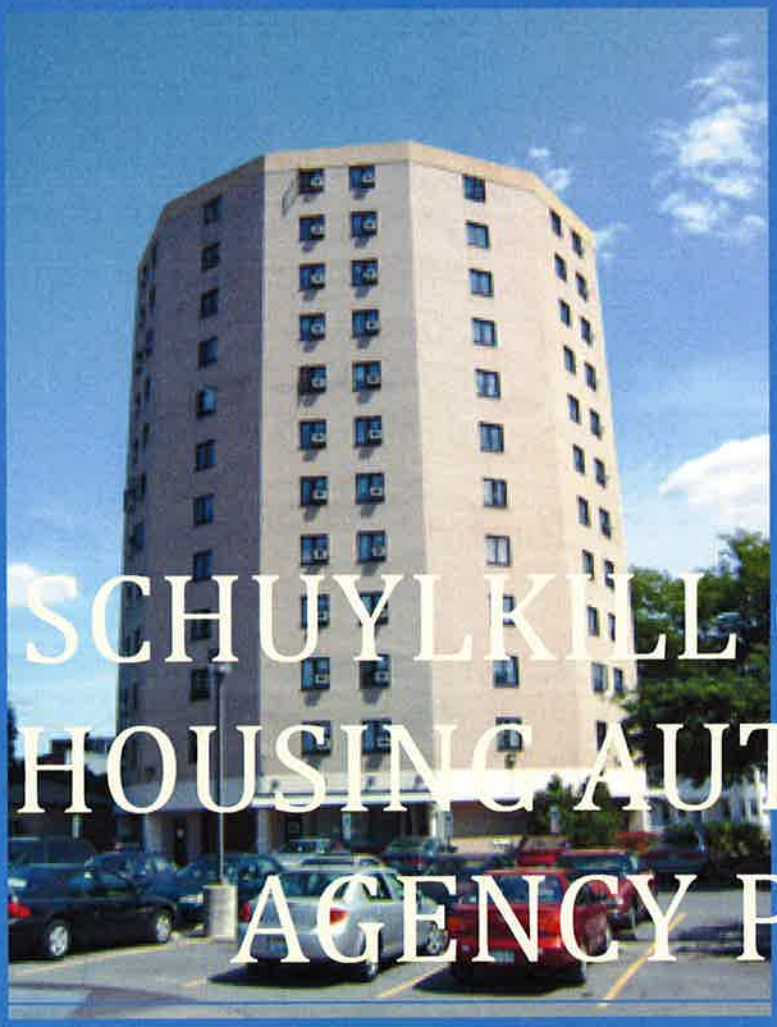

SCHUYLKILL COUNTY HOUSING AUTHORITY AGENCY PLAN

2016 AGENCY PLAN NARRATIVE

Prepared by: T. Elias & Associates

EQUAL HOUSING OPPORTUNITY

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011

1.0 PHA Information

PHA Name: **Schuylkill County Housing Authority** PHA Code: **PA016**

PHA Type: ☐ Small ☒ High Performing ☐ Standard ☐ HCV (Section 8)

PHA Fiscal Year Beginning: (MM/YYYY): **04/2016**

2.0 Inventory (based on ACC units at time of FY beginning in 1.0 above)

Number of PH units: **609** Number of HCV units: **631**

3.0 Submission Type

☒ 5-Year and Annual Plan ☐ Annual Plan Only ☐ 5-Year Plan Only

4.0 PHA Consortia ☐ PHA Consortia: (Check box if submitting a joint Plan and complete table below.)

Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
				PH	HCV
PHA 1:					
PHA 2:					
PHA 3:					

5.0 5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.

5.1 Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years:

The mission of the Schuylkill County Housing Authority is: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination

5.2 Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

See "Progress in Meeting Mission Goal" section of this Plan

6.0 PHA Plan Update

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

1. **Admission and Occupancy Policy**
2. **Administrative Plan**
3. **Flat Rents**
4. **HCV Payment Standards**

(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

The SCHA 2016 Annual Plan may be obtained by the public, including updates, at each Asset Management Project (AMP) and the main office of the Authority at 245 Parkway, Schuylkill Haven, Pennsylvania. SCHA also provided each Commissioner and Advisory Council member with a copy of its 2016 Annual Plan and Five-Year Plan.

7.0	**Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.** *Include statements related to these programs as applicable.* **Homeownership: The Housing Authority has included procedures in its Administrative Plan to administer a Homeownership Program utilizing its Housing Choice Vouchers if there is a determination of need.** **Project-based Vouchers: The Housing Authority wishes to use the project-based voucher program, on an as needed basis not to exceed the HUD limitations, throughout Schuylkill County in accordance with the Section 8 Housing Voucher Administrative Plan as amended.**
8.0	**Capital Improvements.** Please complete Parts 8.1 through 8.3, as applicable. **SEE HUD FORM 50075.2 APPROVED BY HUD ON APRIL 13, 2015 AND AMENDED AUGUST 28, 2015 (LETTERS ATTACHED)**
8.1	**Capital Fund Program Annual Statement/Performance and Evaluation Report.** As part of the PHA 5-Year and Annual Plan, annually complete and submit the *Capital Fund Program Annual Statement/Performance and Evaluation Report,* form HUD-50075.1, for each current and open CFP grant and CFFP financing. **To be submitted with the ACC Capital Fund Amendment**
8.2	**Capital Fund Program Five-Year Action Plan.** As part of the submission of the Annual Plan, PHAs must complete and submit the *Capital Fund Program Five-Year Action Plan,* form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. **To be submitted with the ACC Capital Fund Amendment**
8.3	**Capital Fund Financing Program (CFFP).** ☐ Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.
9.0	**Housing Needs**. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. **See Component One of this Plan for Housing Needs information**

9.1	**Strategy for Addressing Housing Needs**. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.** **See Component One of this Plan for SCHA's Strategy for Addressing Housing Needs**
10.0	**Additional Information**. Describe the following, as well as any additional information HUD has requested. (a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan. **See Section 5.2 Above** (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" **See Component 18 "Additional Information" Significant Amendment and Substantial Deviation/Modification definition.**

11.0	**Required Submission for HUD Field Office Review**. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Faxed copies of these documents will not be accepted by the Field Office. (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights) (b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only) (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only) (d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only) (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only) (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. (g) Challenged Elements (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only) (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only)

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

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

Instructions form HUD-50075

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

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

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

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

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

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

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

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

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

(a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.

