



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Grants Management Division

m e m o r a n d u m

TO: Bruce K. Walden, Chief Administrative Office

FROM: Elizabeth Tyler, AICP, City Planner/Director

DATE: December 4, 2003

SUBJECT: **A Resolution Authorizing the Mayor to Execute a Certification of Consistency for the Housing Authority of Champaign County 2004 Annual Plan**

Description

The Housing Authority of Champaign County (HACC) has indicated that in order to submit their 2004 Annual Plan, a Certification of Consistency must be executed by the City of Urbana, indicating that the Plan is consistent with the City of Urbana and Urbana HOME Consortium Consolidated Plan for Program Years 2000-2004.

The HACC has requested that this certification of Consistency be provided by December 15, 2003.

Issues

The principal issue is to determine that the Housing Authority of Champaign County's (HACC) FY 2004 Annual Plan is consistent with the City of Urbana and Urbana HOME Consortium Consolidated Plan for Program Years 2000-2004 and to adopt a resolution authorizing the mayor to execute the Certification of the PHA Plan's Consistency with the Consolidated Plan.

Background

The request for the Certification of Consistency is an annual request from the Housing Authority of Champaign County.

This year's consideration of the Certification of Consistency is of particular interest, since the Housing Authority of Champaign County, along with City of Urbana staff, have been working to develop and evaluate alternatives for the redevelopment of Lakeside Terrace.

Efforts are being made to finalize the preparation and analysis of three (3) redevelopment alternatives for Lakeside Terrace. The following is summary of the alternatives:

Last year, in the course of reviewing the Housing Authority of Champaign County's 2003 Annual Plan, City Council requested a number of changes to the plan in order for the plan to be fully consistent with the Consolidated Plan. City Council also recommended a number of changes that provided for the most current information and data to be presented in the Annual Plan.

This year, the Housing Authority staff has indicated that page 54, Section 18, Other Information, Item C. Statement of Consistency with the Consolidated Plan, bullet #4, is the appropriate location in the Annual Plan to add actions or comments in order for the Consolidated Plan of the jurisdiction to support the PHA Plan. Staff has identified the following actions and comments from the 2003 Annual Plan that should be included in this section and made part of the 2004 Annual Plan in order to recommend that the Certification of Consistency be approved:

“The City of Urbana supports the efforts of the HACC in its mission to provide safe, decent and sanitary housing for all. The Urbana FY2000-2004 Consolidated Plan (Summary of Recommendations) includes the following policies and statements that should be inserted into the HACC Annual Plan for FY 2004:

AFFORDABLE HOUSING; in part “Additional subsidies for extremely low-income and very low-income tenants are needed, such as tenant-based rent assistance, assistance with security deposits and first month’s rents, and use of low-income housing tax credits”.

PUBLIC HOUSING; in part “Subsidized housing is greatly needed throughout Champaign County. However, family units owned and managed by the Housing Authority of Champaign County are generally considered last-resort housing due to poor living conditions. In the short-term family complexes should be renovated to ensure safe living conditions.

If redevelopment of Lakeside Terrace and Dunbar Court is possible, without a significant reduction in the total number of permanent, subsidized housing units that are affordable to the lowest income families with children in the community, the City of Urbana will work with the Housing Authority of Champaign County to develop a HOPE VI application for the redevelopment of Lakeside Terrace and Dunbar Court to create a mixture of public housing, rental or homeownership units and residents representing a mix of income. The city will assist in developing a plan which partners with the private sector to use private dollars to leverage HOPE VI or other Federal funds, to replace the demolished units with a combination of new on-site units, scattered-site units and Section 8 rent subsidies. Although Section 8 vouchers or certificates may be used to relocate households living at these complexes at the time of redevelopment, at least 80% of demolished units will be replaced with permanent, subsidized housing units that will be affordable to extremely low-income families with children, irrespective of their income.”

The City of Urbana submits the following additional comments and provisions related to the redevelopment of Lakeside Terrace:

With regard to replacement units related to the redevelopment of Lakeside Terrace in Urbana, in order to maintain consistency with the City of Urbana's Consolidated Plan, the HACC recognizes the need to maximize the number of units that will be made available for families below 30% MFI. Should the City of Urbana provide funding toward the redevelopment of Lakeside Terrace, the HACC will provide for the maximum number of units for families at or below 30% MFI within the expanded redevelopment area and that those units not provided on site could be provided at scattered-sites, so that no fewer than 80% of demolished units are replaced with permanent, subsidized housing units that will be affordable to extremely low-income families with children.

With regard to the predevelopment planning efforts for Lakeside Terrace, City of Urbana staff, have been actively involved in the process and have provided guidance and direction throughout the planning process.

Should the City of Urbana provide funding toward the redevelopment of Lakeside Terrace, the HACC will adopt the following goal: The maximum number of affordable housing units are to be developed within the Lakeside Terrace redevelopment area and additional housing can be developed off-site in scattered site developments for persons below 30% MFI, so that no fewer than 80% of demolished units are replaced with permanent, subsidized housing units that will be affordable to extremely low-income families with children, irrespective of their income, which is consistent with the Consolidated Plan.

The City of Urbana will not provide funding for the demolition of Lakeside Terrace units without a viable redevelopment plan, which is consistent with the provisions of the Consolidated Plan for the replacement of these units.

[End of requested insert]

Additional Comments

In the course of reviewing the Annual Plan, staff noted the following concerns regarding the information and data referenced in the Plan.

1. The Housing Needs of Families in the Jurisdiction by Family Type table on page 7 contained data nearly identical to the 2003 Plan.
2. The Housing Needs of Families on the Waiting List for Public Housing table on page 8 reflected a significant increase from the previous year. In 2003 the total number of

persons on the Public Housing Waiting List was 9 families. The 2004 Plan indicates that 262 families are on the Public Housing Waiting List.

3. The Housing Needs of Families on the Waiting List for Section 8 tenant-based assistance table on page 9 has not yet been completed. Last year the table indicated that 125 families were on this waiting list. It seems likely that the 2004 table will see an increase in the number families on this waiting list, since 1,339 families applied for Section 8 tenant-based assistance.
4. The amount of Federal Grants noted in the Financial Resources table on page 14 indicates that the Public Housing Operating Fund increased from \$1,391,842 to \$1,630,228. However, in FY 2004 there is no funding for the Public Housing Drug Elimination Program. Total budget increased \$1,725,505 from \$10,403,603 to \$12,129,108. HACC staffed provided the following updates to this table:
 - a. 1.(a) \$1,630,228.00
 - b. 1.(b) \$1,120,555.00
 - c. 1.(e) \$6,938,996
5. In regard to admission preferences, page 22, Item (4)(b.)(2.), involuntary displacement is checked as a former federal preference. This box was not checked in the 2003 Annual Plan. HACC staff have indicated that this box will be checked in the final draft and that this change will be reflected under Section 3(B)(4) (b) (3) also on pages 22 and 23.
6. On page 27, item (g.), both the yes and no boxes are checked. HACC staff has indicated that this box will be checked “no” in the final draft.
7. Also on page 27, (2.)(1.), there is no indication of how flat rents are determined. In the 2003 Plan, boxes 1 and 3 were checked. HACC staff has indicated that boxes 1 and 3 will be checked in the final draft.
8. The table on page 30 reflects that units or families served at the beginning of the year decreased by 100 units. However, Section 8 Vouchers increased by 181.
9. In regard to accessibility concerns, the Annual Plan states the that HACC, through its efforts in the redevelopment of Burch Village and Lakeside Terrace will meet Federal requirements of 5% of all units to meet the needs of persons will disabilities, including 2% for hearing impaired and 2% for visually impaired. In addition, so long as the topography permits all ground floor units shall meet the State of Illinois laws and local ordinances related to visitability. Staff finds that this sentence, which provides for the consideration of topography for the applicability of the local ordinances, should be removed. Topography is not a consideration in meeting state and local ordinances related to visitability. HACC staff agrees and this sentence will be removed in the final draft.

The City of Urbana Community Development Commission (CDC) reviewed this resolution authorizing the mayor to execute the Certification of the PHA Plan's Consistency with the Consolidated Plan. A Commission member inquired if the recently completed Analysis of Impediments (A/I) to Fair Housing should be referenced in the HACC's Plan. Staff has determined that since the AI does not provide any specific policy, it would not be necessary to specifically make reference to the document in the HACC's Annual Plan.

Commission members also discussed the 80% replacement goal that is provided in the FY 2000-2004 Consolidated Plan. Some members voiced concern that this 80% replacement of public housing may not be consistent with HUD's current policy on redeveloping public housing in a mixed-income approach.

Mr. Ed Bland, the new Executive Director for the Housing Authority of Champaign County, informed Commission members that he believed the goal for replacement units at Lakeside Terrace could be achieved. Mr. Bland stated that should Lakeside Terrace be redeveloped, all current tenants would receive Section 8 vouchers that will provide alternative affordable housing. Mr. Bland also noted that any new public housing units developed at Lakeside Terrace would help to meet the replacement goal.

At the conclusion of the discussion, the CDC unanimously approved forwarding a favorable recommendation to the Urbana City Council to approve the resolution authorizing the mayor to execute the Certification of the PHA Plan's Consistency

Fiscal Impacts

No immediate fiscal impact has been identified, as no city funds are committed to strategies outlined in the FY 2004 Annual Agency Plan.

However, should the City make additional investments of CDBG, HOME or other City funding in the redevelopment of Lakeside Terrace, the HACC Annual Plan for FY 2004 and the City's Consolidated Plan will help provide a framework for the redevelopment effort.

Recommendations

Staff recommends that Urbana City Council approve the resolution authorizing the mayor to execute HUD form 50075, Certification by State or Local Official of the PHA Plans Consistency with the Consolidated Plan, with the condition that the Housing Authority agree to make the changes and include the provisions referenced in this memorandum.

Memorandum Prepared By:

Bob Grewe, AICP
Grants Management Division, Manager

Attachments:

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

A Resolution Authorizing the Mayor to Execute a Certification of Consistency for the Housing Authority of Champaign County 2004 Annual Plan.

Housing Authority of Champaign County Annual Plan Fiscal Year 2004

Cc:

Matthew Hogan, Housing Authority of Champaign County

RESOLUTION NO. 2003-12-025R

A Resolution Authorizing the Mayor to Execute a Certification of Consistency for the Housing Authority of Champaign County 2004 Annual Plan.

WHEREAS, the City of Urbana has been designated lead entity for the Urbana HOME Consortium in accordance with the Cranston-Gonzales National Affordable Housing Act of 1990, as amended; and

WHEREAS, on May 8, 2000 the Urbana City Council adopted the *URBANA HOME CONSORTIUM AND CITY OF URBANA CONSOLIDATED PLAN FOR PROGRAM YEARS 2000-2004*; and

WHEREAS, the U.S. Department of Housing and Urban Development, Office of Public and Indian Housing Notice: PIH-99-33 (HA) requires that state or local government certification of consistency must be made by the appropriate state or local officials that the PHA Plan is consistent with the Consolidated Plan; and

WHEREAS, the Urbana Community Development Services staff, have reviewed the Housing Authority of Champaign County's *Annual Plan for Fiscal Year 2004* and found the Plan to be consistent with the *URBANA HOME CONSORTIUM AND CITY OF URBANA CONSOLIDATED PLAN FOR PROGRAM YEARS 2000-2004*,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1. That HUD form 50075 Certification by State and Local Officials of PHA Plans Consistency with the Consolidated Plan, as attached hereto and incorporated herein by reference, is hereby approved, and

Section 2. That the Mayor is hereby designated as the authorized representative of the City of Urbana and the Urbana HOME Consortium to execute HUD form 50075 Certification by State and Local Officials of PHA Plans Consistency with the Consolidated Plan.

PASSED by the City Council this _____ day of _____,
_____.

Phyllis D. Clark, City Clerk

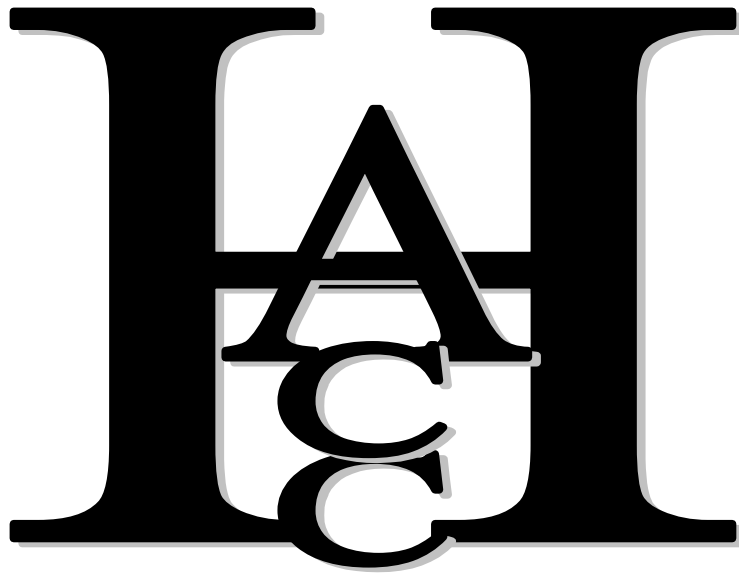
APPROVED by the Mayor this _____ day of _____,
_____.

Tod Satterthwaite, Mayor

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

I, Tod Satterthwaite the Mayor of Urbana, Illinois certify
that the Five Year and Annual PHA Plan of the Housing Authority of Champaign Coun is
consistent with the Consolidated Plan of the Urbana HOME Consortium prepared
pursuant to 24 CFR Part 91.

Signed / Dated by Appropriate State or Local Official



Housing Authority of Champaign County

**Annual Plan
Fiscal Year 2004**

Submitted for review to the public for a 45 day comment period. Comment period runs from November 3, 2003 through December 18, 2003.

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

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2004

DRAFT

TO BE APPROVED BY:

**Housing Authority of Champaign County
Board of Commissioners
205 West Park Avenue
Champaign, Illinois 61820
(217) 378-7100**

**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 Champaign County

PHA Number: IL006V01

PHA Fiscal Year Beginning: (mm/yyyy): 04/2004

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
 - City of Champaign, 102 N. Neil St., Champaign, IL 61820**
 - City of Urbana, 400 S. Vine St., Urbana, IL 61801**
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
 - Champaign Public Library, 505 S. Randolph St., Champaign, IL 61820**
 - Urbana Public Library, 201 S. Race St., Urbana, IL 61801**
- PHA website
- Other (list below)

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[24 CFR Part 903.5]

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is:
To provide a quality living environment as a foundation for individuals to achieve their full potential.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:

- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

- PHA Goal: Increase assisted housing choices
Objectives:
 - Provide voucher mobility counseling:
 - Conduct outreach efforts to potential voucher landlords
 - Increase voucher payment standards
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- PHA Goal: Provide an improved living environment
Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements:
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other: (list below)

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - Increase the number and percentage of employed persons in assisted families:
 - Provide or attract supportive services to improve assistance recipients' employability:
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities.

