Under the Public Housing Reform Act, Congress enacted legislation that required the Department of Housing and Urban Development (HUD) to implement mechanisms to measure resident satisfaction with their living environment. In response, HUD established the Resident Assessment SubSystem (RASS) as a component of the Public Housing Assessment System (PHAS). Annually, as a part of the resulting RASS system, HUD mails a Resident Survey to a random sampling (*appx. 59*) of SWHA's Public Housing residents. Those receiving the survey are instructed to return the form directly to the RASS offices, where overall results are compiled and forwarded to each HA for review and consideration.

Results of RASS Survey ñ Fiscal Year 2001:

While the results of the most recent survey (FY 2001) showed general resident satisfaction with overall SWHA operations, covering areas such as unit maintenance, management, communication and services, the results also indicated the following:

- ⇒ A need for increased communication regarding SWHA and community sponsored crime prevention programs available to residents.
- ⇒ A need for continued focus on environmental design and its impact on crime prevention, including potential improvements to exterior lighting.

KCHAís RASS Follow-up Plan:

In order to address the two primary areas identified in the RASS survey, the SWHA will implement the following:

Resident Awareness of Crime Prevention programs:

1. Implement an education/awareness program in all Public Housing communities.
 - ⇒ Meet yearly with the Resident Advisory Board (*RAB*) to discuss resident safety measures implemented in HA communities.
 - ⇒ Send flyers semi-annually to residents, communicating the safety programs available in their development.
 - ⇒ Provide information/educational material to all new residents, outlining safety programs in the community.
 - ⇒ Continue to review and analyze resident response to other surveys (*such as those completed in conjunction with the Drug Elimination Grant*) to determine the effectiveness and/or the need for modification of current programs.

2. Ensure that, at a minimum, the HA's education/awareness program includes information regarding major crime prevention measures available within each public housing community.
 - ⇒ **Memorandum of Agreement with local Police Departments**
 - (a). Agreements to cover all SWHA properties.
 - (b). Allows immediate notification of criminal activity, including drug-related activity, which threaten the lives and safety of residents in our communities.
 - (c). Allows Block Watch, Neighborhood Watch programs encouraged
 - ⇒ **Public Housing Drug Elimination Grant Programs**
 - (a). Actively applied for and received funding
 - (b). Provides resources to support crime prevention programs specifically targeted to at-risk youth
 - (c). Decrease of criminal activity, including drug-related activity.
 - ⇒ **Designation of all Public Housing Developments as "Stay Out of Drugs Areas" (SODA)**
 - (a). Designation and posting results in tougher penalties for crimes should they occur
 - ⇒ **Stringent Lease Enforcement and Tenant Screening Policies**
 - (a). "One-strike", zero tolerance policy for drug-related and other criminal activity for all Public Housing developments
 - (b). Criminal History background checks (nation-wide) for all new residents
 - Checks completed by Washington State Patrol, using the FBI's NCIC databank

Continued Focus on Environmental Design / Exterior Lighting Modification:

Although the Resident Survey data provided to the HA did not identify concerns in relation to site specific conditions, the HA will endeavor to address this perceived concern through the following measures:

1. Evaluate each Public Housing development, within the context outlined in the *Crime Prevention through Environmental Design* model, to identify areas where alterations to existing lighting (or addition of exterior) lighting is recommended.
2. Continue to utilize funding available through HUD's Capital Fund program to modernize and improve exterior lighting in areas of identified need.
3. Ensure that the HA's Maintenance Plan appropriately identifies repair of exterior lighting (i.e., bulb replacement, fixture repair, etc) as urgent.
4. Ensure that regular site inspections, completed by Maintenance and Management staff, include a review of exterior lighting conditions and the need for correction/repair.

CIAP Budget/Progress Report

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

Part III: Implementation Schedule

Comprehensive Improvement Assistance Program (CIAP)

FY 1998

Development Number/Name HA-Wide Activities	Architect/Engineer Contract Awarded			All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)		
	Original	Revised	Actual	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)
WA 30-1 Cedar Grove	12/31/1999	03/31/2000	03/30/2000	06/30/00	09/30/00*	09/30/00	12/31/01		N/A
WA 30-2 Hillsview	N/A	N/A	N/A	06/30/00	09/30/00*	09/30/00	12/31/01		N/A
<p>* Note: The funding obligation target date is revised to reflect the two year implementation period from the actual date of the executed Annual Contributions Contract (ACC) Amendment (10/16/1998).</p>									
Signature of Executive Director and Date				Signature of Public Housing Director or Office of Native American Programs Administrator and Date					
<input checked="" type="checkbox"/> Stephen J. Norman, Executive Director				<input checked="" type="checkbox"/>					

(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

CIAP Budget/Progress Report

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Development Number/ Name HA-Wide Activities	Architect/Engineer Contract Awarded			All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)		
	Original	Revised	Actual	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)
WA 30-1 Cedar Grove	N/A			12/31/01		N/A	12/31/02		N/A
WA 30-2 Hillsview	N/A			12/31/01		N/A	12/31/02		N/A

Signature of Executive Director and Date

Stephen J. Norman, Executive Director

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

(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

CIAP Budget/Progress Report

Part II: Supporting Pages

Comprehensive Improvement Assistance Program

U. S. Department of Housing and Urban Development OMB Approval No. 2577-0157 (7/31/98)

Office of Public and Indian Housing

FFY 2000

Development Number	Description of Work Items	Development Account Number	Funds Approved			Funds Obligated	Funds Expended	Comments
			Original	Revised	Difference			
WA 30-1 Cedar Grove Sites I, I, II	a) Replace Water main at Site I	1450	52,000	0	(52,000)	0	0	DEFERRED
	b) Asphalt overlay (Site I, II Part	1450	38,413	0	(38,413)	0	0	DEFERRED
	c) Roof Fall Protection (Sites I, II	1460	15,000	15,000	0	0	0	
	d) Install vinyl siding & window glass doors for buildings @ Site I, II, III (Partial Work)	1460	0	113,113	113,113	0	0	oved from 1999 CL
	SUBTOTAL			105,413	128,113	22,700	0	0

CIAP Budget/Progress Report

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Comprehensive Improvement Assistance Program

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Office of Public and Indian Housing

FY 2000

Development Number/	Description of Work Items	Development Account Number	Funds Approved			Funds Obligated	Funds Expended
			Original	Revised	Difference		
PHA-WIDE	NON-DWELLING EQUIPMENT						

a) Computer Hardware & Printe	1475	3,800	3800	0	0	0
ADMINISTRATION						
a) Non-technical Salaries	1410	6,000	6,000	0	0	0
b) Fringe benefits for staff.	1410	1,500	1,500	0	0	0
c) Sundry advertising costs for public bidding.	1410	300	300	0	0	0
SUBTOTAL		7,800	7,800	0	0	0
PLANNING						
a) Consultant A/E fees to prepare drawings & specifications.	1430	25,000	5,000	(20,000)	0	0
b) Sundry/Planning	1430	1,000	300	(700)	0	0
c) Permit fees for constr. project	1430	2,000	0	(2,000)	0	0
d) Clerk-of-the-Works Inspection	1430	7,500	7,500	0	0	0
SUBTOTAL		35,500	12,800	(22,700)	0	0
TOTAL FUNDING AMOUNT		152,513	152,513		0	0

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

form HUD-52837 (10/96)

(2) To be completed for the Performance and Evaluation Report