(b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central off ice of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

PHA Plan Elements. (24 CFR 903.7)

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

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.

3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.

4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.

5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.

6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.

7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**

8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to

be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

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

10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.

12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.

13. **Violence Against Women Act (VAWA).** A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

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

(a) Hope VI or Mixed Finance Modernization or Development. 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at:
http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm

(b) Demolition and/or Disposition. With respect to public housing projects owned by the PHA and subject to ACCs under the Act: **(1)** A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and **(2)** A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at:
http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm
Note: This statement must be submitted to the extent **that approved and/or pending** demolition and/or disposition has changed.

(c) Conversion of Public Housing. With respect to public housing owned by a PHA: **1)** A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or that the public housing agency plans to voluntarily convert; **2)** An analysis of the projects or buildings required to be converted; and **3)** A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at:
http://www.hud.gov/offices/pih/centers/sac/conversion.cfm

(d) Homeownership. A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.

(e) Project-based Vouchers. If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

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

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

(a) To submit the initial budget for a new grant or CFFP;

(b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and

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

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

1. At the end of the program year; until the program is completed or all funds are expended;

2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and

3. Upon completion or termination of the activities funded in a specific capital fund program year.

8.2 Capital Fund Program Five-Year Action Plan

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

8.3 Capital Fund Financing Program (CFFP). Separate, written HUD approval is required if the PHA proposes to pledge any portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at: http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm

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

9.1 Strategy for Addressing Housing Needs. Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **(Note:** Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).

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

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

(b) Significant Amendment and Substantial Deviation/Modification. PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

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

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

(a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*

(b) Form HUD-50070, *Certification for a Drug-Free Workplace* **(PHAs receiving CFP grants only)**

(c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* **(PHAs receiving CFP grants only)**

(d) Form SF-LLL, *Disclosure of Lobbying Activities* **(PHAs receiving CFP grants only)**

(e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* **(PHAs receiving CFP grants only)**

(f) Resident Advisory Board (RAB) comments.

(g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.

(h) Form HUD-50075.1, ***Capital Fund Program Annual Statement/Performance and Evaluation Report*** **(Must be attached electronically for PHAs receiving CFP grants only).** See instructions in 8.1.

(i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* **(Must be attached electronically for PHAs receiving CFP grants only).** See instructions in 8.2.

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SCHUYLKILL COUNTY HOUSING AUTHORITY AGENCY PLAN

AGENCY PLAN NARRATIVE

Background

The Schuylkill County Housing Authority is a Housing Authority created under a charter from the Commonwealth of Pennsylvania. The function of the Authority is to provide decent, safe and sanitary housing for low-income residents of Schuylkill County, exclusive of the City of Pottsville. The Housing Authority has 609 Public Housing units at nine different sites. It also has a Section 8 Housing Choice Voucher Program of 631 Vouchers. The Authority has a non-profit corporation, Schuylkill County Housing Development Corporation. The purpose is to provide additional housing opportunities to low-income residents of Schuylkill County. There are presently three properties under the auspices of the non-profit, with additional properties to be purchased.

The Public Housing Agency Plan is a plan that informs HUD, residents, and the public of the Schuylkill County Housing Authority's (SCHA) mission for serving the needs of low-income and very low-income families and SCHA's strategy for addressing those needs. The Authority has prepared a 5-year plan (2016-2020) for tenant-based assistance and public housing programs and an annual plan for 2016 to supplement the 5-year plan.

The PHA Plan process was established by section 5A of the United States Housing Act of 1937 (42 U.S.C. 1437 et seq.). Section 5A(b) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c-1(b)) was amended by the 2008 Housing and Economic Recovery Act (HERA), Sections 2701 and 2702, Small Public Housing Authorities Paperwork Reduction Act.

Progress in Meeting Mission Goals and Objectives

The following summarizes SCHA's quantifiable goals and objectives that will enable SCHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Included in this report on the progress SCHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

SCHA Goal: Expand the supply of assisted housing

Objectives:

- Maximize lease-up rates in the Section 8/HCV program subject to budget authority
- Apply for additional rental vouchers:
- Reduce public housing vacancies:
- Leverage private or other public funds to create additional housing opportunities:

The Authority has made major improvements to the Schuylkill Haven High Rise to meet the needs of current residents and make the units more marketable, including the replacement of the kitchen cabinets, countertops, sinks and water-saving faucets in 110 units.

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

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

The Authority applied for additional public funds to create additional housing opportunities. Most recently, the authority was awarded an Act 137 grant, in the amount of $39,000 allocated for modernization work at the Schuylkill Haven High Rise. In the past, the Authority also received another Act 137 grant in the amount of $41,744 which was used in combination with capital funds at the Schuylkill Haven High Rise for the installation of energy efficient improvements to the units and building as noted above. The Authority received an Act 137 grant in the amount of $50,000 which was used in combination with capital funds at the Minersville High Rise for elevator modernization. The Authority received an Act 137 grant in the amount of $20,000 which will be used in combination with capital funds at the Minersville High Rise for the community room renovations.

SCHA Goal: Improve the quality of assisted housing

Objectives:

- Rehabilitation of the existing public housing stock in a manner that is sensitive to the need for accessibility to and visitability by persons with disabilities;
- Increase customer satisfaction:
- Maximize the use of Capital Funds and other resources to renovate or modernize public housing units, subject to budget authority and funding levels:
- Improve energy efficiency:

In addition to the improvements noted above, the Housing Authority has upgraded a unit at the Schuylkill Haven Family development to meet ADA standards for persons with disability and installed carbon monoxide detectors in all public housing units in conformance with the Pennsylvania Carbon Monoxide Detector Law.