Other: (list below)

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

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

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2004
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

- High Performing PHA**
- Small Agency (<250 Public Housing Units)**
- Administering Section 8 Only**

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Housing Authority of Champaign County continues to make adjustments in response to the ever-changing housing industry. The HACC is embarking on some exciting times that require substantial changes in the way the HACC does business. Some of the more significant changes are as follow:

- a.) The HACC has completed the development of its Section 8 Homeownership program and have several banks and lending institutions that have entered into agreements with the HACC setting forth the banks commitment and underwriting criteria. The HACC is currently targeting those families on the FSS program.
- b.) The HACC is making major adjustment in the way it provides ongoing day-to-day maintenance. Prior to FY2003 the HACC assigned work type to each employee and they would provide services to all sites. While there will remain some of the more specialized work being provided by specific maintenance personnel others will be assigned to specific sites. This change has been implemented for the following reasons:
 - 1. To cut down on travel time. By placing personnel on a specific site the need for travel will be greatly reduced.
 - 2. To create a sense of ownership and pride in how the sites are maintained. Assignment of maintenance personnel to specific sites

will help in assigning responsibility for the overall appearance and function ability of each site.

3. The assignment of specific personnel to each site will allow the staff to become more acquainted with the residents allowing the residents the opportunity to get to know the HACC staff that is directly responsible for their home.
- c.) The HACC is in the final phases of planning and predevelopment for the redevelopment of Burch Village and Lakeside Terrace. The two family sites will undergo redevelopment that will include the total demolition of the existing buildings and the development of new housing units that will be financed under HUD's Mixed-Finance approach. The Mixed-Finance approach will include the use of several funding sources, of which many require that families with a variety of incomes occupy units. Some units will remain as public housing units while others will be required to be rented to persons at 50% to 80% of the area medium income. With regard to replacement units in conjunction with Lakeside Terrace in Urbana and to maintain consistency with the City of Urbana's Consolidated Plan the HACC recognizes the need to maximize the number of units that will be made available for families below 30% MFI. The HACC will provide for the maximum number of units for families at or below 30% MFI within the expanded redevelopment area.
 - d.) In conjunction with the redevelopment of Burch Village and Lakeside Terrace the HACC is considering re-soliciting proposals from firms to provide Program Management Services for the redevelopment of the two sites. In addition to the Program Manager the HACC has successfully negotiated an agreement with Brinshore Development, LP as the Developer Partner who will take the lead in the actual redevelopment, financing and construction of the units.
 - e.) The HACC is currently in the process of reviewing its Admissions and Continued Occupancy Policy (ACOP), the Resident Handbook and the Resident Lease to make sure all three documents are consistent with the other. In addition, a complete review and evaluation is being conducted to determine if the governing documents meet the current needs of the residents and the HACC. Once complete HACC will hold public hearings for the purpose of receiving comments on the proposed changes to the above referenced documents.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- "A"** Admissions Policy for Deconcentration **il006a01**
- "B"** FY 2004 Capital Fund Program Annual Statement **il006b01**
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- "B"** FY 2004 Capital Fund Program 5-Year Action Plan **il006b01**
- "C"** Comments of Resident Advisory Board or Boards **il006c01**

DRAFT

(must be attached if not included in PHA Plan text)

<input checked="" type="checkbox"/>	“D” Homeownership Plans and Program	il006d01
<input checked="" type="checkbox"/>	“E” Consistency with the Con-Plan	il006e01
<input checked="" type="checkbox"/>	“F” Community Service Plan	il006f01
<input checked="" type="checkbox"/>	“G” Resident Board Member	il006g01
<input checked="" type="checkbox"/>	“H” Listing of RAB Members	il006h01
<input checked="" type="checkbox"/>	“T” Public Housing Drug Elimination Program (PHDEP) Plan	il006i01

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
<input checked="" type="checkbox"/>	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
<input checked="" type="checkbox"/>	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
<input checked="" type="checkbox"/>	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
<input checked="" type="checkbox"/>	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
<input checked="" type="checkbox"/>	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
<input checked="" type="checkbox"/>	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
<input checked="" type="checkbox"/>	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
<input checked="" type="checkbox"/>	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and <input checked="" type="checkbox"/> 2. Documentation of the required deconcentration and	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	income mixing analysis	
<input checked="" type="checkbox"/>	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
<input checked="" type="checkbox"/>	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
<input checked="" type="checkbox"/>	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
<input checked="" type="checkbox"/>	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
<input checked="" type="checkbox"/>	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
<input checked="" type="checkbox"/>	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
<input checked="" type="checkbox"/>	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
<input type="checkbox"/>	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
<input checked="" type="checkbox"/>	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
<input type="checkbox"/>	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
<input checked="" type="checkbox"/>	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
<input type="checkbox"/>	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
<input type="checkbox"/>	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
<input checked="" type="checkbox"/>	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
<input checked="" type="checkbox"/>	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
<input checked="" type="checkbox"/>	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
<input checked="" type="checkbox"/>	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
<input checked="" type="checkbox"/>	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
<input checked="" type="checkbox"/>	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
<input checked="" type="checkbox"/>	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
<input type="checkbox"/>	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
<input type="checkbox"/>	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	6,642	5	5	5	2	4	4
Income >30% but <=50% of AMI	4,840	5	4	4	n/a	3	4
Income >50% but <80% of AMI	2,749	2	2	2	n/a	2	2
Elderly	3	3	2	2	3	2	2
Families with Disabilities	80	5	4	2	5	2	2
White/Non-Hispanic	2	5	5	n/a	n/a	4	4
Black/Non-Hispanic	2	5	4	n/a	n/a	3	4
Black	2	2	2	n/a	n/a	2	2

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2000
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year: 2000
- Other sources: (list and indicate year of information)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing: September 15, 2003			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	262		
Extremely low income <=30% AMI	256	98%	
Very low income (>30% but <=50% AMI)	6	2%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	143	55%	
Elderly families	21	8%	
Families with Disabilities	41	16%	
Black/Non-Hispanic	202	77%	
White/Non-Hispanic	53	20%	
Other	7	3%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	105	40%	
2 BR	88	34%	
3 BR	55	21%	
4 BR	13	5%	
5 BR	1	0%	

Housing Needs of Families on the Waiting List			
5+ BR	0	0%	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance: October 31, 2003			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total			
Extremely low income <=30% AMI			
Very low income (>30% but <=50% AMI)	The previous Section 8 Waiting List was cleared in May 14, 2003. The new waiting list was closed July 15, 2003 with 1,339 applications submitted. All applications have not been processed as of October 31, 2003. The anticipated completion of the application processing is January 1, 2003.		
Low income (>50% but <80% AMI)			
Families with children			
Elderly families			
Families with Disabilities			
Race/ethnicity			
Race/ethnicity			
Race/ethnicity			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 3 months (July 15, 2003)			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line. *The HACC has implemented a new policy whereas maintenance personnel are assigned to each property. This process should result in higher quality services causing each site to improve in curb appeal, therefore, being more attractive to persons seeking housing.*
- Reduce turnover time for vacated public housing units. *The HACC believes by placing specific maintenance personnel on site that the frequency and decrease in travel to and from the site will allow the HACC to reduce turnover time.*
- Reduce time to renovate public housing units.
- Seek replacement of public housing units lost to the inventory through mixed finance development. *The HACC is currently in the process of seeking HUD approval to conduct Mixed-Income/Mixed-Finance redevelopment, which will assist in the replacement of public housing units, lost to demolition.*
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required. *By increasing the FMR the opportunity of rental units to higher rent districts will expand.*
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration. *The HACC has implemented processes that will help to educate landlords about the Section 8 program and Fair Housing provisions applicable to rental housing.*
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing. *The HACC has successfully negotiated a contract with a Developer Partner for the redevelopment of two of its largest family developments, Burch Village (IL6-02) and Lakeside Terrace (IL6-04).*
- Pursue housing resources other than public housing or Section 8 tenant-based assistance. *The redevelopment of the two family sites will require the HACC to seek non-public housing funds such as; CDBG, HOME, Low-Income Housing Tax Credits, Tax Exempt Bonds, State of Illinois Trust Funds, State Donations Tax Credits etc.*
- Other: (list below)

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

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

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available. *The HACC is committed to making available units for persons with disabilities and will make application for additional housing options as they become available and the HACC is eligible.*
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)
The Lakeside Terrace replacement units will be designed in a manner consistent with the City of Urbana Ordinance 2000-09-105, which provides for the design of visitability features in new construction of one-and-two family dwellings, which are funded with financial assistance originating from or flowing through the City of Urbana. The HACC will develop units that are accessible to persons with disabilities commensurate with anticipated demand. Also, the HACC, through its efforts in the redevelopment of Burch Village and Lakeside Terrace will meet the Federal Requirement of 5% of all units to the needs of persons with disabilities including 2% for hearing impaired and 2% for visually impaired. In addition, so long as the topography permits all ground floor units shall meet the State of Illinois laws and local ordinances relating to visitability.

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units

- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)
The HACC has implemented processes that will help to educate landlords about the Section 8 program and Fair Housing provisions applicable to rental housing.

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

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints. *Due to the ever changing federal budgets and the HACC's current lease-up rates in both public housing and Section 8 funding is becoming much tighter. Therefore, the developments of strategies are affected by the funds currently received by the HACC.*
- Staffing constraints. *Through attrition the HACC has seen a substantial reduction of its overall staff. The HACC, due to budget constraints, will not be filling these positions creating a heavier workload on the remaining staff.*
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community. *There have been a number of housing units recently built for seniors effecting the lease-up rates at the HACC Senior housing high-rises.*
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs. *The HACC properties are impacted based on the construction of new housing units throughout the area.*
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)	\$1,630,228.00	
a) Public Housing Operating Fund	\$1,120,555.00	
b) Public Housing Capital Fund	n/a	
c) HOPE VI Revitalization	n/a	
d) HOPE VI Demolition	\$6,938,996.00	
e) Annual Contributions for Section 8 Tenant-Based Assistance	n/a	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	n/a	
g) Resident Opportunity and Self-Sufficiency Grants	n/a	
h) Community Development Block Grant	n/a	
i) HOME	n/a	
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
IL06 CFP 501-02	\$779,228.00	
IL06 CFP 501-03	\$970,285.00	
3. Public Housing Dwelling Rental Income	\$675,966.00	
4. Other income (list below)		
Investment Income	\$8,750.00	
Laundry/Vending Commissions	\$5,100.00	
5. Non-federal sources (list below)	n/a	
Total resources	\$12,129,108.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)
Public Housing applications are processed and verified upon submission.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)
Credit reports, ability to get utilities in head of household's name.

c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2) Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office

- PHA development site management office
 Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year? 0

2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?

3. Yes No: May families be on more than one list simultaneously
If yes, how many lists? 2 (*Public Housing and Section 8*)

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
 All PHA development management offices
 Management offices at developments with site-based waiting lists
 At the development to which they would like to apply
 Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
 Two
 Three or More

b. Yes No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either

through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

2 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
 - Substandard housing
 - Homelessness
 - High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

- The PHA-resident lease
- The PHA’s Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)
New Tenant Handbook

b. How often must residents notify the PHA of changes in family composition?

(select all that apply)

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

- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

- a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing? *The HACC will address the need for Deconcentration when implementing the redevelopment of Burch Village and Lakeside Terrace family developments. These two properties will be, in part and if awards are made, financed with Low-Income Housing Tax Credits, which will require income mixing.*

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

- c. If the answer to b was yes, what changes were adopted? (select all that apply)
 - Adoption of site-based waiting lists
If selected, list targeted developments below:
 - Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
 - Employing new admission preferences at targeted developments
If selected, list targeted developments below:
 - Other (list policies and developments targeted below)

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

- e. If the answer to d was yes, how would you describe these changes? (select all that apply)
 - Additional affirmative marketing
 - Actions to improve the marketability of certain developments. (1) *Improving curb appeal at Joann Dorsey Family Homes (IL6-01) and Washington Square (IL6-13).* (2) *Adding amenities and improving maintenance.* (3) *Providing individual HVAC controls at Washington Square.*
 - Adoption or adjustment of ceiling rents for certain developments
 - Adoption of rent incentives to encourage deconcentration of poverty and income-mixing

- Other (list below)
The HACC will offer a family of mixed-income extra bedroom sizes to achieve income mixing throughout the community.

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

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

Dorsey Homes (IL6-01)

Burch Village (IL6-02)

Lakeside Terrace (IL6-04)

Dunbar Court (IL6-05)

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

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

B. Section 8

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

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

(1) Eligibility

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

Criminal or drug-related activity only to the extent required by law or regulation

Criminal and drug-related activity, more extensively than required by law or regulation

More general screening than criminal and drug-related activity (list factors below)

Other (list below)

b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug-related activity
 Other (describe below)
(1) *Lease violation*
(2) *Forwarding Address*
(3) *Payment History*

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- None
 Federal public housing
 Federal moderate rehabilitation
 Federal project-based certificate program
 Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office
 Other (list below)

(3) Search Time

a. Yes No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

Upon request, a client can receive increases of 30 days up to, but not exceeding, 120 days.

(4) Admissions Preferences

a. Income targeting

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

2 Date and Time

Former Federal preferences

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

Homelessness
High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

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

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

Through published notices

Other (list below)

Through flyers and written notifications to social and supportive service agencies that also serve public housing eligible persons.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

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

- \$0
 \$1-\$25
 \$26-\$50

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

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

1. *Exemptions to minimum rent must be in writing with, at a minimum, must include a statement setting forth the reason for the family hardship.*
2. *Family must document as to proof of financial hardship.*
3. *HACC will use standard verification procedures to verify circumstances, which result in hardship.*

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

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

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:
 - d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)
 - For the earned income of a previously unemployed household member
 - For increases in earned income
 - Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:

 - Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

 - For household heads
 - For other family members
 - For transportation expenses
 - For the non-reimbursed medical expenses of non-disabled or non-elderly families
 - Other (describe below)
 - e. Ceiling rents
 1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)
 - Yes for all developments
 - Yes but only for some developments
 - No
 2. For which kinds of developments are ceiling rents in place? (select all that apply)
 - For all developments
 - For all general occupancy developments (not elderly or disabled or elderly only)
 - For specified general occupancy developments
 - For certain parts of developments; e.g., the high-rise portion
 - For certain size units; e.g., larger bedroom sizes
 - Other (list below)
 3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The “rental value” of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below)
 - (1) *Families must report change in composition within 10 days.*
 - (2) *Families must report change in income at the annual re-certification.*

- g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)
Increasing the potential for deconcentration

(2) Minimum Rent

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

- \$0

- \$1-\$25
- \$26-\$50

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

- (1) *Exemptions to minimum rent must be in writing with, at a minimum, must include a statement setting forth the reason for the family hardship.*
- (2) *Family must document as to proof of financial hardship.*
- (3) *HACC will use standard verification procedures to verify circumstances, which result in hardship.*

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows:

The HACC operation is managed on the basis of an Executive Director who appoints persons as Department Managers. Department Managers report directly to the Executive Director. All subordinate positions report directly to the Department Managers. Various Departments, such as maintenance, have supervisors who have staff that report to them, and they to the Department Manager. This style of management has served the HACC well in the past and is our management style for the upcoming year.