The Authority has made other significant improvements to sustain the viability and livability of its public housing units and to maximize the ever shrinking Capital Funds, including:

- Installation of steel doors at the St. Clair family development;

- Installation of new energy efficient lighting at the Schuylkill Haven family development; installation of energy efficient windows at the Schuylkill Haven family development;

- Elevator upgrades at the Shenandoah High Rise using energy efficient equipment.
- Installation of three modern energy efficient oil fired boilers along with other energy efficient equipment for the heating and hot water systems.
- Upgrades to 77 bathrooms using energy efficient fixtures.
- Elevator modernization work at the Ashland High Rise using energy efficient equipment. An Act 137 grant in the amount of $50,000 was awarded and allocated for this work;
- New energy efficient lights have been installed at the Coaldale Development both in all 48 units and the exterior lighting.
- ADA accessible sidewalks and ADA patio furniture – Schuylkill Haven High Rise
- ADA office and community room renovations – Shenandoah High Rise
- Energy efficient lighting and heating system thermostats – Shenandoah High Rise
- Energy efficient windows, community room renovations and ADA office – Minersville High Rise
- Hot water boiler replacement – Minersville High Rise
- Electrical panel modernization – Cass-Minersville Family Development
- Energy efficient lighting at the Cass-Minersville Family Development,
- New kitchens and bathrooms at the Schuylkill Haven Family Development,
- Energy efficient lighting at the Schuylkill Haven High Rise with new windows in the community room
- New thermostats and new windows at the Coaldale Family Development.
- Smoke detector replacement at all developments – all units and common areas.
- Energy Efficiency Lighting Modernization at the Shenandoah Family Development and Ashland High Rise.
- Residential Dwelling Addition at the Schuylkill Haven Family Development – ADA bathroom and one bedroom.
- ADA Renovations to one bathroom at the Schuylkill Haven High Rise.
- Cass-Minersville Family Development – converted two units into a four bedroom unit.
- Elevator modernization at the Schuylkill Haven High Rise.

- Elevator modernization at the Minersville High Rise
- Energy efficient lighting in all units and common areas at the Minersville High Rise.
- New exhaust fans and patio furniture at the Minersville High Rise
- New meter and water valves at St. Clair Family Development.
- Three new energy efficient oil fired boilers at the Coaldale Housing Development.

Status: Capital Fund Program is proceeding on schedule.

Capital Fund Program Status as of 08/31/2015		
FFY	*% Obligated*	*% Expended*
2013	*100%*	*100%*
2014	*98%*	*85%*
2015	*38%*	*13%*

SCHA Goal: Increase assisted housing choices

Objectives:
- Increase voucher payment standards
- Implement voucher homeownership program:

The Authority has also performed the rent reasonableness and HQS inspections for the Emergency Shelter Grant Program through Schuylkill County to ensure consistency with HUD requirements for the Housing Voucher Program.

SCHA Goal: Provide an improved living environment

Objectives:
- Conduct Radon Testing to ensure a safe living environment for the residents
- Implement public housing security improvements:

The Authority will undertake Radon Testing, as recommended by the recent environmental review, in its public housing developments with FY 2016 Capital Funds to ensure a safe living environment for the residents.

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

The Authority will evaluate the need to deprogram units with HUD approval, for undercover drug investigative work.

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

Objectives:

- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Promote self-sufficiency and assist families to obtain supportive services through the various service agencies with which the Housing Authority has inter-agency agreements.

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

Food banks have been established and will be continued at all developments for eligible families.

SCHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

Continue to provide suitable living environments regardless of race, color, religion, national origin, sex, sexual orientation, gender identity, marital status, or disability. Continue to make special outreach efforts to house disabled persons in handicapped housing through the Anthracite Center for Independent Living. Continue to work closely with Career Link, Schuylkill Community Action, VASH, the REDCo Group, Senior Services, Department of Public Welfare, Service Access Management, Allied Services, Schuylkill MH/MR and LHOT (Local Housing Options Team).

Components of the PHA Plan

Component One: Housing Needs

The first component of the Agency Plan identifies the housing needs of income-eligible families who reside in the jurisdiction served by the Housing Authority, as well as of families who are on the public housing and Section 8 program waiting lists. The component asks for information on categories of income-eligible families, including: families of different income levels, elderly families, families with members with disabilities, and households of any races or ethnic groups that have greater housing needs than average for the jurisdiction. The final part of this component describes the various strategies the Housing Authority will undertake in the coming year in order to address the needs that have been identified.

Housing Needs of Families in the Jurisdiction/s Served by SCHA

Based upon the information contained in the American Community Survey of 2011 applicable to the jurisdiction, and/or other data available to SCHA, provide a statement of the housing needs in the jurisdiction by completing the following table.

Subject	Schuylkill County, Pennsylvania		
	Occupied housing units	Owner-occupied housing units	Renter-occupied housing units
	Estimate	Estimate	Estimate
Occupied housing units	60,018	46,013	14,005
HOUSEHOLD INCOME IN THE PAST 12 MONTHS (IN 2011 INFLATION-ADJUSTED DOLLARS)			
Less than $5,000	1.9%	1.4%	3.5%
$5,000 to $9,999	3.0%	2.0%	6.0%
$10,000 to $14,999	6.9%	5.0%	12.9%
$15,000 to $19,999	7.0%	5.4%	12.0%
$20,000 to $24,999	8.2%	7.0%	12.3%
$25,000 to $34,999	11.5%	9.9%	17.0%
$35,000 to $49,999	13.6%	14.0%	12.2%
$50,000 to $74,999	22.0%	23.6%	16.6%
$75,000 to $99,999	13.4%	16.0%	4.7%
$100,000 to $149,999	8.9%	11.3%	1.0%
$150,000 or more	3.7%	4.3%	1.7%
Median household income (dollars)	47,437	55,234	26,522
MONTHLY HOUSING COSTS			
Less than $100	0.1%	0.1%	0.2%
$100 to $199	1.6%	1.6%	1.3%
$200 to $299	5.6%	5.1%	6.9%
$300 to $399	10.3%	12.4%	3.5%
$400 to $499	11.6%	11.2%	12.8%
$500 to $599	12.4%	11.5%	15.4%
$600 to $699	11.7%	9.0%	20.5%
$700 to $799	8.6%	7.5%	12.3%
$800 to $899	6.1%	5.8%	7.1%
$900 to $999	3.7%	4.0%	2.6%

Subject	Schuylkill County, Pennsylvania		
	Occupied housing units	Owner-occupied housing units	Renter-occupied housing units
	Estimate	Estimate	Estimate
$1,000 to $1,499	14.7%	18.1%	3.3%
$1,500 to $1,999	6.4%	8.3%	0.3%
$2,000 or more	4.1%	5.4%	0.0%
No cash rent	3.2%	(X)	13.7%
Median (dollars)	658	689	613
MONTHLY HOUSING COSTS AS A PERCENTAGE OF HOUSEHOLD INCOME IN THE PAST 12 MONTHS			
Less than $20,000	16.7%	13.2%	28.0%
Less than 20 percent	1.1%	1.3%	0.8%
20 to 29 percent	3.7%	2.9%	6.2%
30 percent or more	11.9%	9.1%	21.0%
$20,000 to $34,999	18.9%	16.9%	25.8%
Less than 20 percent	4.7%	5.4%	2.2%
20 to 29 percent	6.7%	4.2%	14.9%
30 percent or more	7.6%	7.2%	8.7%
$35,000 to $49,999	13.1%	14.0%	10.4%
Less than 20 percent	7.1%	7.6%	5.3%
20 to 29 percent	4.0%	3.8%	4.7%
30 percent or more	2.1%	2.6%	0.4%
$50,000 to $74,999	21.3%	23.6%	13.8%
Less than 20 percent	14.9%	15.5%	13.0%
20 to 29 percent	3.9%	4.9%	0.8%
30 percent or more	2.5%	3.3%	0.0%
$75,000 or more	25.7%	31.6%	6.0%
Less than 20 percent	19.8%	24.0%	6.0%
20 to 29 percent	4.9%	6.4%	0.0%
30 percent or more	1.0%	1.3%	0.0%
Zero or negative income	1.0%	0.6%	2.3%
No cash rent	3.2%	(X)	13.7%
PERCENT IMPUTED			
Tenure	0.7%	(X)	(X)
Monthly housing costs	(X)	32.0%	(X)
Gross rent	(X)	(X)	17.2%

Sources for information: U.S. Census Bureau, 2011, American Community Survey Data

Schuylkill County

Household Income

Percent of Total Households		
Annual Income	2000	2006-2010
Less than $10,000	11.3%	7.2%
$10,000 to $24,999	26.8%	22.0%
$25,000 to $49,999	32.9%	29.0%
$50,000 to $99,999	24.5%	31.2%
$100,000 to $199,999	3.5%	9.9%
$200,000 or more	0.9%	0.7%

Housing Characteristics

Year	Households	Owner-Occupied Households	Renter-Occupied Households	Homeownership Rate	Median Year Structure Built	Housing Units per Sq. Mile	Persons per Household
2000	60,530	47,198	13,332	78.0%	1940	87.1	2.36
2010	60,192	45,496	14,696	75.6%	1940	89.0	2.35

Housing Affordability

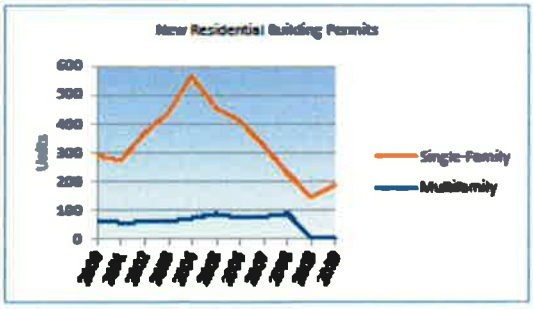
Rental Housing			
Year(s)	Median Renter Income	2-Bedroom Gross Rent Estimate	% of Median Renter Income to Rent 2-Bedroom Apartment
2000	$19,372	$449	27.8%
2006-2010	$22,876	$539	28.3%

Homeownership			
Year(s)	Median Household Income	Median Home Value	Affordable Home Cost
2000	$32,580	$63,900	$93,719
2006-2010	$42,313	$88,400	$131,298

Housing Affordability by Select Occupation						
	2000			2006-2010		
Occupation	Median Annual Pay	% of Income to Rent 2-Bedroom Apartment	Affordable Home Cost	Median Annual Pay	% of Income to Rent 2-Bedroom Apartment	Affordable Home Cost
Licensed Practical Nurse	$26,177	20.6%	$72,798	$36,370	17.7%	$123,363
Police Officer	$26,409	20.4%	$73,629	$47,059	13.7%	$172,714
Elementary School Teacher	$46,680	11.5%	$146,191	$46,343	14.0%	$169,482
Retail Salesperson	$14,771	36.5%	$31,969	$22,390	28.9%	$61,330

Red indicates the amount a homebuyer can afford to spend on a home is less than the county median home value, or rent that exceeds 30 percent of a renter's income.

Housing Availability



Percent of Population 65 and Over			
2000	2010	2020	2030
19.9%	17.4%	19.7%	23.8%

Number of Unconventional Gas Wells Drilled	
2009	2010
0	0

PHFA

EQUAL HOUSING OPPORTUNITY

Housing Needs of Families on the Public Housing Waiting Lists

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

Housing Needs of Families on the Waiting List Public Housing			
	# of families	% of total families	Annual Turnover
Waiting list total	283		106
Extremely low income <=30% AMI	210	74%	
Very low income (>30% but <=50% AMI)	58	21%	
Low income (>50% but <80% AMI)	15	5%	
Families with children	109	38%	
Elderly families	44	16%	
Families with Disabilities	90	32%	
Nondisabled, nonelderly, no children	79	28%	
White – Non-Hispanic	227	80%	
White – Hispanic	31	11%	
Black – Non-Hispanic	20	7%	
Black – Hispanic	5	2%	
Characteristics by Bedroom Size (Public Housing Only)			
0 BR	30	11%	39
1BR	122	43%	25
2 BR	77	27%	19
3 BR	46	16%	22
4 BR	7	3%	1
5 BR	1	<1%	0
5+ BR	0	0	0

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

Housing Needs of Families on the Waiting List Section 8 tenant-based assistance			
	# of families	% of total families	Annual Turnover
Waiting list total	598		107
Extremely low income <=30% AMI	383	64%	
Very low income (>30% but <=50% AMI)	215	36%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	329	55%	
Elderly families	46	8%	
Families with Disabilities	157	26%	

Housing Needs of Families on the Waiting List Section 8 tenant-based assistance			
	# of families	**% of total families**	**Annual Turnover**
Nondisabled, nonelderly, no children	134	22%	
White – Non-Hispanic	443	74%	
White - Hispanic	65	11%	
Black – Non-Hispanic	78	13%	
Black - Hispanic	9	2%	
Multi-racial – Non-Hispanic	1	<1%	
Asian –Non- Hispanic	2	<1%	
Native Hawaiian/Other Pacific Islander-Non Hispanic	1	<1%	
Asian/Non-Hispanic			

Subcomponent C: Strategies for Addressing Needs
SCHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year is described below:

To maximize the number of affordable housing units available to SCHA within its current resources, SCHA plans to:

- Employ effective maintenance and management policies to maximize the number of affordable housing units occupied.
- Conduct Radon Testing to ensure a safe environment for the residents
- Reduce turnover time for vacated affordable housing units.
- Reduce time to renovate affordable housing units.
- Make capital improvements to the current housing stock as funding allows.
- Seek other affordable housing units through mixed finance development.
- Seek affordable housing units utilizing Housing Choice Voucher resources.
- Maintain or increase Housing Choice Voucher 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 SCHA, regardless of unit size required.
- Maximize the Housing Choice Voucher lease-up rates and budget utilization subject to budget authority by marketing the program to owners, particularly those outside of areas of minority and poverty concentration.
- Maintain or increase Housing Choice Voucher lease-up rates by effectively screening Housing Choice Voucher applicants to increase owner acceptance of program

To increase the number of affordable housing units, the SCHA plans to:

- ***Partner with Par-King, Inc., for the development of a 17 unit family Low-Income Housing Tax Credit development in Frackville.***
- Apply for additional Housing Choice Voucher units should they become available.
- Leverage affordable housing resources in the community through the creation of

mixed- finance housing.
- Pursue housing resources other than public housing or Housing Choice Voucher tenant-based assistance.
- Explore the use of project-based voucher program to help ensure the viability of mixed-finance projects and other developments.

To target available assistance to Homeless individuals and families:

- Establish an admission preferences for chronically homeless applicants who are receiving case management assistance.
- Actively participate in initiatives to end homelessness to assist this population.
- Work collaboratively with community partners such as the Local Housing Options Team (LHOT) to find case management services for disabled formerly homeless individuals in Public Housing and the Housing Choice Voucher Program.

To target available assistance to families at or below 30% of AMI, the SCHA plans to:

- Employ admissions preferences aimed at families with economic hardships.
- Adopt rent policies to support and encourage work.

To target available assistance to families at or below 50% of AMI, the SCHA plans to:

- Employ admissions preferences aimed at families who are working.
- Adopt rent policies to support and encourage work.

To target available assistance to the elderly, the SCHA plans to:

- Work with local agencies that seek transitional housing for the elderly.
- Apply for special-purpose vouchers targeted to the elderly, should they become available.

To target available assistance to families with disabilities, the SCHA plans to:

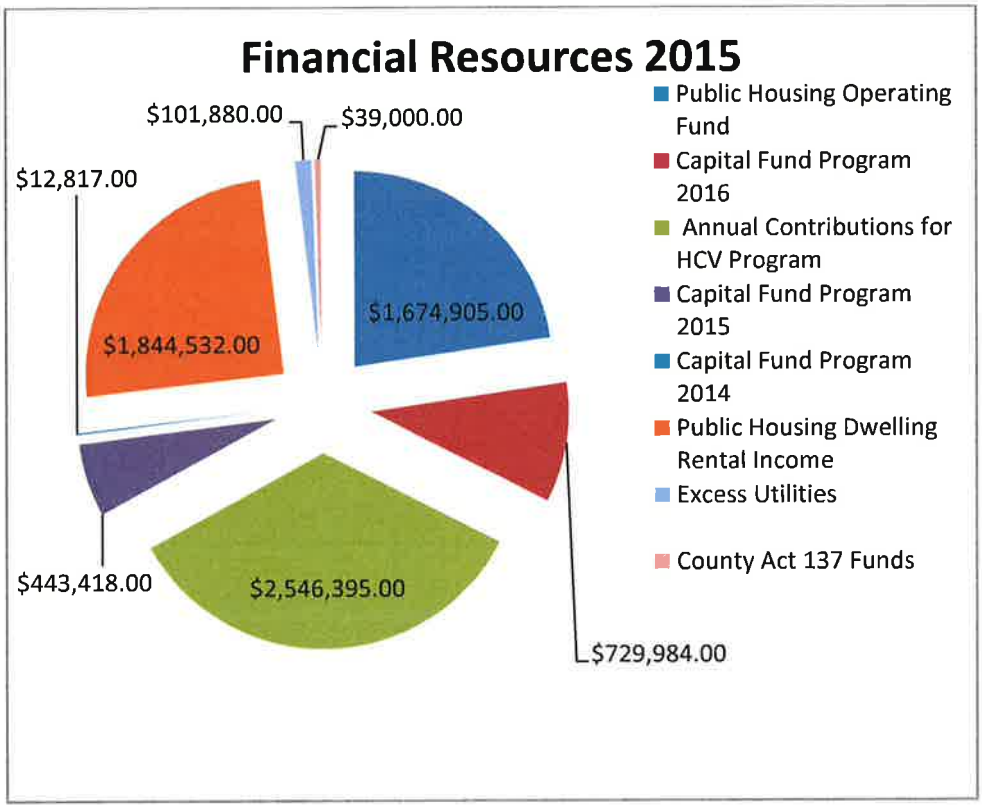
- Carry out the modifications needed in affordable housing based on the Section 504 Needs
- Assessment for Affordable Housing.
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available.
- Affirmatively market to local non-profit agencies that assist families with disabilities.
- Update SCHA's ADA Needs Assessment and Transition Plan

To conduct activities to affirmatively further fair housing, the SCHA plans to:

- Counsel Housing Choice Voucher tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units.
- Market the Housing Choice Voucher program to owners outside of areas of poverty/minority concentrations.

Component Two: Statement of Financial Resources

In this component, SCHA provides information about the financial resources available to support the housing programs administered by the Authority and described in the Plan.



These include Federal resources such as Public Housing Operating Fund and Capital Fund, and Housing Choice Voucher Tenant-Based Assistance. In addition, SCHA's financial resources includes public housing rental income, County Act 137 Funding and other income from non-Federal sources.

Component Three: PHA Policies Governing Eligibility

Selection, and Admissions

In this component, the Housing Authority provides information about the various discretionary policies for the eligibility, admissions and occupancy of both public housing and Section 8 tenant-based assistance

Eligibility, Selection, and Admissions Policies.

Affordable Housing Eligibility. Sections of the Public Housing Admission and Occupancy Policy indicate the primary descriptions of the suitability and eligibility requirements for SCHA's conventional Affordable Housing Program (formerly known as the "Public Housing Program"). Eligibility requirements for the Affordable Housing Program include family and household criteria, income verification and limits criteria; citizenship and eligible immigration status; successful passage of criminal history, previous landlord and

background screening; option for previous landlord checks; documentation of Social Security numbers; and consent authorization documents.