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	507	40
Section 8 Vouchers	1070	50
Section 8 Certificates	0	0
Section 8 Mod Rehab	25	4
Special Purpose Section 8 Certificates/Vouchers (list individually)	250	40
Public Housing Drug Elimination Program (PHDEP)	n/a	n/a
Other Federal Programs(list individually)	n/a	n/a

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of

public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

1. *Admissions and Continued Occupancy Policy*
2. *Resident Handbook*
3. *Administrative Manual*
4. *Lease*
5. *Emergency Action Plan*
6. *Lead Base Paint Notification*
7. *Operating Orders*

(2) Section 8 Management: (list below)

1. *Section 8 Administrative Plan*
2. *Voucher Briefing Packet*
3. *Landlord Packet*

(4) Pest Infestation Policy:

The HACC have taken proactive steps in preventing or eradicating pest infestation. A pest control firm has been contracted to provide at least quarterly, but more often monthly inspection and treatment of each apartment. While on site, the pest control technician fills out a form indicating the quality of housekeeping in each apartment. The housing manager receives a copy of this form and generates a housekeeping agreement with any tenant whose housekeeping is reported to be contributing to a problem with pests. As part of the agreement, the manager schedules bi-weekly housekeeping inspections with the resident to ensure that his/her housekeeping is improving.

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. Yes No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- PHA main administrative office
 PHA development management offices
 Other (list below)

B. Section 8 Tenant-Based Assistance

1. Yes No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name): *Attachment "B" (il06b01.doc)*

-or-

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

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name): *Attachment "B" (il06b01.doc)*

-or-

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

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
 - Revitalization Plan under development
 - Revitalization Plan submitted, pending approval
 - Revitalization Plan approved
 - Activities pursuant to an approved Revitalization Plan underway

- Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
- If yes, list development name/s below:
- (1) *Burch Village (IL06-02)*
- (2) *Lakeside Terrace (IL06-04)*

- Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
- If yes, list developments or activities below:
- (1) *Burch Village (IL06-02)*
- (2) *Lakeside Terrace (IL06-04)*

- Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
- If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name: <i>Burch Village</i> 1b. Development (project) number: <i>IL6-02</i>
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(06/03/03)</u>
5. Number of units affected: 67
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 05/01/04 b. Projected end date of activity: 07/01/04

Demolition/Disposition Activity Description
1a. Development name: <i>Burch Village</i> 1b. Development (project) number: <i>IL6-02</i>
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(02/01/04)</u>

DRAFT

<p>5. Number of units affected: 67</p> <p>6. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input checked="" type="checkbox"/> Total development</p>
<p>7. Timeline for activity:</p> <p>a. Actual or projected start date of activity:</p> <p>b. Projected end date of activity:</p>

Demolition/Disposition Activity Description
<p>1a. Development name: <i>Lakeside Terrace</i></p> <p>1b. Development (project) number: <i>IL6-04</i></p>
<p>2. Activity type: Demolition <input checked="" type="checkbox"/></p> <p style="padding-left: 40px;">Disposition <input checked="" type="checkbox"/></p>
<p>3. Application status (select one)</p> <p>Approved <input type="checkbox"/></p> <p>Submitted, pending approval <input type="checkbox"/></p> <p>Planned application <input checked="" type="checkbox"/></p>
<p>4. Date application approved, submitted, or planned for submission: <u>(02/01/04)</u></p>
<p>5. Number of units affected: 99</p> <p>6. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input checked="" type="checkbox"/> Total development</p>
<p>7. Timeline for activity:</p> <p>a. Actual or projected start date of activity: 05/01/04</p> <p>b. Projected end date of activity: 07/01/04</p>

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

1. Yes No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway	
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	
<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved:	

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

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

24 CFR Part 972.200, Required Initial Assessments:

In September 2003, the HACC assessed the family public housing developments located in Champaign County (excluding Burch Village due to pending demolition plans):

*Dorsey Family Homes (IL06-01), Champaign, Illinois
Lakeside Terrace (IL06-04), Urbana, Illinois
Dunbar Court (IL06-05), Urbana, Illinois
Scattered Sites (IL06-09), Champaign, Illinois*

These sites were assessed as to the cost benefit of continuing to provide these units at public housing compared to issuing section 8 tenant-based assistance (vouchers) to the existing residents. The following items were considered: (1) Each development's operation was reviewed, and; (2) Consideration of the implications of converting the public housing to tenant-based assistance. It was concluded that, at this time, conversion of the family public housing units is inappropriate because of removal of the developments would not meet the necessary conditions for voluntary conversion for the following reasons:

- (1) It would not principally benefit the residents of the public housing developments to be converted.*
- (2) It would, at this time, adversely affect the availability of affordable housing in the community.*

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

- (1) *The family must qualify for, and enroll in, the FSS Program.*
- (2) *The family must be in good standing with the HACC and/or Landlord.*

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- Yes No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 01/04/99

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Family Self Sufficiency	157	Waiting List	HACC Admin. Office	Both
PAID	10	Specific Criteria	Lincoln Land	Both
Credit Counseling	40	FSS	Urban League	Both
Job Training	75	FSS	Urban League	Both

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 10/15/03)
Public Housing	10	10
Section 8	25	153

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

C. Welfare Benefit Reductions

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

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents

(select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

The HACC continues with efforts in educating the residents of senior housing to be aware of predators. In addition the HACC has implemented a floor-monitoring program where residents take on the role of emergency coordinator. The floor monitor can be contacted if a resident will be gone, is sick or is experiencing problems relating to security.

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

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

The following family sites are the most affected developments:

- (1) Dorsey Family Homes (IL06-01)*
- (2) Burch Village (IL06-02)*
- (3) Lakeside Terrace (IL06-04)*

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

Police patrols are provided for all properties. The youth programs are targeted for the following family developments:

- (1) Dorsey Family Homes (IL06-01)*
- (2) Burch Village (IL06-02)*
- (3) Lakeside Terrace (IL06-04)*
- (4) Dunbar Court (IL06-05)*

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)


- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

- (1) Dorsey Family Homes (IL06-01)*
- (2) Burch Village (IL06-02)*
- (3) Lakeside Terrace (IL06-04)*

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2003 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. *Attachment "I" (IL06i01.doc)*
- 

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

General Information- The HACC Pet Policy was written using the Resident Advisory Board as consultants. The Pet Policy rules adopted are reasonably related to the legitimate interest of this PHA to provide decent, safe and sanitary living environment for all tenants, to protecting and preserving the physical condition of the property, and the financial interest of the HACC. The HACC has separated the policy to address pets in elderly and persons with disabilities developments and for family developments. The following are the common requirements for both policies:

The HACC Pet Policy has the following elements:

- *Pet rules do not apply to animals who assist persons with disabilities*
- *All pets must be approved in advance by HACC Management*
- *All pets must have their proper inoculations (if applicable), Owner must provide HACC the proper papers concerning inoculations*
- *Dogs or cats must be licensed as specified now or in the future by State and local law*
- *Owner must enter into Pet Agreement with the HACC*
- *Owner must register pet with HACC prior to pet being moved into home*
- *Registration must be renewed annually*
- *Dogs and cats must be spayed or neutered*
- *Pet must be a common household pet (no snakes, lizards, exotic animals, or pot bellied pigs)*
- *Only one type of pet permitted by tenant or household*
- *Dogs restricted to less than or equal to 20 lbs.*
- *No dangerous animal or pet will be allowed. Dangerous pets or animals include, but are not limited to:*
- *Rottweiler, Doberman Pinscher, Pitt Bulldog, Or any other animal that displays vicious behavior*
- *Provision for proper pet waste removal and charges*
- *Tenant responsible for cost of repairs and replacements to dwelling unit- Reasonable expense*
- *Fumigation of Unit*
- *Dogs and cats must be on leash or carried if outside resident's unit*

In addition, the HACC pet policy covers

- *Pets temporarily on the Premises*
- *Designation of Pet-Free Areas*
- *Additional fees and deposits for pets*
- *Alterations to Unit*
- *Pet Waste Removal Charge*
- *Pet Area Restrictions*

- *Noise*
- *Cleanliness Requirements*
- *Pet Care*
- *Responsible Parties*
- *Inspections*
- *Pet Rule Violation Notice*
- *Notice for Pet Removal*
- *Termination of Tenancy*
- *Pet Removal*
- *Emergencies*

Deposits are required for both elderly and Family developments in addition to annual fees being required for the Family developments.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)
 - Not applicable
 - Private management
 - Development-based accounting
 - Comprehensive stock assessment
 - Other: (list below)

3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 Attached at Attachment (File name)
 Provided below:

3. In what manner did the PHA address those comments? (select all that apply)
 Considered comments, but determined that no changes to the PHA Plan were necessary.
 The PHA changed portions of the PHA Plan in response to comments
List changes below:
 Other: (list below)

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

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

- a. Nomination of candidates for place on the ballot: (select all that apply)
 Candidates were nominated by resident and assisted family organizations
 Candidates could be nominated by any adult recipient of PHA assistance
 Self-nomination: Candidates registered with the PHA and requested a place on ballot
 Other: (describe)

- b. Eligible candidates: (select one)
 Any recipient of PHA assistance
 Any head of household receiving PHA assistance
 Any adult recipient of PHA assistance

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)

1. *City of Urbana, Illinois*
2. *City of Champaign, Illinois*

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

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
 1. *Improve the quality of the housing stock: The HACC will undertake several projects using its Capital Funds, which will improve the quality of public housing.*
 2. *Provide Homeownership opportunities: The HACC has implemented its Section 8 Homeownership program that will provide opportunities for Section 8 residents to become first-time homeowners*
- Other: (list below)

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

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

Attachments

Use this section to provide any additional attachments referenced in the Plan.

Required Attachments:

- | | | |
|-------------------------------------|--|-----------------|
| <input checked="" type="checkbox"/> | “A” Admissions Policy for Deconcentration | il006a01 |
| <input checked="" type="checkbox"/> | “B” FY 2004 Capital Fund Program Annual Statement | il006b01 |

Optional Attachments:

- | | | |
|-------------------------------------|---|-----------------|
| <input checked="" type="checkbox"/> | “B” FY 2004 Capital Fund Program 5-Year Action Plan | il006b01 |
| <input type="checkbox"/> | “C” Comments of Resident Advisory Board or Boards
(must be attached if not included in PHA Plan text) | il006c01 |
| <input checked="" type="checkbox"/> | “D” Homeownership Plans and Program | il006d01 |
| <input checked="" type="checkbox"/> | “E” Consistency with the Con-Plan | il006e01 |
| <input checked="" type="checkbox"/> | “F” Community Service Plan | il006f01 |
| <input checked="" type="checkbox"/> | “G” Resident Board Member | il006g01 |
| <input checked="" type="checkbox"/> | “H” Listing of RAB Members | il006h01 |
| <input checked="" type="checkbox"/> | “I” Public Housing Drug Elimination Program (PHDEP) Plan | il006i01 |

ATTACHMENT (A)

ADMISSIONS POLICY FOR DECONCENTRATION

A. DECONCENTRATION OF POVERTY AND INCOME-MIXING

The PHA's admission policy is designed to provide for deconcentration of poverty and income-mixing by bringing higher income tenants into lower income projects and lower income tenants into higher income projects.

Gross annual income is used for income limits at admission and for income-mixing purposes.

Skipping of a family on the waiting list specifically to reach another family with a lower or higher income is not to be considered an adverse action to the family. Such skipping will be uniformly applied until the target threshold is met.

The PHA will gather data and analyze, at least [annually/biannually], the tenant characteristics of its public housing stock, including information regarding tenant incomes, to assist in the PHA's deconcentration efforts.

The PHA will use the gathered tenant incomes information in its assessment of its public housing developments to determine the appropriate designation to be assigned to the project for the purpose of assisting the PHA in its deconcentration goals.

If the PHA's annual review of tenant incomes indicates that there has been a change in the tenant income characteristics of a particular project, the PHA will evaluate the changes to determine whether, based on the PHA methodology of choice, the project needs to be redesignated as a higher or lower income project.

Deconcentration and Income-Mixing Goals

The PHA's deconcentration and income-mixing goal, in conjunction with the requirement to target at least 40 percent of new admissions to public housing in each fiscal year to "extremely low-income families", will be to admit higher income families to lower income developments, and lower income families to higher income developments.

Deconcentration applies to transfer families as well as applicant families.

If a unit becomes available at a lower income development, and there is no higher income family on the waiting list or no higher income family accepts the offer, then the unit will be offered to the next family regardless of income.

If a unit becomes available at a higher income development, and there is no lower income family on the waiting list or no lower income family accepts the offer, then the unit will be offered to the next family regardless of income.

Project Designation Methodology

The PHA will determine and compare tenant incomes at all general developments.

Upon analyzing its findings the PHA will apply the policies, measures and incentives listed in this Chapter to bring higher income families into lower income developments and lower income families into higher income developments.

The PHA's goal is to have eligible families having higher incomes occupy dwelling units in projects predominantly occupied by eligible families having lower incomes, and eligible families having lower incomes occupy dwelling units in projects predominantly occupied by eligible families having higher incomes.

Skipping of families for deconcentration purposes will be applied uniformly to all families. When a unit becomes available at a lower income development, the unit will be offered to a higher income family. When a unit becomes available at a higher income development, the unit will be offered to a lower income family.

The PHA provides a waiting list preference to victims of domestic violence. These preferences, and only these preferences, override deconcentration and income mixing policies.

Deconcentration Methodology

The PHA shall admit lower income families to higher income buildings (or developments) and admit higher income families to lower income buildings (or developments) using the following steps:

Step 1: The PHA will annually determine the average income of all families residing in all of its general occupancy (family) developments (including families residing in developments approved for demolition or conversion to tenant-based assistance and families residing in public housing units in mixed-finance developments).

Step 2: The PHA will annually determine the average income of all families residing in each building of each general occupancy development.

Step 3: The PHA will annually characterize each building of each general occupancy development as higher income or lower income based on whether the average income in the building is above or below the overall average.

Step 4: The PHA will determine which families on the waiting list have incomes higher than the PHA-wide average and designate these families "higher income

families,” and which have incomes lower than the PHA-wide average and designate these families “lower income families.”

Step 5: When a unit becomes available in a higher income building, the PHA shall skip families on the waiting list if necessary to reach a lower income family to whom it will offer the unit **except in the case of families who are victims of domestic violence.**

When a unit becomes available in a lower income building, the PHA shall skip families on the waiting list if necessary to reach a higher income family to whom it will offer the unit **except in the case of families who are victims of domestic violence.**

If the waiting list does not contain a family in the income category to whom the unit is to be offered, the PHA shall offer the unit to a family in the other income category.

Definition of Building for Purposes of Deconcentration

For purposes of deconcentration, a “building” is one or more contiguous structures containing at least 8 public housing units.

For scattered site and small developments, if a development contains no structures that qualify as a building, the deconcentration requirement is applied to the entire development as if the development were a building.

For mixed-finance developments and units newly added to the PHA’s public housing stock, the deconcentration requirement is:

For the initial lease-up of vacant public housing units, the average income for the public housing units in each building must not exceed the PHA’s average overall income.

After the initial lease-up, the leasing of public housing units is covered by the deconcentration steps listed above.

If the PHA has provided the family that resided in public housing on the site of a mixed-finance or other development the right to return to that development after revitalization, the deconcentration policy does not preclude fulfilling that commitment.

A family has the sole discretion whether to accept an offer of a unit made under the deconcentration policy.

The PHA shall not take any adverse action toward any eligible family for choosing not to accept an offer of a unit.

The PHA shall uniformly limit the number of offers received by applicants, described in this chapter.