The Housing Authority has made the following revision to the Admission and Continued Occupancy Policy since the FY 2015 Agency Plan submission to include the definition of "Homelessness" and to include families/individuals who are homeless as a component of the local residency preference for admission:

Homelessness: SCHA will apply the Local Residency preference points to families/individuals who are homeless as defined by HUD (PIH 2013-15)

HUD defines Homelessness (PIH 2013-15) as follows:
An individual or family who ***lacks a fixed, regular, and adequate nighttime residence***, meaning:

a) An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground; ***or***
b) An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low- income individuals); ***or***
c) An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;

Any individual or family who:

i. Is ***fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking***, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence; ***and***
ii. Has no other residence; ***and***
iii. Lacks the resources or support networks, e.g., family, friends, and faith- based or other social networks, to obtain other permanent housing

Housing Choice Voucher Program Eligibility. Sections of the Housing Choice Voucher Program (formerly known as "Section 8") Administrative Plan outline the eligibility, suitability, selection and admissions requirements for the Housing Choice Voucher Program (formerly known as "Section 8") Program ("HCVP"). Eligibility requirements for HCVP include: family and household criteria; income verification and limits criteria; citizenship and eligible immigration status; successful passage of criminal history; previous landlord and other background screening; documentation of Social Security numbers; and consent authorization documents.

The Housing Authority has made the following revision to the Housing Choice Voucher Administrative Plan since the FY 2015 Agency Plan submission to include the definition of

"Homelessness" and to include families/individuals who are homeless as a component of the local residency preference for admission:

Homelessness: SCHA will apply the Local Residency preference points to families/individuals who are homeless as defined by HUD (PIH 2013-15):

HUD defines Homelessness (PIH 2013-15) as follows:
An individual or family who ***lacks a fixed, regular, and adequate nighttime residence***, meaning:

d) An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground; ***or***
e) An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low- income individuals); ***or***
f) An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;

Any individual or family who:

iv. Is ***fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking***, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence; ***and***
v. Has no other residence; ***and***
vi. Lacks the resources or support networks, e.g., family, friends, and faith- based or other social networks, to obtain other permanent housing

Other Selection Criteria. SCHA selects resident families for its Affordable Housing, and participant families for its Housing Choice Program based on identified local preferences or selection criteria governing each bedroom size category or program goals all of which are based on the local housing needs and priorities. In addition to eligibility criteria, families must meet other SCHA screening criteria as outlined in the Admission and Occupancy Policy and Housing Choice Administrative Plan. All selections to and participation in the programs described above, are subject to the availability of an appropriately sized unit for the resident or participant family.

Deconcentration Procedures.

Selection Method of the Admission and Occupancy Policy **(See Attachment B)** explains that SCHA provides for deconcentration of poverty and encourages income mixing by ensuring that families are housed in a manner that will prevent, to the extent practicable, a concentration of poverty families and/or a concentration of higher income families in any one development. The specific objective of the SCHA is to house no less than 40% of its public housing inventory with families that have income at or below 30% of the area median income by public housing development. In addition, the SCHA will take reasonable actions to ensure that no individual development has a concentration of higher or lower income families in one or more of the developments.

To accomplish the deconcentration goals, the SCHA contemplates taking the following actions:

- At the beginning of each SCHA fiscal year, the SCHA will establish a goal for housing 40% of its new admissions with families whose incomes are at or below the area median income. The annual goal will be calculated by taking 40% of the total number of move-ins from the previous SCHA fiscal year.

- Moreover, to accomplish the goals of deconcentration, to the extent practicable, SCHA annually will monitor the average income of all families residing in all of SCHA's covered developments to determine SCHA's progress in meeting its deconcentration goals and if appropriate, make modifications to address any concerns that arise from the monitoring analysis.

The Regulations indicate that, if all developments have average incomes between 85 and 115 percent of the overall average, then it is presumed that there is no need for further consideration. In the following table, the average incomes at 7 of the 9 developments are within 85 and 115 percent of the overall average and 2 are not. However, when we look at the averages for each AMP, we find that all 3 are within 85 and 115 percent of the overall average.

AMP 1	**Average Income**	**% of Average**
Shenandoah High Rise	$16,243.00	111%
Shenandoah Family	$15,706.00	107%
Ashland High Rise	$13,046.00	89%
AMP 2		
Minersville High Rise	$12,626.00	86%
Cass-Minersville Family	$14,992.00	102%
St. Clair Family	$13,223.00	90%
AMP 3		
Coaldale Elderly/Family	$12,029.00	82%
Schuylkill Haven High Rise	$14,547.00	99%
Schuylkill Haven Family	$19,240.00	132%

The implementing regulations further indicate that if the average incomes of all family developments are less than the Extremely Low Income level (30 percent of median), then no further action is required even if there is a substantial difference. The 2015 median income for Schuylkill County is $57,100. Thirty (30) percent of the median is $17,130. The average incomes of family developments are below 30 percent of the area median income, except the Schuylkill Haven family development. The average income of family occupants is 26 percent of the area median.

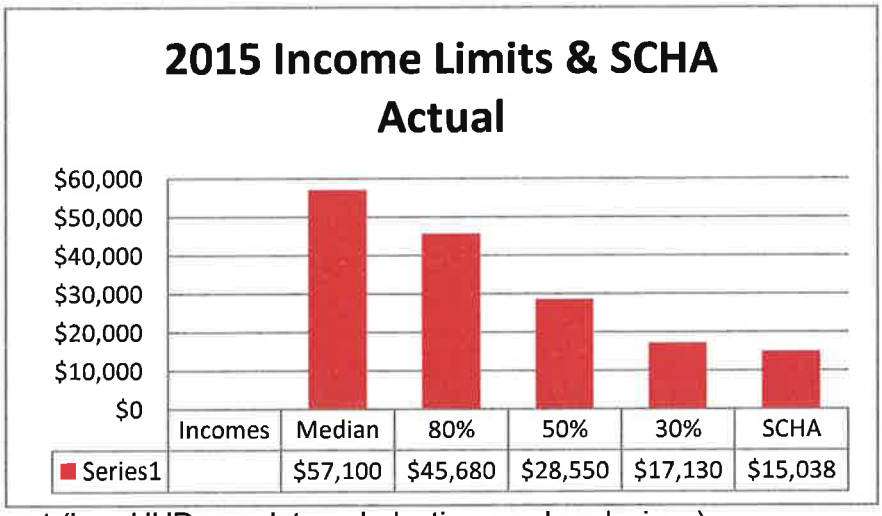
Waiting List Procedure.

Sections of the Admission and Occupancy Policy outline the SCHA Waiting List Procedure for affordable housing. The SCHA Affordable Housing Program maintains Community-Wide Waiting Lists for all developments. Interested persons may apply for admission to Affordable Housing at the SCHA Administrative Office, 245 Parkway, Schuylkill Haven, PA, at any of the project offices, or may contact the office for a reasonable accommodation.

SCHA maintains separate waiting lists for Housing Choice Voucher Program, as outlined in the Housing Choice Administrative Plan. Interested persons may apply for admission for Housing Choice assistance at the Administrative Offices located at 245 Parkway, Schuylkill Haven, PA when the applicable waiting list is open or may contact the office for a reasonable accommodation.

Component Four: Rent Determination Policies

A family's income is used to calculate the family's rent payment. The SCHA uses the policies and methods described in the Public Housing Admission and Occupancy Policy, as well as HUD regulations, to ensure that only eligible families receive assistance and that no family pays more or less than its obligation under the regulations. 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).



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

A. Public Housing

(1) Income Based Rent Policies

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

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

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

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

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

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

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

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

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

SCHA also utilizes flat rents and ceiling rents, as outlined in Public Housing Admission and Occupancy Policy. Flat rents are market-based rents, which vary by unit size and type and by development location. SCHA has established the Flat Rents for the Public Housing Program effective November 1, 2015 for all new admissions and annual reexaminations with an effective date of December 1, 2015 as follows:

FY 2015-2016 Flat Rents By Occupancy and Unit Bedrooms

	Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom	Five-Bedroom
ALL SCHA Units	*$416*	*$512*	*$638*	*$868*	*$877*	*$996*

Once each year, only at admission or at the annual recertification, all residents are offered the choice of paying an income-based rent or the flat rent. Flat rents represent the actual market value of SCHA's housing units. Ceiling rents provide an incentive for families to remain in affordable housing until they are ready to transition to conventional housing markets or homeownership. They also provide an incentive to families whose flat rents were reduced to income-based rents because of a hardship and whose incomes then increased so that an income-based rent is not in the best financial interests of the families. SCHA will determine the minimum ceiling rents that can be charged for a unit. Ceiling rents are based on the flat rent plus any applicable utility allowance, but never less than 75% of the average operating cost for units at the development.

B. Section 8 Tenant-Based Assistance

In SCHA's Housing Choice Voucher Tenant-Based Assistance Program, S C H A 's rent payment standard is between 99% and 104% of Fair Market Rents (FMR). SCHA has established the Payment Standards for the Housing Choice Voucher Program effective November 1, 2015 for all new contracts and annual reexaminations with an effective date of December 1, 2015 as follows:

PAYMENT STANDARDS-EFFECTIVE 12/1/2015
For 2015-2016 FMRs By Unit Bedrooms

	Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom	Five-Bedroom
FY 2016 FMR	*$416*	*$512*	*$638*	*$868*	*$877*	*$1,009*
Payment Standard	*$416*	*$512*	*$638*	*$868*	*$877*	*$984*

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

SCHA's minimum rent for the public housing and Section 8 programs is $50.00. SCHA has adopted a minimum rent hardship exemption policy for residents/participants paying the minimum rent.

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

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

Component Five: Operations and Management

SCHA maintains its units in accordance with its Admission and Occupancy Policy, Administrative Plan or other governing policy documents, as well as the use of "best practices" prevalent for multi-family housing. As applicable to each housing program, SCHA employs standardized routine and non-routine maintenance protocols, UPCS inspections, Rent Reasonableness determinations, HQS Inspections, Emergency Inspections, Rent Collection, Periodic Pest Eradication Spraying (for owned units only) and Housekeeping practices and policies designed to enhance the livability housing units owned, assisted, or operated by SCHA.

The Housing Authority recently updated its Resident Council Policy to ensure compliance with the HUD regulations at 24 CFR 964 and to provide standard guidance to resident organizations. (Attachment A)

Asset Management. A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.

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

Asset Management Plan

1. **Financial Assessment:** Prepare financial assessments of each property based on actual income, repair costs, administrative expenses and utility costs. Monitor income, expenses, and cash flows to track trends in financial performance.

2. **Historical Operating Analysis:** Maintain and analyze the historical operating results for each of the Authority's asset management properties. Compare the financial performance of each asset management property with indicators from comparable properties in the affordable housing industry. Analyze trends if the property is losing money and develop solutions.

3. **Physical Needs Assessment:** Utilize the recently completed comprehensive Physical Needs Assessment to cure deferred maintenance and physical deterioration. The assessment addresses remaining useful short life components. The PNA identifies functional obsolescence, both curable and incurable and provides information that will assist in the scheduling of future capital expenditures and replacements.

4. **Viability Analysis:** SCHA performed a portfolio evaluation to determine the most appropriate use of each site. Portfolio evaluation is a major asset management planning tool. The Viability Analysis provides SCHA with key benefits to: integrate the physical and financial characteristics of the housing with market conditions to develop highest and best use; evaluate alternative treatments and strategies in light of available resources; and prioritize future actions and clarify strategies going forward.

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

PERFORMANCE EXCELLENCE

1. **Public Housing:** Maintain "High Performer" status under HUD's Public Housing Assessment System (PHAS). Ensure that SCHA properties continue to be managed to the highest possible standards, including thorough and uniform applicant eligibility determination, fair lease enforcement, regular preventative maintenance, prompt responses to maintenance work orders, full occupancy and timely turnover of vacant units, timely and accurate reporting of financial data, and all other components of quality property management and maintenance. Continue implementing "project-based accounting" as required by the new Public Housing Operating Fund rule. Continue to advocate for full funding and program reform.

2. **Section 8 Housing Choice Vouchers:** Maintain "High Performer" status under HUD's Section 8 Management Assessment Program (SEMAP). Maintain high utilization of vouchers and budget without exceeding authorized limits. Continue to advocate for full voucher funding and program reform.

3. **Capital Improvements:** Continue renovating public housing properties and making capital improvements which promote fire safety and life safety as well as preserve the

asset. Maintain high quality and timely design, bidding and construction. Continue to actively involve residents, staff and the community in planning capital improvements.