Nothing in the deconcentration policy relieves the PHA of the obligation to meet the income targeting requirements

PHA Incentives for Higher Income Families

The PHA will offer certain incentives to higher income families willing to move into lower income projects. The PHA will not take any adverse action against any higher income family declining an offer by the PHA to move into a lower income project.

In addition to maintaining its public housing stock in a manner that is safe, clean, well landscaped and attractive, the PHA will offer the following incentives for higher income families moving into lower income projects:

PHA will allow occupancy standards of one child per bedroom.

PHA will approve a transfer request to another site of the family's preference after two years of occupancy (such transfers will be based on date order of similar requests received).

The PHA will offer the following incentives to:

- families who move from welfare to work and remain employed for at least one year and have no lease violations;
- working families who have resided in the development for at least two years and have no lease violations

PHA will allow occupancy standards of one child per bedroom.

PHA will target homeownership opportunities to higher income families moving into lower income projects

PHA will give first priority in available Section 3 training slots and hiring for employment with the PHA to higher income families moving into lower income projects.

PHA will provide an escrow savings account to higher income families moving into lower income projects in the case of increased earned income.

ATTACHMENT (B)

FY2004 CAPITAL FUND PROGRAM ANNUAL STATEMENTS

Annual Statement/Performance and Evaluation Report

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

PHA Name: Housing Authority of Champaign County		Grant Type and Number CGP Grant No: IL06-P006-501-00			Federal FY of Grant: 2000	
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations	\$257,688.20	\$215,832.44	\$215,832.44	\$0.00	
3	1408 Management Improvements	\$100,000.00	\$140,872.86	\$140,872.86	\$140,872.86	
4	1410 Administration	\$125,110.00	\$126,092.90	\$126,092.90	\$126,092.90	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	\$170,000.00	\$170,000.00	\$170,000.00	\$170,000.00	
8	1440 Site Acquisition					
9	1450 Site Improvement	\$11,500.00	\$780.96	\$0.00	\$0.00	
10	1460 Dwelling Structures	\$300,926.80	\$300,926.80	\$300,926.80	\$85,164.26	
11	1465.1 Dwelling Equipment—Nonexpendable	\$257,110.00	\$269,404.04	\$269,404.04	\$269,404.04	
12	1470 Nondwelling Structures	\$65,076.00	\$63,501.00	\$63,501.00	\$63,501.04	
13	1475 Nondwelling Equipment	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00	
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs					
18	1499 Development Activities					
19	1501 Collaterization or Debt Service					
20	1502 Contingency					
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$1,288,411.00	\$1,288,411.00	\$1,287,660.40	\$1,071,867.50	
22	Amount of line 21 Related to LBP Activities					
23	Amount of line 21 Related to Section 504 compliance					
24	Amount of line 21 Related to Security – Soft Costs					
25	Amount of Line 21 Related to Security – Hard Costs	\$0.00	\$0.00	\$0.00	\$0.00	
26	Amount of line 21 Related to Energy Conservation Measures	\$389,638.54	\$389,638.54	\$389,638.54	\$0.00	

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 Champaign County		Grant Type and Number CGP Grant No: IL06-P006-501-00				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
IL6-01	Site Lighting	1450	100%	\$0.00	\$0.00	\$0.00	\$0.00	On Hold
	Insulate Exterior Walls	1460	100%	\$0.00	\$0.00	\$0.00	\$0.00	501-02
	Security Screens on Doors	1460	100%	\$0.00	\$0.00	\$0.00	\$0.00	On Hold
	Security Screen at Comm. Building	1460	100%	\$0.00	\$0.00	\$0.00	\$0.00	On Hold
	Range Hoods	1460	100%	\$0.00	\$0.00	\$0.00	\$0.00	On Hold
	New Parking Lot	1450	1	\$0.00	\$0.00	\$0.00	\$0.00	On Hold
	SUBTOTAL			\$0.00	\$0.00	\$0.00	\$0.00	
IL6-02	Overlay Drives and Parking Lot	1450	100%	\$0.00	\$0.00	\$0.00	\$0.00	Site Redev.
	New Parking Area and Street	1450	1	\$0.00	\$0.00	\$0.00	\$0.00	Site Redev.
	Remove Existing Building	1485	1	\$0.00	\$0.00	\$0.00	\$0.00	Site Redev.
	Tuck Point Exterior and Replace Sills	1460	100%	\$0.00	\$0.00	\$0.00	\$0.00	Site Redev.
	Dumpster Enclosures	1450	4	\$0.00	\$0.00	\$0.00	\$0.00	Site Redev.
	Fencing and Lighting	1450	100%	\$0.00	\$0.00	\$0.00	\$0.00	Site Redev.
	Sidewalks and Stoops	1450	100%	\$0.00	\$0.00	\$0.00	\$0.00	Site Redev.
	SUBTOTAL			\$0.00	\$0.00	\$0.00	\$0.00	
IL6-04	Meter Grounding	1460	100%	\$0.00	\$0.00	\$0.00	\$0.00	Maint.
	Dumpster Enclosures	1450	5	\$0.00	\$0.00	\$0.00	\$0.00	Delete
	SUBTOTAL			\$0.00	\$0.00	\$0.00	\$0.00	
IL6-05	Dumpster Enclosures	1450	100%	\$0.00	\$0.00	\$0.00	\$0.00	501-02
	Storm Sewer Improvements	1450	100%	\$11,500.00	\$780.96	\$0.00	\$0.00	Design
	Insulate Exterior Walls	1460	100%	\$0.00	\$0.00	\$0.00	\$0.00	Canceled
	Replace Windows	1460	100%	\$0.00	\$0.00	\$0.00	\$0.00	On Hold
	SUBTOTAL			\$11,500.00	\$780.96	\$0.00	\$0.00	
IL6-06	None			\$0.00	\$0.00	\$0.00	\$0.00	
	SUBTOTAL			\$0.00	\$0.00	\$0.00	\$0.00	

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 Champaign County		Grant Type and Number CGP Grant No: IL06-P006-501-00				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
IL6-07	Replace Boiler Pumps and Controls	1465	100%	\$112,620.00	\$115,601.54	\$115,601.54	\$115,601.54	Complete
	SUBTOTAL			\$112,620.00	\$115,601.54	\$115,601.54	\$115,601.54	
IL6-08	None			\$0.00	\$0.00	\$0.00	\$0.00	
	SUBTOTAL			\$0.00	\$0.00	\$0.00	\$0.00	
IL6-09	None			\$0.00	\$0.00	\$0.00	\$0.00	
	SUBTOTAL			\$0.00	\$0.00	\$0.00	\$0.00	
IL6-12	1st Floor Asbestos Floor Tile Removal	1465	50%	\$3,850.00	\$4,217.50	\$4,217.50	\$4,217.50	Complete
	Elevator Upgrades	1465	2	\$0.00	\$0.00	\$0.00	\$0.00	708-99
	Upgrade and Insulation	1465	100%	\$0.00	\$0.00	\$0.00	\$0.00	Canceled
	Sewer Line Replacement	1465	100%	\$140,640.00	\$149,585.00	\$149,585.00	\$149,585.00	Complete
	SUBTOTAL			\$144,490.00	\$153,802.50	\$153,802.50	\$153,802.50	
IL6-13	Elevator Upgrades, Phase I	1465	1	\$0.00	\$0.00	\$0.00	\$0.00	708-99
	Elevator Upgrades, Phase II	1465	1	\$0.00	\$0.00	\$0.00	\$0.00	708-99
	PBX System	1465	100%	\$0.00	\$0.00	\$0.00	\$0.00	501-02
	New Windows	1460	100%	\$273,767.00	\$273,767.00	\$273,767.00	\$85,164.26	In Process
	Masonry Pointing	1460	10%	\$27,159.80	\$27,159.80	\$27,159.80	\$27,159.80	Complete
	SUBTOTAL			\$300,926.80	\$300,926.80	\$300,926.80	\$112,324.06	
Admin. Building	Replace Roof (2/3)	1470	66%	\$65,076.00	\$63,501.00	\$63,501.00	\$0.00	Complete
8/12/02	This project is complete (Summer 2002)							
	Abate Asbestos in Boiler Room	1475	2%	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	Complete
8/12/02	This project is complete (Summer 2002)							
	SUBTOTAL			\$66,076.00	\$64,501.00	\$64,501.00	\$64,501.00	

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 Champaign County		Grant Type and Number CGP Grant No: IL06-P006-501-00				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Operations	Operations	1406		\$257,688.20	\$215,832.44	\$215,832.44	\$215,832.44	
	SUBTOTAL			\$257,688.20	\$215,832.44	\$215,832.44	\$0.00	
Mgt. Imprprov.	Security & Computer Equipment	1408		\$75,000.00	\$75,544.73	\$75,544.73	\$75,544.73	
	Section 3 Training	1408			\$0.00	\$0.00	\$0.00	
	Marketing Consultants	1408			\$38,075.73	\$38,075.73	\$38,075.73	
	Resident Council Training	1408			\$0.00	\$0.00	\$0.00	
	Computer Training	1408		\$25,000.00	\$27,252.40	\$27,252.40	\$27,252.40	
	SUBTOTAL			\$100,000.00	\$140,872.86	\$140,872.86	\$140,872.86	
Administration	Salaries of Coordinator and Admin.	1410		\$88,828.10	\$92,776.80	\$92,776.80	\$92,776.80	
	Salaries of Secretary and Inspector	1410		\$0.00	\$0.00	\$0.00	\$0.00	
	Fringe Benefits	1410		\$36,281.90	\$33,316.10	\$33,316.10	\$33,316.10	
	SUBTOTAL			\$125,110.00	\$126,092.90	\$126,092.90	\$126,092.90	
Fees & Costs	A & E Consulting Fees	1430		\$170,000.00	\$170,000.00	\$170,000.00	\$170,000.00	
	SUBTOTAL			\$170,000.00	\$170,000.00	\$170,000.00	\$170,000.00	

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 Champaign County			Grant Type and Number CGP Grant No: IL06-P006-501-00				Federal FY of Grant: 2000
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	
I16-01	9/30/02	9/30/02		9/30/03	9/30/04		
I16-02	---	---		---	---		
I16-04	9/30/02	9/30/02		9/30/03	9/30/04		
I16-05	9/30/02	9/30/02		9/30/03	9/30/04		
I16-06	---	---		---	---		
I16-07	9/30/02	9/30/02		9/30/03	9/30/04		
I16-08	---	---		---	---		
I16-09	---	---		---	---		
I16-12	9/30/02	9/30/02		9/30/03	9/30/04		
I16-13	---	---		---	---		
Admin. Building	9/30/02	9/30/02		9/30/03	9/30/04		
Operations	9/30/02	9/30/02		9/30/03	9/30/04		
Man. Improvements	9/30/02	9/30/02		9/30/03	9/30/04		
Administration	9/30/02	9/30/02		9/30/03	9/30/04		
Fees & Costs	9/30/02	9/30/02		9/30/03	9/30/04		

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

PHA Name: Housing Authority of Champaign County	Grant Type and Number CGP Grant No: IL06-P006-501-01	Federal FY of Grant: 2001
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Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$206,971.00	\$236,219.14	\$236,219.14	\$236,219.14
3	1408 Management Improvements	\$63,010.38	\$33,429.93	\$33,429.93	\$33,429.93
4	1410 Administration	\$125,800.00	\$127,612.07	\$127,612.07	\$127,612.07
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$135,189.62	\$135,840.60	\$135,840.60	\$135,840.60
8	1440 Site Acquisition				
9	1450 Site Improvement	\$399,153.08	\$305,889.20	\$305,889.20	\$305,889.20
10	1460 Dwelling Structures	\$358,806.92	\$427,233.53	\$420,356.53	\$40,953.20
11	1465.1 Dwelling Equipment—Nonexpendable		\$23,600.00	\$23,600.00	\$0.00
12	1470 Nondwelling Structures	\$18,760.00	\$18,760.00	\$18,760.00	\$18,760.00
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$10,000.00	\$9,106.57	\$9,106.57	\$9,106.57
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$1,317,691.00	\$1,317,691.00	\$1,310,814.00	\$899,704.10
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs	\$120,000.00	\$117,870.08	\$0.00	\$0.00
26	Amount of line 21 Related to Energy Conservation Measures	\$311,568.00	\$336,389.00	\$279,789.00	\$0.00

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 Champaign County		Grant Type and Number CGP Grant No: IL06-P006-501-01				Federal FY of Grant: 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
				Original	Revised	Funds Obligated	Funds Expended	
IL6-01	Sanitary Sewer Replacement	1450	100%	\$147,028.00	\$305,889.20	\$305,889.20	\$305,889.20	Complete
	New Locks and Hardware	1460	100%	\$14,889.00	\$23,000.00	\$23,000.00	\$0.00	In Process
	Insulate Exterior Walls	1460	100%	\$0.00	\$22,900.00	\$22,900.00	\$22,900.00	Complete
	SUBTOTAL			\$161,917.00	\$351,789.20	\$351,789.20	\$328,789.20	
IL6-02	New Locks and Hardware	1460	100%	\$15,556.00	\$0.00	\$0.00	\$0.00	Redevel.
	Dumpster Enclosures	1450	4	\$0.00	\$0.00	\$0.00	\$0.00	Redevel.
	SUBTOTAL			\$15,556.00	\$0.00	\$0.00	\$0.00	
IL6-04	Sanitary Sewer Improvements	1450	10%	\$18,000.00	\$0.00	\$0.00	\$0.00	On Hold
	Meter Grounding	1450	20%	\$0.00	\$0.00	\$0.00	\$0.00	Maint.
	New Locks and Hardware	1465	100%	\$22,000.00	\$10,000.00	\$10,000.00	\$0.00	In Process
	Dumpster Enclosures	1450	5	\$0.00	\$0.00	\$0.00	\$0.00	Delete
	SUBTOTAL			\$40,000.00	\$10,000.00	\$10,000.00	\$0.00	
IL6-05	Sanitary Sewer Improvements	1450	30%	\$9,000.00	\$0.00	\$0.00	\$0.00	501-02
	New Locks and Hardware	1465	100%	\$5,779.00	\$8,300.00	\$8,300.00	\$0.00	
	SUBTOTAL			\$14,779.00	\$8,300.00	\$8,300.00	\$0.00	
IL6-06	Masonry Pointing	1460	5%	\$0.00	\$19,053.20	\$19,053.20	\$19,053.20	Complete
	Insulate Exterior Walls	1460	100%	\$10,770.00	\$13,600.00	\$10,300.00	\$0.00	In Process
	New Range Hoods	1465	100%	\$8,472.00	\$0.00	\$0.00	\$0.00	On Hold
	New Locks and Hardware	1465	100%	\$3,555.00	\$5,300.00	\$5,300.00	\$0.00	
	SUBTOTAL			\$22,797.00	\$37,953.20	\$34,653.20	\$19,053.20	
IL6-07	New Locks and Hardware	1465	100%	\$9,333.00	\$0.00	\$0.00	\$0.00	Delete
	SUBTOTAL			\$9,333.00	\$0.00	\$0.00	\$0.00	
IL6-08	New Locks and Hardware	1460	100%	\$2,223.00	\$6,000.00	\$6,000.00	\$0.00	
	SUBTOTAL			\$2,223.00	\$6,000.00	\$6,000.00	\$0.00	

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 Champaign County		Grant Type and Number CGP Grant No: IL06-P006-501-01				Federal FY of Grant: 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
				Original	Revised	Funds Obligated	Funds Expended	
IL6-09	New Locks and Hardware	1460	100%	\$3,555.00	\$8,074.33	\$8,074.33	\$0.00	501-02
	SUBTOTAL			\$3,555.00	\$8,074.33	\$8,074.33	\$0.00	
IL6-12	Automatic Doors at Entrance	1460	2	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	Design
	New Air Conditioner Sleeves	1465	104	\$50,000.00	\$0.00	\$0.00	\$0.00	Canceled
	New Locks and Hardware	1465	100%	\$11,555.00	\$16,000.00	\$16,000.00	\$0.00	
	Replace Central AC Unit for Office	1470	1	\$10,000.00	\$18,760.00	\$18,760.00	\$18,760.00	Complete
	Relocation Due to Sewer Line Replace.	1495	10	\$29,980.00	\$9,106.57	\$9,106.57	\$9,106.57	Complete
	SUBTOTAL			\$111,535.00	\$53,866.57	\$53,866.57	\$27,866.57	
IL6-13	Landscaping	1460	10%	\$3,577.00	\$3,577.00	\$0.00	\$0.00	Design
	New Windows	1460	100%	\$147,470.00	\$0.00	\$0.00	\$0.00	501-00
	New Electric Heating/Cooling Units	1460	104	\$0.00	\$279,029.00	\$279,029.00	\$0.00	In Process
	Masonry Pointing	1460	10%	\$35,000.00	\$0.00	\$0.00	\$0.00	501-00
	Automatic Doors at Entrance	1460	2	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	In Process
	New Locks and Hardware	1465	100%	\$11,555.00	\$16,000.00	\$16,000.00	\$0.00	501-02
	New Stoves	1465	104	\$29,856.00	\$0.00	\$0.00	\$0.00	On Hold
	Hot Water Heating Zone Valves	1465	100%	\$55,000.00	\$0.00	\$0.00	\$0.00	On Hold
	New Air Conditioner Sleeves	1465	104	\$50,000.00	\$0.00	\$0.00	\$0.00	On Hold
	SUBTOTAL			\$342,458.00	\$308,606.00	\$305,029.00	\$0.00	
Admin. Building	None			\$0.00	\$0.00	\$0.00	\$0.00	
	SUBTOTAL			\$0.00	\$0.00	\$0.00	\$0.00	
Operations	Operations	1406		\$206,971.00	\$236,219.14	\$236,219.14	\$236,219.14	
	SUBTOTAL			\$206,971.00	\$236,219.14	\$236,219.14	\$236,219.14	Complete

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

PHA Name: Housing Authority of Champaign County		Grant Type and Number CGP Grant No: IL06-P006-501-01				Federal FY of Grant: 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
				Original	Revised	Funds Obligated	Funds Expended	
Mgt. Imprrov.	Computer Hardware	1408		\$43,010.38	\$8,579.30	\$8,579.30	\$8,579.30	
	Management Improvement	1408		0.00	\$21,444.41	\$21,444.41	\$21,444.41	
	Training	1408		\$20,000.00	\$3,406.22	\$3,406.22	\$3,406.22	
	SUBTOTAL			\$63,010.38	\$33,429.93	\$33,429.93	\$33,429.93	Complete
Administration	Salaries of Coordinator and Admin.	1410		\$89,318.00	\$95,305.87	\$95,305.87	\$95,305.87	
	Fringe Benefits	1410		\$36,482.00	\$32,306.19	\$32,306.19	\$32,306.19	
	SUBTOTAL			\$125,800.00	\$127,612.06	\$127,612.06	\$127,612.06	Complete
Fees & Costs	A & E Consulting Fees	1430		\$135,189.62	\$135,840.67	\$135,840.67	\$135,840.57	
	SUBTOTAL			\$135,189.62	\$135,840.67	\$135,840.67	\$135,840.57	Complete

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

PHA Name: Housing Authority of Champaign County			Grant Type and Number CGP Grant No: IL06-P006-501-01			Federal FY of Grant: 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	
I16-01	9/30/03	9/30/03		9/30/04	9/30/04		
I16-02	---	---		---	---		
I16-04	---	---		---	---		
I16-05	---	---		---	---		
I16-06	9/30/03	9/30/03		9/30/04	9/30/04		
I16-07	---	---		---	---		
I16-08	---	---		---	---		
I16-09	---	---		---	---		
I16-12	9/30/03	9/30/03		9/30/04	9/30/04		
I16-13	9/30/03	9/30/03		9/30/04	9/30/04		
Admin. Building	9/30/03	9/30/03		9/30/04	9/30/04		
Operations	9/30/03	9/30/03		9/30/04	9/30/04		
Man. Improvements	9/30/03	9/30/03		9/30/04	9/30/04		
Administration	9/30/03	9/30/03		9/30/04	9/30/04		
Fees & Costs	9/30/03	9/30/03		9/30/04	9/30/04		

Annual Statement/Performance and Evaluation Report

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

PHA Name: Housing Authority of Champaign County		Grant Type and Number CGP Grant No: IL06-P006-501-02		Federal FY of Grant: 2002	
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$40,566.40	\$225,520.40	\$0.00	\$0.00
3	1408 Management Improvements	\$95,000.00	\$95,000.00	\$40,481.68	\$40,481.68
4	1410 Administration	\$134,606.00	\$126,060.00	\$25,897.41	\$25,897.41
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$180,000.00	\$180,000.00	\$31,271.52	\$31,271.52
8	1440 Site Acquisition				
9	1450 Site Improvement	\$166,270.00	\$287,704.47	\$0.00	\$0.00
10	1460 Dwelling Structures	\$300,257.60	\$23,000.00	\$0.00	\$0.00
11	1465.1 Dwelling Equipment—Nonexpendable	\$343,900.00	\$302,775.13	\$20,149.00	\$18,450.13
12	1470 Nondwelling Structures		\$20,000.00		
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$1,260,600.00	\$1,260,600.00	\$117,799.61	\$116,100.74
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs	\$305,120.00	\$305,120.00	\$0.00	\$0.00
26	Amount of line 21 Related to Energy Conservation Measures	\$134,927.60	\$134,927.60	\$0.00	\$0.00

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 Champaign County		Grant Type and Number CGP Grant No: IL06-P006-501-02				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
IL6-01	Sidewalk Repairs to repair 1" rise in sidewalks (\$5.00 sq ft)	1450	5%	\$3,000.00	\$0.00			
	Relocate Garbage Collection Units & Screen Fences	1450	100%	\$14,000.00	\$14,000.00			
	Repairs & Overlay Drives & Parking Lots	1450	100%	\$32,210.00	\$55,000.00			
	Replace existing stairway handrails with code compliant handrails.	1460	100%	\$14,250.00	\$0.00			
	Replace locks and hardware on exterior doors	1460	100%	\$18,760.00	\$0.00			Design
	Provide ductless range hoods at kitchens.	1465	100%	\$19,800.00	\$0.00			
	SUBTOTAL			\$102,020.00	\$69,000.00			
IL6-02	Ceiling and exterior aluminum soffit renovations for bathroom exhaust.	1460	100%	\$27,000.00	\$0.00			
	Sidewalk Repairs to repair 1" rise in sidewalks (\$5.00 sq ft)	1450	5%	\$3,200.00	\$0.00			
	Sanitary Sewer Cleanout	1450	100%	\$10,000.00	\$0.00			
	Replace existing stairway handrails with code compliant handrails.	1460	100%	\$11,650.00	\$0.00			
	Provide dryer vents	1460	100%	\$13,400.00	\$0.00			
	Replace locks and hardware on exterior doors	1460	100%	\$19,600.00	\$0.00			
	Provide exit signs in common areas	1465	100%	\$1,275.00	\$0.00			
	Rearrange water heater to provide proper operation of relief valve	1465	100%	\$1,600.00	\$0.00			
	Provide strobes for alarms in common areas	1465	100%	\$2,375.00	\$0.00			
	Replace exterior wall hydrants	1465	100%	\$9,000.00	\$0.00			

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 Champaign County		Grant Type and Number CGP Grant No: IL06-P006-501-02				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Provide combustion air ducts to furnace room (code compliance)	1465	100%	\$40,200.00	\$0.00			
	Install floor drains at water heaters	1465	100%	\$46,900.00	\$0.00			
	SUBTOTAL			\$186,200.00	\$0.00			
IL6-04	Sidewalk Repairs to repair 1" rise in sidewalks (\$5.00 sq ft)	1450	5%	\$4,100.00	\$0.00			
	Sanitary Sewer Improvements	1450	100%	\$16,150.00	\$16,150.00			
	Replace locks and hardware on exterior doors	1460	100%	\$27,720.00	\$23,000.00			Design
	Provide strobes for alarms in common areas	1465	100%	\$3,325.00	\$0.00			
	SUBTOTAL			\$51,295.00	\$39,150.00			
IL6-05	Sidewalk Repairs to repair 1" rise in sidewalks (\$5.00 sq ft)	1450	5%	\$2,800.00	\$0.00			
	Sanitary Sewer Improvements	1450	100%	\$8,000.00	\$8,000.00			
	Storm Sewer Improvements	1450	100%	\$19,100.00	\$10,000.00			
	Replace existing stairway handrails with code compliant handrails.	1450	100%	\$5,600.00	\$0.00			
	Replace locks and hardware on exterior doors	1460	100%	\$7,280.00	\$0.00			Design
	Ceiling and exterior aluminum soffit renovations for bathroom exhaust.	1460	100%	\$13,000.00	\$0.00			
	Replace windows and screens.	1460	100%	\$94,837.60	\$0.00			
	Dumpster Pad and Screen	1450	1	\$0.00	\$7,000.00			
	Additional Parking/Extend Street	1450		\$0.00	\$40,000.00			
	Provide emergency lighting in common areas	1465	100%	\$900.00	\$0.00			

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 Champaign County		Grant Type and Number CGP Grant No: IL06-P006-501-02				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Provide strobes for alarms in common areas	1465	100%	\$1,900.00	\$0.00			
	SUBTOTAL			\$153,417.60	\$65,000.00			
IL6-06	Replace locks and hardware on exterior doors	1460	100%	\$4,500.00	\$0.00			Design
	Resurface parking areas	1450		\$0.00	\$5,000.00			Design
	SUBTOTAL			\$4,500.00	\$5,000.00			
IL6-07	Parking Lot Repairs	1450	100%	\$2,225.00	\$2,225.00			
	Provide increased site lighting for parking lot	1450	100%	\$35,000.00	\$35,000.00			
	Replace locks and hardware on exterior doors	1460	100%	\$11,760.00	\$0.00			Design
	Replace master mixing valve on domestic hot water with code approved thermostatic type	1465	1	\$1,000.00	\$0.00			
	Add/repair parking lot	1450		\$0.00	\$55,000.00			
	Permanent Storage Building	1470	1	\$0.00	\$20,000.00			
	Replace rooftop make-up air unit	1465	1	\$20,000.00	\$23,000.00			
	Provide strobes for alarms in common areas	1465	100%	\$23,625.00	\$23,625.00			
	SUBTOTAL			\$93,610.00	\$158,850.00			
IL6-08	Replace locks and hardware on exterior doors	1460	100%	\$2,800.00	\$0.00			501-01
	SUBTOTAL			\$2,800.00	\$0.00			

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 Champaign County		Grant Type and Number CGP Grant No: IL06-P006-501-02				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
IL6-09	Sidewalk Repairs to repair 1" rise in sidewalks (\$5.00 sq ft)	1450	5%	\$1,200.00	\$0.00			Maint.
	Replace locks and hardware on exterior doors	1460	100%	\$4,500.00	\$0.00			501-01
	SUBTOTAL			\$5,700.00	\$0.00			
IL6-12	Parking Lots & Driveway Repairs & Resurfacing	1450	100%	\$4,650.00	\$35,294.47			
	Replace locks and hardware on exterior doors	1460	100%	\$14,600.00	\$0.00			501-01
	Raise accessible lavatories to ADA height	1465	100%	\$200.00	\$0.00			Maint.
	Replace roof make-up air unit	1465	2	\$0.00	\$45,000.00			Design
	Replace trash compactor	1465	1	\$0.00	\$15,000.00			Design
	Strobe alarms in common areas	1465	100%	\$0.00	\$24,700.00			Design
	Replace water cooler with ADA type	1465	1	\$800.00	\$0.00			Maint.
	Replace master mixing valve on domestic hot water with code approved thermostatic type	1465	1	\$1,000.00	\$0.00			Delete
	Install domestic hot water boiler backup	1465	1	\$20,000.00	\$18,450.13	\$18,450.13	\$18,450.13	Complete
	SUBTOTAL			\$41,250.00	\$138,444.60	\$18,450.13		
IL6-13	Parking Lots & Driveway Repairs & Resurfacing	1450	100%	\$5,035.00	\$5,035.00			
	Replace locks and hardware on exterior doors	1460	100%	\$14,600.00	\$0.00			Design
	Replace rooftop make-up air unit	1465	1	\$20,000.00	\$23,000.00			Design

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 Champaign County		Grant Type and Number CGP Grant No: IL06-P006-501-02				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Upgrade security surveillance system to digital	1465	100%	\$50,000.00	\$50,000.00			
	Provide PBX System with connection to remote opening of front door and 911 enhanced	1465	100%	\$80,000.00	\$80,000.00			
	SUBTOTAL			\$169,635.00	\$158,035.00			
Admin. Building	None			\$0.00	\$0.00			
	SUBTOTAL			\$0.00	\$0.00			
Operations	Operations	1406		\$40,566.40	\$225,520.40			
	SUBTOTAL			\$40,566.40	\$225,520.40			
Mgt. Improv.	Computer Hardware	1408		\$75,000.00	\$75,000.00			
	Management Improvements	1408		\$0.00	\$0.00			
	Training and Travel	1408		\$20,000.00	\$20,000.00			
	SUBTOTAL			\$95,000.00	\$95,000.00			
Administration	Salaries of Coordinator and Admin.	1410		\$95,570.26	\$89,907.00	\$17,909.57	\$17,909.57	
	Fringe Benefits	1410		\$39,035.74	\$36,693.00	\$7,987.54	\$7,987.54	
	SUBTOTAL			\$134,606.00	\$126,600.00	\$25,897.41	\$25,897.41	
Fees & Costs	A & E Consulting Fees	1430		\$180,000.00	\$180,000.00	\$25,050.00	\$16,924.93	
	SUBTOTAL			\$180,000.00	\$180,000.00	\$25,050.00	\$16,924.93	

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 Champaign County			Grant Type and Number CGP Grant No: IL06-P006-501-02				Federal FY of Grant: 2002
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	
I16-01	9/30/04	---		9/30/06			
I16-02	9/30/04	---		9/30/06	---		
I16-04	9/30/04	---		9/30/06	---		
I16-05	9/30/04	---		9/30/06	---		
I16-06	9/30/04	---		9/30/06	---		
I16-07	9/30/04	---		9/30/06	---		
I16-08	9/30/04	---		9/30/06	---		
I16-09	9/30/04	---		9/30/06	---		
I16-12	9/30/04	---		9/30/06	---		
I16-13	9/30/04	---		9/30/06	---		
Admin. Building	---	---		---	---		
Operations	9/30/04	---		9/30/06	---		
Man. Improvements	9/30/04	---		9/30/06	---		
Administration	9/30/04	---		9/30/06	---		
Fees & Costs	9/30/04	---		9/30/06	---		

Annual Statement/Performance and Evaluation Report

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

PHA Name: Housing Authority of Champaign County	Grant Type and Number CGP Grant No: IL06-P006-501-03	Federal FY of Grant: 2003
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Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$135,162.64	\$171,807.00	\$0.00	\$0.00
3	1408 Management Improvements	\$50,000.00	\$50,000.00	\$0.00	\$0.00
4	1410 Administration	\$142,682.36	\$97,028.00	\$0.00	\$0.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$75,000.00	\$100,000.00	\$0.00	\$0.00
8	1440 Site Acquisition				
9	1450 Site Improvement	\$115,750.00	\$65,750.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$145,525.00	\$67,400.00	\$0.00	\$0.00
11	1465.1 Dwelling Equipment—Nonexpendable	\$277,100.00	\$175,600.00	\$0.00	\$0.00
12	1470 Nondwelling Structures		\$225,000.00	\$0.00	
13	1475 Nondwelling Equipment	\$13,950.00	\$3,200.00	\$0.00	
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency	\$0.00	\$14,500.00		
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$955,170.00	\$970,285.00	\$0.00	\$0.00
22	Amount of line 21 Related to LBP Activities	\$0.00			
23	Amount of line 21 Related to Section 504 compliance	\$60,300.00			
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs	\$0.00		\$0.00	\$0.00
26	Amount of line 21 Related to Energy Conservation Measures	\$0.00		\$0.00	\$0.00

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 Champaign County		Grant Type and Number CGP Grant No: IL06-P006-501-03				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
IL6-01	Replace Ext. Wall Hydrants	1465	100%	\$3,600.00	\$0.00			On Hold
	Install Floor Drains @ Water Heaters	1465	100%	\$46,900.00	\$0.00			On Hold
	Sod & Landscape; Extra Fill	1450	As Needed	\$10,950.00	\$10,950.00			
	SUBTOTAL			\$61,450.00	\$10,950.00			
IL6-02	None							
	SUBTOTAL							
IL6-04	Replace Stair Handrails To Code	1465	100%	\$18,450.00	\$0.00			On Hold
	Ext. Soffitt Prep. For Bath Exhaust Fans	1460	100%	\$43,500.00	\$0.00			On Hold
	Replace Ext. Wall Hydrants	1460	100%	\$14,850.00	\$0.00			On Hold
	Install Flr. Drains At Water Heaters	1460	100%	\$69,300.00	\$0.00			On Hold
	SUBTOTAL			\$146,100.00	\$0.00			
IL6-05	Fence repair	1450		\$0.00	\$4,000.00			
	SUBTOTAL				\$4,000.00			
IL6-06	None							
	Resurface parking area	1450		\$0.00	\$5,000.00			Design
	Landscape/new trees	1450		\$0.00	\$4,000.00			
	SUBTOTAL				\$9,000.00			
IL6-07	Replace Ext. Wall Hydrants	1460	100%	\$600.00	\$0.00			Maint.
	Dumpster Pad And Screen	1450	1	\$3,500.00	\$3,500.00			Design
	Upgrade security camera to digital	1465		\$0.00	\$20,000.00			
	Add. Parking And Fill Sink Hole	1450	100%	\$55,000.00	\$0.00			501-02
	SUBTOTAL			\$59,100.00	\$23,500.00			

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 Champaign County		Grant Type and Number CGP Grant No: IL06-P006-501-03				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
IL6-08	Install Flr. Drains At Water Heaters	1460	100%	\$14,000.00	\$0.00			On Hold
	Fire Alarm At Comm./Maint. Bld.	1465	100%	\$3,500.00	\$0.00			Maint.
	Driveway/Parking Replacemnt	1450	100%	\$23,160.00	\$23,160.00			Design
	SUBTOTAL			\$40,660.00	\$23,160.00			
IL6-09	Replace Handrails And Wood Trim	1465	100%	\$4,000.00	\$0.00			On Hold
	Replace Ext. Wall Hydrants	1460	100%	\$2,400.00	\$0.00			On Hold
	GFCI Receptacles In Basement	1460	100%	\$875.00	\$0.00			Maint.
	Connect sumps to storm drain	1460	14	\$0.00	\$65,000.00			
	Site grading and hydroseeding	1450	100%	\$0.00	\$10,000.00			
	Fence Repair (10 sites)	1450	10	\$5,140.00	5,140.00			
	SUBTOTAL			\$12,415.00	\$82,540.00			
IL6-12	Replace Roof Make-Up Air Unit	1465	1	\$20,000.00	\$0.00			501-02
	Strobe Alarms In Common Areas	1465	100%	\$24,700.00	\$0.00			501-02
	Second Power Source For Fire Pump	1465	1	\$65,000.00	\$65,000.00			Design
	SUBTOTAL			\$109,700.00	\$65,000.00			
IL6-13	Separate Boiler M-U From Dom. Water	1465	1	\$100.00	\$0.00			Maint.
	Backflow Preventer At Fire Pump	1465	1	\$250.00	\$0.00			Maint.
	Increase Site Lighting	1450	100%	\$18,000.00	\$0.00			On Hold
	Second Power Source For Fire Pump	1465	1	\$65,000.00	\$65,000.00			
	Strobes For Fire Alarm System	1465	100%	\$25,600.00	\$25,600.00			
	SUBTOTAL			\$108,950.00	\$90,600.00			
Admin. Building	ADA Compliant Handrails	1465	2	\$10,000.00	\$0.00			On Hold
	Elevator Lobby Detectors	1465	100%	\$825.00	\$0.00			Maint.

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 Champaign County		Grant Type and Number CGP Grant No: IL06-P006-501-03				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Strobes For Alarms	1465	100%	\$2,375.00	\$0.00			Maint.
	Mixing Valves At Lavatories	1465	100%	\$750.00	\$0.00			Maint.
	SUBTOTAL			\$13,950.00	\$0.00			
Maintenance Warehouse	Maintenance Warehouse Purchase	1470		\$0.00	\$225,000.00			
	SUBTOTAL				\$225,000.00			
Operations	Operations	1406		\$135,162.64	\$171,807.00			
	SUBTOTAL			\$135,162.64	\$171,807.00			
Mgt. Impruv.	Computer Hardware & Training	1408		\$50,000.00	\$50,000.00			
	SUBTOTAL			\$50,000.00	\$50,000.00			
Administration	Salaries of Coordinator and Admin.	1410		101,304.48	\$68,808.00			
	Fringe Benefits	1410		41377.88	\$28,220.00			
	SUBTOTAL			\$142,682.36	\$97,028.00			
Fees & Costs	A & E Consulting Fees	1430		75,000.00	\$100,000.00			
	SUBTOTAL			\$75,000.00	\$100,000.00			
Contingency	Contingency	1502		\$0.00	\$14,500.00			

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 Champaign County			Grant Type and Number CGP Grant No: IL06-P006-501-03				Federal FY of Grant: 2002
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	
II6-01	9/30/05	---		9/30/07			
II6-02	9/30/05	---		9/30/07	---		
II6-04	9/30/05	---		9/30/07	---		
II6-05	9/30/05	---		9/30/07	---		
II6-06	9/30/05	---		9/30/07	---		
II6-07	9/30/05	---		9/30/07	---		
II6-08	9/30/05	---		9/30/07	---		
II6-09	9/30/05	---		9/30/07	---		
II6-12	9/30/05	---		9/30/07	---		
II6-13	9/30/05	---		9/30/07	---		
Admin. Building	9/30/05	---		9/30/07	---		
Operations	9/30/05	---		9/30/07	---		
Man. Improvements	9/30/05	---		9/30/07	---		
Administration	9/30/05	---		9/30/07	---		
Fees & Costs	9/30/05	---		9/30/07	---		

Annual Statement/Performance and Evaluation Report

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

PHA Name: Housing Authority of Champaign County	Grant Type and Number CGP Grant No: IL06-P006-501-04	Federal FY of Grant: 2004
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Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$124,340.00			
3	1408 Management Improvements	\$50,000.00			
4	1410 Administration	\$97,000.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$55,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	\$15,000.00			
10	1460 Dwelling Structures	\$87,000.00			
11	1465.1 Dwelling Equipment—Nonexpendable	\$366,400.00			
12	1470 Nondwelling Structures	\$113,000.00			
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$970,000.00			\$0.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 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: Housing Authority of Champaign County		Grant Type and Number CGP Grant No: IL06-P006-501-04				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
IL6-01								
	Replace reanges	1465	100%	\$16,750.00				
	Replace refrigerators	1465	100%	\$23,450.00				
	SUBTOTAL			\$40,200.00				
IL6-02								
	None							
IL6-04	None							
IL6-05								
	Dryer vents	1460	100%	\$5,200.00				
	Washer hook-ups	1460	100%	\$7,800.00				
	Replace windows and screens	1460	100%	\$59,280.00				
	Replace siding	1460	100%	\$27,980.00				
	Replace ranges	1465	100%	\$6,500.00				
	Replace refrigerators	1465	100%	\$9,100.00				
	Replace screen doors	1460	100%	\$15,000.00				
	Install 26 attic stock furnaces	1465	100%	\$30,000.00				
	Install exhaust fans in bathrooms	1460	100%	\$21,000.00				
	Soffit & ceiling renovations for bathroom fans	1460	100%	\$13,000.00				
	Install code compliant handrails	1460	100%	\$5,600.00				
	One piece tub and shower	1460	100%	\$39,000.00				
	Fence repair	1450		\$5,000.00				
	Landscaping/hydroseeding	1450		\$10,000.00				
	SUBTOTAL			\$254,460.00				

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 Champaign County		Grant Type and Number CGP Grant No: IL06-P006-501-04				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
IL6-06								
	Replace flooring in common halls	1465		\$5,000.00				
	Upgrade security system to digital	1465		\$15,000.00				
	SUBTOTAL			\$20,000.00				
IL6-07								
	Replace flooring in common halls	1465		\$48,000.00				
	SUBTOTAL			\$48,000.00				
IL6-08								
	Install 30 inch ranges	1465		\$10,000.00				
	SUBTOTAL			\$10,000.00				
IL6-09								
	Replace ranges	1465		\$6,400.00				
	Stainless splash guard at stoves	1460		\$1,600.00				
	Replace wall hydrants	1460		\$2,400.00				
	Replace refrigerators	1465		\$5,600.00				
	SUBTOTAL			\$16,000.00				
IL6-12								
	Replace ranges	1465	100%	\$40,000.00				
	SUBTOTAL			\$40,000.00				
IL6-13								
	Replace ranges	1465	100%	\$40,000.00				
	SUBTOTAL			\$40,000.00				

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 Champaign County		Grant Type and Number CGP Grant No: IL06-P006-501-04				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Admin. Building								
	SUBTOTAL			\$0.00				
Maintenance Warehouse	Maintenance Warehouse Purchase	1470		\$175,000.00				
	SUBTOTAL			\$175,000.00				
Operations	Operations	1406		\$124,340.00				
	SUBTOTAL			\$124,340.00				
Mgt. Improv.	Computer Hardware & Training	1408		\$50,000.00				
	SUBTOTAL			\$50,000.00				
Administration	Salaries of Coordinator and Admin.	1410		\$97,000.00				
	Fringe Benefits	1410						
	SUBTOTAL			\$97,000.00				
Fees & Costs	A & E Consulting Fees	1430		\$55,000.00				
	SUBTOTAL			\$55,000.00				

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 Champaign County			Grant Type and Number CGP Grant No: IL06-P006-501-04				Federal FY of Grant: 2002
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	
I16-01	9/30/06	---		9/30/08			
I16-02	9/30/06	---		9/30/08	---		
I16-04	9/30/06	---		9/30/08	---		
I16-05	9/30/06	---		9/30/08	---		
I16-06	9/30/06	---		9/30/08	---		
I16-07	9/30/06	---		9/30/08	---		
I16-08	9/30/06	---		9/30/08	---		
I16-09	9/30/06	---		9/30/08	---		
I16-12	9/30/06	---		9/30/08	---		
I16-13	9/30/06	---		9/30/08	---		
Admin. Building	9/30/06	---		9/30/08	---		
Operations	9/30/06	---		9/30/08	---		
Man. Improvements	9/30/06	---		9/30/08	---		
Administration	9/30/06	---		9/30/08	---		
Fees & Costs	9/30/06	---		9/30/08	---		

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name Housing Authority of Champaign County						<input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revision No: 1
Development Number/Name/HA- Wide	Year 1 2003	Work Statement for Year 2 FFY Grant: 2004 PHA FY:	Work Statement for Year 3 FFY Grant: 2005 PHA FY:	Work Statement for Year 4 FFY Grant: 2006 PHA FY:	Work Statement for Year 5 FFY Grant: 2007 PHA FY:	
IL6-01			\$85,100.00	\$241,850.00	\$	
IL6-02			\$0.00	\$0.00	\$	
IL6-04			\$0.00	\$0.00	\$	
IL6-05			\$27,010.00	\$60,580.00	\$	
IL6-06	Annual	Annual	\$11,840.00	\$21,160.00	\$	
IL6-07	Statement	Statement	\$35,000.00	\$56,800.00	\$	
IL6-08			\$18,500.00	\$16,300.00	\$	
IL6-09			\$26,640.00	\$73,420.00	\$	
IL6-12			\$57,720.00	\$84,360.00	\$	
IL6-13			\$57,720.00	\$0.00	\$	
Admin. Bldg.			\$0.00	\$61,800.00	\$	
Manit. Facility			\$250,000.00	\$0.00	\$	
Operations			\$87,461.69	\$33,161.19	\$	
Manage. Improv.			\$50,000.00	\$50,000.00	\$50,000.00	
Administration			\$90,800.00	\$90,800.00	\$90,800.00	
Fees & Costs			\$75,000.00	\$75,000.00	\$75,000.00	
CFP Funds Listed for 5-year planning			\$908,000.00	\$908,000.00	\$908,000.00	
Replacement Housing Factor Funds						

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year : <u>4</u> FFY Grant: 2006 PHA FY:			Activities for Year: <u>5</u> FFY Grant: 2007 PHA FY:		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
IL6-01	Ceiling and exterior aluminum soffit renovation for bathroom exhaust fans.	\$33,000.00	IL6-01	Provide concrete patios	\$85,800.00
	Replacement of Gypsum wall board at exterior walls.	\$82,600.00	IL6-07	Install shower surrounds and shower valves	\$42,500.00
	Replace existing exterior siding with new material.	\$103,000.00	IL6-09	Replace kitchen cabinets	\$80,000.00
IL6-05	Replace gypsum board at exterior wall; paint.	\$32,600.00	IL6-12	Improve parking lot lighting	\$35,000.00
	Replace existing exterior siding with a new material.	501-04		Upgrade security system to digital	\$50,000.00
IL6-07	Upgrade security surveillance system to digital	501-03			
IL6-09	Sump Pump Connection to Storm Sewer (14 Sites)	501-03			
IL6-12	Upgrade security surveillance system to digital	\$50,000.00			
	Replace 3.5 gal. Per flush water closets with 1.6 gal. Per flush type	\$31,800.00			
Admin. Building	Replace boiler with new hi-efficiency unit	\$40,000.00			
Total CFP Estimated Cost		\$ 908,000.00			\$ 908,000.00

ATTACHMENT (D)

HOMEOWNERSHIP PLANS & PROGRAM

D. Homeownership Plans and Program

Qualifications for Homeownership Assistance

To qualify for assistance under the homeownership option –Section 8(y), a family must:

- Currently be on the Section 8 Rental Program and have been on the program for at least one year. The HACC realizes that finding and purchasing a home can be a lengthy process. If applicants on the Section 8 waiting list were permitted to participate in the homeownership option this would cause the HACC several significant challenges (such as defining a realistic search term without causing adverse impact on utilization rates and administrative fees) that would not exist if the HACC limits the homeownership option to current Section 8 participants.
- Family must be in good standing. In other words no debt is owed to the PHA or landlord, and family has not violated any of the Obligations of the Family as stated on the Section 8 Rental Voucher.
- If the family is presently in a lease, the family must be released from the lease by the landlord in order to participant in the homeownership program. The family may leave no outstanding debt to the owner.

The one-move per year requirement for the Regular Section 8 Rental Voucher Program is waived, if the family has permission from his or her landlord to break the lease, in order to participant in the homeownership program. However, once family purchases home, this requirement will be set back into place. In other words the family participating in the homeownership program will be allowed one-move per year provided that family meets all requirements for Section 8(y).

- The family must qualify and enroll in the Family Self-Sufficiency Program (FSS) and must successfully complete the FSS program.
- Family must meet the special requirements for homeownership assistance as defined below:
 1. **Family must be First -Time Homeowner -**
The assisted family may not include any person who owned a “present ownership interest” in a residence of any family member during three (3) years before the commencement of homeownership assistance for the family. “First-time homeowner” includes a single parent or displaced homemaker who, while married, owned a home with his or her spouse, or resided in a home owned by his or her spouse.

However, Assistance may be provide for:

2. **A family that owns or is acquiring shares in a cooperative.** Section 8(y) authorizes homeownership assistance for a family that “owns or is acquiring shares in a cooperative.” The law allows assistance for a family that already owns cooperative shares before the start of Section 8 homeownership assistance, not just for a family that acquires cooperative shares for the first time with the support of such assistance.

In this respect, the law treats ownership of cooperative membership different from ownership of title to the home. However, because a family must already be on the Section 8 rental program before they are allowed to participate in Section 8(y) and because the Section 8 Administrative Plan only allows cooperatives (special housing types) as a reasonable accommodation for persons with disabilities for the Section 8 Rental program, in order for an Section 8 participant already to have shares in a cooperative, the participant must be a person with disabilities or have in their household a person with disabilities. However, a current Section 8 rental participant who wishes to purchase a cooperative may do so with the homeownership assistance.

A family containing a family member with disabilities who requires homeownership assistance as a reasonable accommodation is eligible for the homeownership option regardless of whether the family is a cooperative member or a first-time homeowner.

3. The family has not defaulted on a mortgage securing debt to purchase a home under the homeownership option.
4. **The family satisfies the minimum income requirements** - The rule established a National Minimum Income requirement, which equals **2,000 hours of annual full-time work at Federal Minimum Wage.** Adult family members who will own the home at the start of the homeownership assistance must have gross annual income that is not less than the minimum income requirement.

Presently minimum wage is \$5.25 per hour
Family must have a minimum annual income of \$10,500.

- Income to be counted towards meeting minimum income requirements must come from sources other than welfare assistance.
The HACC may count welfare assistance towards minimum income requirement for an Elderly or Disabled Family. (In order for welfare assistance to be counted towards meeting minimum income requirement the Head of Household or Spouse must meet the statutory

definition of an Elderly or Disabled Family as defined by HUD and can be found in the Section 8 Administrative Plan.)

The rule clarifies that the requirement to disregard welfare assistance income only applies in determining whether a family has the minimum income to qualify for homeownership assistance. Welfare assistance income is counted for other program purposes such as calculating the amount of the family's total tenant payment (gross family contribution) and in calculating the amount of the monthly homeownership payment for a family.

The minimum income requirement only applies upon initial qualification to purchase a home and not as a continuing requirement. In other words, once the family is receiving homeownership assistance, the family is not required to meet the minimum income. However, should the family desire to purchase another home while receiving homeownership assistance, the family would need to meet the minimum income requirement.

5. **Family must satisfy employment requirements** - Family must demonstrate that one or more adult members of the family who will own the home at commencement of assistance is currently employed on a full-time basis and has been continuously employed during the year before commencement of homeownership assistance. Full-time employment is defined as not less than an average of 30 hours per week and continuously employed during the year prior to the commencement of the assistance.

PHAs have been given the discretion to determine whether (and to what extent) an employment interruption (small breaks in service) is considered permissible in satisfying the employment requirement.

The HACC in considering the local practice of employment has defined "small breaks in service" to be not more than (3) consecutive months or not more than (4 ½) months within a twelve month period provided that family returns to same employer. However, the HACC realizes that a family may leave one job and become employed with another company. This is permissible provided that the break in service is not more than (1) month. In addition, the HACC will consider self-employment as meeting the employment requirements provide that there are no breaks in service for more than (1) month.

- **The employment requirement does not apply to an elderly family or a disabled family.** Furthermore, if a family, other than an elderly family or a disabled family, includes a person with disabilities, the HACC must grant an exemption from the employment requirement if it is determined that an exemption is needed as a reasonable accommodation so that the program is readily accessible to and usable by persons with disabilities. This

determination will be done on a case-by-case basis taking all factors into consideration. However, the law still requires the family meet the minimum income requirement. The requirement to count welfare assistance does not apply in the case of a family that includes a disabled person or elderly person who is not the Head of Household or spouse.

Rental Voucher Assistance to Homeownership Assistance

The procedures set forth in this section will explain how many Vouchers will be set aside for Section 8(y); The selection criteria for Section 8(y); Applicability of the Section 8 tenant-based voucher requirements to the homeownership option and Requirements for continuation of homeownership assistance; Maximum time to locate and purchase home; Recapture Policy; Policy of HAP to Lender; Requirements for continuation of homeownership assistance; Maximum term of homeownership assistance; Automatic termination of Homeownership Assistance; Policy on issuing rental voucher if family fails to purchase home; Procedure for families no longer wishing to participate in the Section 8(y) program; Portability

- Number of Vouchers to be used toward Section 8(y).
The Homeownership Program Section 8(y) is a new program established by the Final Rule dated September 12, 2000 and became effective on October 12, 2000. Due to the newness of this program, the HACC will initially limit 20 of its vouchers towards this program. This number may be increased if the program proves to be successful.
- **Selection criteria for Section 8(y).** The HACC will disseminate information regarding the Homeownership Program to all of its current participants. A Section 8 participant receiving voucher assistance may request the HACC to determine whether the family is eligible for Section 8 (y). The HACC will determine whether family is eligible for Section 8 (y) according to the program requirements set forth in this plan. The Homeownership Program will be on a first come first serve basis. In other words, the first family deemed eligible for the program will be afforded the opportunity to purchase a home with homeownership assistance. Once the 20 slots have been assigned, the HACC will suspend offering Section 8(y) until an opening may occur. Ex. Family in pre-assistance phase of program fails to purchase a home. After which time, the HACC will simultaneously notify all current Section 8 participants, who have been on the program for one year, of the availability of the homeownership program and will offer the slot(s) to the first eligible family who has notified the HACC, in writing, of their interest in the program.
- **Applicability of Section 8 Tenant-Based requirements to Homeownership Option.** Except for the sections listed below, the requirements of Rent and

Housing Assistance payments do not apply to assistance under the Homeownership Option:

1. Maximum subsidy
2. Examination of family income and composition
3. Utility allowance

In addition families participating in the Homeownership Program, in order to continue participation, must adhere to all Obligations of the Family (with the exception of any references to leases and landlords). All applicable rules defined in the Home Inspections section of this policy will be enforced. At the time of family's annual re-examination, the family must demonstrate to the HACC that all real property taxes, assessments, water taxes, etc. are current.

The HACC will perform a briefing session for the Homeownership Program and will explain:

- Where the family may purchase a unit
- How Portability works
- The advantages of moving to an area outside of a high concentration of poor families
- If the family includes a person with disabilities, the HACC will take appropriate steps to ensure effective communication during the briefing.

- **The maximum time allotted to purchase a home and close on the deal will be 180 days.** Families that fail to close on a home within 180 days will lose their option for homeownership. However they may continue receiving their Section 8 Rental assistance.
- **The Recapture of Homeownership Assistance** – The final rule provides for a recapture of a percentage of homeownership assistance provided to the family upon the sale or refinancing of the home. Sales proceeds that are used by the family to purchase a new home with Section 8 Assistance are not subject to recapture. A family may refinance, **only with the HACC's approval**, to take advantage of lower interest rates, or better mortgage terms, without any recapture penalty. Only those proceeds realized upon refinancing that are retained by the family (for example during a “cash-out” of the refinanced debt) are subject to the recapture provision. Upon purchase of the home, a family receiving homeownership assistance must execute documentation as required by HUD, and consistent with State and local law, that secures the HACC's right to recapture the homeownership assistance. The lien securing the recapture of homeownership subsidy may be subordinated to refinanced mortgage. The amount of homeownership assistance is subject to recapture shall automatically be reduced over a 10 year period, beginning one year from purchase date, in annual increments of 10

percent. At the end of the 10-year period, the amount of the homeownership assistance subject to recapture will be zero.

- **The HACC will send the Housing Assistance Payment directly to the lender.** If the assistance payment exceeds the amount due to the lender, the HACC will pay the excess amount directly to the family.
- **Automatic Termination of Homeownership Assistance.** The homeownership assistance will automatically terminate if no housing assistance payment has been made on the behalf of the family for 180 calendar days. However, the HACC may grant relief from this requirement in those cases where automatic termination would result in extreme hardship for the family. The criteria for the hardship exception are defined in Chapter 6 of the Section 8 Administrative Plan.
- **The Maximum term for homeownership assistance.** The maximum term limit on homeownership assistance is **15 years if the initial mortgage incurred to finance purchase a home has a term that is 20 years or longer. In all other cases, the maximum term of homeownership assistance is 10 years.** This term limitation is cumulative. In other words, if a current Section 8 (y) participant decides to purchase another home with homeownership assistance, the family will be given no additional years of homeownership assistance. The expiration date of the homeownership assistance will be 15 years or 10 years, which ever applies, from the date of initial participation of the Homeownership Program. This **maximum term for homeownership assistance does not apply to an elderly family or a disabled family.** In the case of an elderly family, this exception only applies if the family qualifies as an elderly family at the commencement of homeownership assistance. In the case of a disabled family, this exception applies if at any time during receipt of homeownership assistance the family qualifies as a disabled family.
- **Family may purchase one or more subsequent homes with continued Section 8 assistance.** This allowance is in effect provided that family has not defaulted on a mortgage securing debt incurred to purchase the home. HUD and the HACC believe that it is appropriate to permit family mobility in the homeownership program. Families may need to move for a number of reasons such as safer neighborhoods, better schools, changing space needs, or job proximity. However, the HACC may not begin homeownership assistance for occupancy of the new unit as long as any family member owns any title or other interest in the prior home.
- If family purchases a home under the Section 8 homeownership option and later decides that they prefer to live in a rental unit, the family will be issued a rental voucher provided that no mortgage loan default has occurred and the

family has met all obligations under the Section 8 program. The family must sell the home before the HACC may provide rental assistance.

- A family that defaults on a mortgage loan will be terminated from the Homeownership Program and will not be issued a Section 8 Rental Housing Choice Voucher.
- **Portability.** The family may purchase a unit outside of the HACC's jurisdiction, if the receiving PHA is administering a voucher homeownership program and is accepting new homeownership families. Generally, the portability procedures for the Housing Choice Voucher program apply to the homeownership option. All of the receiving PHA's administrative policies are applicable to the homeownership family. The family will be required to attend the briefing and counseling sessions required by the receiving PHA. The receiving PHA, not the HACC, will determine whether the financing for and the physical condition of the unit are acceptable.

Homeownership Counseling

Section 8(y) provides that a family that receives assistance under the homeownership option must participate and satisfactorily complete the pre-assistance homeownership and home counseling program approved by the PHA.

Topics for the HACC required pre-assistance counseling program include:

- How to obtain financing and loan pre-approval
- Advantage and disadvantage of homeownership
- Home maintenance
- Budgeting and money Management
- Credit counseling
- Types of mortgages and terms
- Role/importance of mortgage insurance
- How to select a home
- Advantage of purchasing outside of low-income areas
- Information on Fair Housing, including fair housing lending and local fair housing enforcement agencies
- Information about the Real Estate Settlement Procedures Act, state and Federal truth-in-lending laws, and how to identify and avoid loans with oppressive terms and conditions

The local Urban League office will provide the counseling. This is a HUD-Approved agency for homeownership and home counseling and is a free service.

Financing, Downpayments & Affordability of Purchase

Financing:

DRAFT

The family must secure their own financing provided that all standard underwriting requirements are met. The HACC will prohibit the following types of financing:

- Balloon payments mortgages
- Variable interest rate
- Seller financing (Other than non-profit organizations and financial lending institutions)
- Sellers that have been debarred, suspended, or subject to a limited denial of participation are prohibited to sale their homes to a potential Section 8 (y) participant.

The final rule provides that the contract of sale must contain a seller certification that the seller is not debarred, suspended, or subject to a limited denial of participation under 24 CFR part 24.

The HACC must approve all lenders, terms of financing, terms of any refinancing (including refinancing or financing for improvements or for repairs).

Downpayments:

The HACC will require downpayments of 3% of purchase price with 1% coming from the families' resources. (Families may use money accrued in FSS escrow fund for the downpayment) This is to ensure that families have a personal financial stake in the home, thus helping to minimize mortgage loan defaults. Families may receive as a gift the additional 2%, however, families will not be permitted to borrow the downpayment from any source or person.

Affordability of Purchase:

Most reputable lenders are very conscientious about the income to debt ratio in determining eligibility for home loans and will ensure that the family can afford such loan. As indicated above the lender as well as the terms of financing must be pre-approved by the HACC. Therefore, the HACC finds it unnecessary to determine the family's net income (gross income minus expenses). In addition the HACC finds it unnecessary to state a maximum percentage of how much of the family's income may goes towards mortgage payments. Again, this is with the understanding that financial institutions do not desire a default on the mortgage and will not grant a family a loan if the income to debt ratio is not within their ranges.

Allowable Homeownership Expenses

In the Homeownership Option: A family's allowable monthly expenses for the home, as determined by the HACC in accordance with HUD requirements, are as follows:

- Principal and interest on initial mortgage debt and any mortgage insurance premium incurred to finance purchase of home or any refinancing of such debt: **(The family must get prior approval from HACC to refinance home)**
- Real Estate taxes and public assessments on the home
- Home insurance
- Maintenance expenses
- Costs of major repairs and replacements, ex. Furnace; hot water heater; air conditioning; new roof;
- Principal and interest on mortgage debt incurred to finance major repairs or replacements or improvements for the home.
- Allowances for utilities (HACC will use voucher program utility allowance schedule)
- Costs of purchasing a cooperative unit may be included as an expense.
- If a member of the family is a person with disabilities, eligible homeownership expenses may include debt incurred to finance costs needed to make the home accessible for the family member, if the HACC determines that the allowance is needed as a reasonable accommodation.

Escrow funds accrued from participation in the FSS Program may be used towards any renovations or major repairs and replacement.

Home Inspections

As provided by statute, two types of physical inspections are required in the Homeownership Program (in addition to, and separate from, any lender required inspections):

1. **Housing Quality Standards Inspection** – The HQS inspection is to be performed prior to the family entering into a contract of sale. The HQS inspection is the normal initial inspection conducted by the HACC for the tenant-based rental assistance program. This inspection will point out the current physical condition of the unit and any repairs necessary to ensure that the unit is safe and otherwise habitable. The HQS inspection serves to ensure the family does not enter into a contract of sale or otherwise expend family resources for units that are ineligible for Section 8 Assistance. The HQS

inspection does not include an assessment of the adequacy and life span of the major building components, building systems, appliances, and other structural components.

The law only requires that a HQS inspection be performed before any homeownership assistance may be made. However, PHAs have been given the discretion to require any additional HQS inspections. The HACC feels that because the family will be receiving Section 8 assistance, the unit should meet HQS at all times. Therefore, an annual HQS inspection will be required and cooperation by the family is mandatory. The family will be subject to all applicable sections under Chapter 10 (Housing Quality standards and Inspections) of the Section 8 Administrative Plan.

- 2. Independent Professional Home Inspection** – The statute specifically requires that the contract of sale provide for a pre-purchase inspection by an Independent Professional Home Inspector. This inspection is conducted by a private market home inspector (not by PHA staff) that is experienced and qualified to conduct pre-purchase home inspections. The purpose of this inspection is to identify any defects and assess the adequacy and life span of major building components, building systems, appliances and other structural components.

It is the Section 8 family's responsibility to select the home inspector and pay any of the inspector's fees. (The source of funds for family payment of the home inspection is not restricted. It may be a gift, family savings or an inheritance, or other sources.) Although the HACC may not require the family to use a particular inspector, the HACC will require that the independent home inspector be certified by the American Society of Home Inspectors or a similar national organization. In addition, the independent home inspector must be an impartial third-party.

The HACC must then review the home inspector's report and to determine whether repairs are necessary prior to purchase and to assess whether the purchase transaction makes sense in light of the overall condition of the home and the likely costs of repairs and capital expenditures. The HACC will discuss with the family the results of the inspection and determine whether to disapprove the unit for assistance because of any major physical problems and substantial correction costs, or whether it is feasible to have the necessary repairs accomplished prior to sale.

Lease-Purchase Agreements

It is permissible to use Section 8 Homeownership Assistance for a family to purchase a home that the family previously occupied under a "lease-purchase agreement" – generally a lease with option to buy. HUD's philosophy on this

option is that the right to purchase title under a lease-purchase agreement does not constitute “present ownership interest”. Therefore, the family that holds an option to purchase **may exercise that option** (in other words must purchase the property) and receive assistance under the homeownership program. The family will be subject to the homeownership regulatory requirements at the time the family is ready to exercise the homeownership option under the lease-purchase agreement. At that time the HACC will determine whether the family meets homeownership program requirements as indicated in this policy. If family is deemed eligible according to this homeownership policy, the family will arrange for an independent home inspection, attend counseling sessions, and obtain financing. Homeownership assistance will begin when the family purchases the home and after all of the requirements of the homeownership option are met.

ATTACHMENT (E)

CERTIFICATION OF CONSISTENCY WITH CONSOLIDATED PLAN

**Hard Copy will be provided
to the Chicago Field Office**

ATTACHMENT (F)

COMMUNITY SERVICES PLAN

F. Community Service Plan

Chapter 16

COMMUNITY SERVICE

[24 CFR Part 960 Subpart F and 24 CFR 903.7]

INTRODUCTION

The Quality Housing and Work Responsibility Act of 1998 mandates PHA's to require that adults living in public housing comply with community service requirements.

A. REQUIREMENT

Each adult resident of the HACC shall:

Contribute 8 hours per month of community service (not including political activities) within the community in which that adult resides; or

Participate in an economic self-sufficiency program (defined below) for 8 hours per month; or

Perform 8 hours per month of combined activities (community service and economic self-sufficiency program)

B. EXEMPTIONS

The HACC shall provide an exemption from the community service requirement for any individual who:

- Is 62 years of age or older;
- Is a blind or disabled individual as defined under Section 216[i][1] or 1614 of the Social Security Act, and who is unable to comply with this section, or is the primary caretaker of such individual;
- Is engaged in a work activity as defined in Section 407[d] of the Social Security Act;
- Meets the requirements for being exempted from having to engage in a work activity under the State program funded under part A of the Social Security Act, or under any other welfare program of the State in which the public housing agency is located, including a State-administered welfare-to-work program; or

- Is in a family receiving assistance under a State program funded under part A of the Title IV of the Social Security Act, or under any other welfare program of the State in which the public housing agency is located, including a State-administered welfare-to-work program, and has not been found by the State or other administering entity to be noncompliance with such program.

The HACC will re-verify exemption status annually except in the case of an individual who is 62 years of age or older.

The HACC will permit residents to change exemption status during the year if status changes.

C. DEFINITION OF ECONOMIC SELF-SUFFICIENCY PROGRAM

For purposes of satisfying the community service requirement, participating in an economic self-sufficiency program is defined, in addition to the exemption definitions described above, by HUD as: Any program designed to encourage, assist, train or facilitate economic independence of assisted families or to provide work for such families.

These economic self-sufficiency programs can include, but are not limited to:

- Job Training
- Employment counseling
- Work Placement
- Basic Skills Training
- Education
- English Proficiency
- Workfare, Financial or Household Management
- Apprenticeship
- Or any other program necessary to ready a participant to work (such as substance abuse or mental health treatment).

In addition to the HUD definition above, the HACC definition includes any of the following:

Participating in the Family Self-Sufficiency Program and being current in the steps outlined in the individual Training and Services Plan.

Participation in approved HTVN Satellite Training.

Other activities as approved by the PHA on a case-by-case basis.

The HACC will give residents the greatest choice possible in identifying community service opportunities.

The HACC will consider a broad range of self-sufficiency opportunities.

D. ANNUAL REDETERMINATIONS

Requirement - For each public housing resident subject to the requirement of community service, the HACC shall, 30 days before the expiration of each lease term, review and determine the compliance of the resident with the community service requirement.

Such determination shall be made in accordance with the principles of due process and on a nondiscriminatory basis.

The HACC will verify compliance annually. If qualifying activities are administered by an organization other than the HACC, the HACC will obtain verification of family compliance from such third parties.

Family members will not be permitted to self-certify that they have complied with community service requirements.

E. NONCOMPLIANCE

If the HACC determines that a resident subject to the community service requirement has not complied with the requirement, the HACC shall notify the resident of such noncompliance, and that:

The determination of noncompliance is subject to the administrative grievance procedure under the HACC's Grievance Procedures; and

Unless the resident enters into an agreement to comply with the community service requirement, the resident's lease will not be renewed, and

The HACC may not renew or extend the resident's lease upon expiration of the lease term and shall take such action as is necessary to terminate the tenancy of the household, unless the HACC enters into an agreement, before the expiration of the lease term, with the resident providing for the resident to cure any noncompliance with the community service requirement, by participating in an economic self-sufficiency program for or contributing to community service as many additional hours as the resident needs to comply in the aggregate with such requirement over the 12-month term of the lease.

Ineligibility for Occupancy for Noncompliance

The HACC shall not renew or extend any lease, or provide any new lease, for a dwelling unit for any household that includes an adult member who was subject to the community service requirement and failed to comply with the requirement.

F. HACC RESPONSIBILITY

The HACC will ensure that all community service programs are accessible for persons with disabilities.

The PHA will ensure that:

- The conditions under which the work is to be performed are not hazardous;
- The work is not labor that would be performed by the HACC's employees responsible for essential maintenance and property services; or
- The work is not otherwise unacceptable.

G. HACC IMPLEMENTATION OF COMMUNITY SERVICE REQUIREMENT

The HACC will administer its own community service program, with cooperative relationships with other entities.

The HACC will administer the community service program through contracts and collaborative agreements with volunteer and community agencies.

The HACC will provide to residents a brochure of community service and volunteer opportunities available throughout the community.

The HACC will administer the community service requirement under this subsection through a cooperative working relationship with the Resident Council and /or RAB Board.

The HACC may contract to a number of third parties to administer the community service program. Contractors will be chosen to perform the following functions:

- Case management and monitoring
- Placement in community service positions
- Liaison to volunteer agencies
- Drug and Alcohol counseling
- Community service activities in public housing developments

ATTACHMENT (G)

RESIDENT BOARD MEMBER

G. Resident Board Member

The Housing Authority of Champaign County has on its Board of Commissioners one (1) resident. The resident representative is:

Ladine Shelby
811 N. Willis St.
Champaign, Illinois 61821

ATTACHMENT (H)

LISTING OF RESIDENT ADVISORY OFFICERS OF THE BOARD

H. Listing of Resident Advisory Board Members

**LISTING OF RESIDENT ADVISORY
BOARD MEMBERS**

ELECTED BOARD MEMBERS	ADDRESS
Margaret Neil (Board Chair) (Joann Dorsey Homes)	1115-D Dorsey Drive Champaign, Il. 61821
Leora Perkins (Washington Square)	108 W. Washington#502 Champaign, Il 61820
Bertha Nelson (Washington Square)	108 W. Washington#307 Champaign, Il 61820
Pauline Pelmore-Alternate (Columbia Place)	501 E. Columbia Place Champaign, Il 61820 #7
Catherine "Kay" Fiedler (Youman Place)	#4 Youman Place Rantoul, Il. 61866
Patricia Jones-Alternate (Youman Place)	#2 Youman Place Rantoul, Il. 61866
Francie Gilmore (Lakeside Terrace)	#80 Lakeside Terrace Urbana, Il. 61801
Dionisha Terry-Alternate (Joann Dorsey Homes)	1112-F Dorsey Drive Champaign, Il. 61821
Naomi Witherspoon (Sarg. at Arms) (Oscar Steer Place)	1202 East Harding Urbana, Il. 61801 #605
Delores Roundtree (Dunbar Court)	#03 Dunbar Court Urbana, Il. 61801
Ruby White-Alternate (Dunbar Court)	#07 Dunbar Court Urbana, Il. 61801
Ruth Jones (Burch Village)	#51 Burch Village Champaign, Il. 61820
Diane Hunter-Alternate (Burch Village)	#22 Burch Village Champaign, Il 61820
Ophelia Phillips (HACC Staff Member)	205 W. Park Ave. Champaign, Il 61820

**COMPLETED BY: Margaret Neil
OCTOBER 23, 2003**

ATTACHMENT (I)

DRUG ELIMINATION BUDGET & PLAN

I. Drug Elimination Budget and Plan

Public Housing Drug Elimination Program Plan

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

Section 1: General Information/History

- A. Amount of PHDEP Grant: \$148,889.00 - ILDEP006101
- B. Eligibility type (Indicate with an "x") N1 _____ N2 _____ R X
- C. FFY in which funding is requested: 2003
- D. Executive Summary of Annual PHDEP Plan:

The goal of the Drug Elimination Program is to reduce the number of experiences that place children and their families at risk for substance abuse. The most serious risk conditions present in the population of our public housing communities are: high levels of poverty, early aggressive behavior, poor peer interaction, poor parenting skills and supervision, weak commitment to education, frequent conflicts in the family, community norms which favor violence or look favorably on drug use, use of firearms, and/or crime, high unemployment and less involvement of children and youth in structured, positive programs. This agency continues to work cohesively with the residents, local agencies and organizations, city officials and local law enforcement departments to combat crime, drugs and gang activities. This is accomplished through year round activities for children with the Don Moyer's Boys and Girls Clubs, Champaign and Urbana Park Districts, the local YMCA, and various other program vendors. In addition, we have partnered with the "Talk Mentoring Program" which provides one on one mentoring to elementary school children throughout the catchment area and various other programs offering services needed by our residents.

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)
Burch Village; Dunbar Court; Columbia; Joann Dorsey; Skelton; Washington; Steer; Youman; Scattered Sites (All PHA developments in the cities of Champaign and Urbana)	603 Total Units	1,274 To Date

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/ Completion Date
FY 1995	\$250,000	IL06DEP0060195	\$0	NO	N/A
FY 1996	\$250,000	IL06DEP0060196	\$0	NO	N/A
FY 1997	\$182,100	IL06DEP0060197	\$0	NO	N/A
FY 1998	\$182,100	IL06DEP0060198	\$0	YES	12/00
FY 1999	\$138,909	IL06DEP0060199	\$0	NO	06/01
FY 2000	\$138,909	IL06DEP0060100	\$0	NO	09/02
FY 2001	\$148,338	IL06DEP0060101	\$60,506.58	NO	12/03

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

The Drug Elimination Program, under the Resident Services Department of the Housing Authority of Champaign County, is a primary prevention and intervention initiative serving the adults and youth residents of public housing. The focus is to provide residents with resources and tools of prevention of drug abuse and related crime activity. This program focuses on the education and security of the entire public housing population. To ensure that goals are reached a community wide partnership has been developed and activities are developed in cooperation with the Drug Elimination Study Group.

B. PHDEP Budget Summary

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

FY 2003 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	\$12,000.00
9115 - Special Initiative (Security Equipment)	\$5,000.00
9120 - Security Personnel	\$0
9130 - Employment of Investigators	\$0
9140 - Voluntary Tenant Patrol	\$0
9150 - Physical Improvements	\$0
9160 - Drug Prevention	\$68,000.00
9170 - Drug Intervention	\$53,889.00
9180 - Drug Treatment	\$0
9190 - Other Program Costs	\$10,000.00
TOTAL PHDEP FUNDING	\$148,889.00

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					Total PHDEP Funding: \$12,000.00		
Goal(s)	Reduce Crime on Developments/Community Policing in Urbana						
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Urbana Police Dept.			Ongoing		\$12,000	\$0	Area Crime Statistics
2.							

9115 - Special Initiative/Security					Total PHDEP Funds: \$5,000.00		
Goal(s)	Create a safe environment in and around all developments.						
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Various			Ongoing		\$5,000	\$0	Bidding Reports; Meetings; and Conferences
2.							

9160 - Drug Prevention					Total PHDEP Funding: \$68,000.00		
Goal(s)	To service a population crime and drugs tend to target far greater than any other.						
Objectives	To keep our youth involved in programs that will keep them focused on a positive future.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Various			Ongoing		\$68,000	\$0	Monthly Reports/Stats Student Grades; Update Reports
2.							

9170 - Drug Intervention					Total PHDEP Funding: \$53,889.00		
Goal(s)	To service a population crime and drugs tend to target far greater than any other.						
Objectives	To keep our families involved in programs that will keep them focused on a positive future.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Various			Ongoing		\$53,889		Monthly Reports/Stats Student Grades; Update Reports

9190 - Other Program Costs					Total PHDEP Funds: \$10,000.00		
Goal(s)	Provide Youth and Adults with positive activities while enhancing their self-esteem through various programs.						
Objectives	Create Programs and Training in hopes of leading PH residents on a path to self-sufficiency.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Various Activities			Ongoing		\$10,000	\$0	Reports; Level of Participation; Letters; Invitations