EMPLOYEE AND ORGANIZATIONAL DEVELOPMENT

1. **Equal Opportunity and Diversity:** Promote and enforce equal employment opportunity and affirmative action. Attract and retain a diverse and qualified work force. Manage workplace diversity by fostering respect for and valuing of diversity.

2. **Employee and Organizational Development:** Promote education, growth and advancement of employees through career planning, training opportunities and other resources. Continue internal rethinking strategies to promote organizational development, continuous improvement, and appropriate responses to budget challenges and program changes.

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

RESPECTED AND RESPONSIVE COMMUNITY PARTNER

1. **Fair Housing:** Work cooperatively with community representatives and other units of government to ensure non-discrimination in SCHA programs and to affirmatively further fair housing objectives. Promote the value of diversity and respect for differences.

2. **Linking Residents to Community Services:** Promote links to community services through SCHA Community Centers and at other sites to meet the changing needs of SCHA residents, focusing on programs and services that enrich residents' lives, promote independence, increase community involvement and support successful tenancies in public housing. Continue and promote transitional housing and other assisted living programs.

3. **Housing Preservation and Development:** Work with other agencies and organizations to preserve, develop, and/or manage affordable housing and other cooperative and entrepreneurial efforts. Seek out opportunities to produce additional affordable housing with federal resources (such as Replacement Vouchers) and/or other methods.

4. **Leadership Responsibilities:** Continue to advocate for full funding and program reform, including additional reform to HUD's "Asset Management" guidance. Continue to provide assistance to other housing authorities and organizations seeking organizational development, business systems, or program support.

Component Six: PHA Grievance Procedures

The Admission and Occupancy Policy outlines the SCHA's Grievance Procedure for affordable housing applicants and residents. The grievance procedure includes the necessary standards and criteria established for SCHA residents to have a fair opportunity for a hearing or informal conference regarding any SCHA action of failure to act involving residents' lease, rights, duties, welfare, or status.

Component Seven: Capital Improvement Needs

The following Table outlines the Capital Improvement Needs proposed for 2016:

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Total Estimated Cost
PHA Wide	1406 Operations	**$181,246**
PHA Wide	1408 Management Improvements Automated Systems Software Updates; Automated systems training for updated computers; Staff Fair Housing training to keep staff up to date with requirements; and Resident Drug Education Program.	**$8,000**
PHA Wide	1410 Administration	**$72,498**
PHA Wide	1430 Fees and Costs	**$121,500**
PA016-1		
Shenandoah High Rise	1460 Dwelling Structures - Replace kitchen cabinets, sinks and faucets in 77 units.	**$150,000**
Shenandoah Family Development	1475 Non-Dwelling Equipment – Heat Pump/ Air Conditioning System for Community Room	**$6,000**
Ashland High Rise	1460 Dwelling Structures – Replace 2 Circulating Pumps in 2 gas Fired Boilers	**$24,000**
PA016-2		
Minersville High Rise	1460 Dwelling Structures – One Hot Water Heat Exchange	**$27,900**
	1460 Dwelling Structures – Two Circulating Pumps	**$5,100**
	1460 Dwelling Structures – Replace kitchen cabinets, sinks and faucets in 100 units	**$48,740**
PA016-3		
Coaldale Housing Development	1460 Dwelling Structures – Replace 2 Hot Water Boilers	**$50,000**
Schuylkill Haven High Rise	1465.1 Dwelling Equipment – Nonexpendable: Replace refrigerators with energy star refrigerators in 60 units	**$30,000**
	Total Costs for Developments	**$724,984**

Component Eight: Demolition and Disposition

Component Nine: Designation of Public Housing

Component Ten: Conversion of Public Housing

Component Eleven: Homeownership

The Housing Authority is administering a Homeownership Program utilizing its Housing Choice Vouchers.

Component Twelve: Community Service and Self-Sufficiency

SCHA has employed a collaborative approach to the provision of programs, services and amenities regarding Community Service and Family Self-Sufficiency activities. SCHA entered into a cooperative agreement with its local Welfare ("TANF") Agency on to share information and/or target supportive services as contemplated by section 12(d)(7) of the Housing Act of 1937. Other coordination efforts between the SCHA and TANF Agency include: (i) client referrals; (ii) information sharing regarding mutual clients (for rent determinations and otherwise); (iii) coordinating the provision of specific social and self-sufficiency services and programs to eligible families; (iv) other like activities.

In addition, both the Admission and Occupancy Policy and Housing Choice Administrative Plan outline specific guidelines for Community Service and Family Self-Sufficiency Independence initiatives.

According to HUD's most recent report on the status of the CSSR program, the Housing Authority has a total of 525 households consisting of 881 residents. Of the 881 residents, 408 are considered eligible to participate in the community services or self-sufficiency requirement of which, 323 meet the exemptions listed in 24 CFR 960.60 and are not required to complete the CSSR requirements. The Authority has reviewed the report and has updated the information reported in PIC to ensure accurate and up-to-date information. The Housing Authority will continue to pursue those individuals who are not meeting the requirements of CSSR in accordance with the Authority's CSSR policy and HUD regulations in order to ensure compliance.

Policies or Programs for Economic and Social Self-sufficiency.

SCHA will employ the following discretionary policies to enhance the economic and social self-sufficiency of assisted families:

- Affordable Housing Admissions policies;
- Housing Choice Voucher Program Admissions policies;
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the SCHA;
- Preference/eligibility for Affordable Housing homeownership option participation;
- Preference/eligibility for Housing Choice Voucher Program homeownership option participation; and
- Preferences for homeownership units built by SCHA to families who have successfully completed SCHA's Family Self-Sufficiency and homeownership programs.

SCHA's FSS Action Plan addresses the activities SCHA plans to take to achieve at least the minimum program size for the FSS participants.

Homelessness

The Schuylkill County Housing Authority is an active member/participant in the Local Housing Options Team (LHOT) which is a collaborative of social services agencies and other public and private organizations that serve Schuylkill County and promotes safe, affordable, accessible housing choices for persons with disabilities and homeless persons.

***In addition, the Housing Authority has proposed an amendment to the Local Preference Category in both the Admission and Occupancy Policy and Housing Choice Voucher Administrative Plan to eliminate the following language from the "Resident of Schuylkill County" preference: "*Note: Persons residing in shelters or half-way houses are considered temporary residences and therefore do not qualify as a permanent resident of Schuylkill County."**

The Housing Authority will therefore recognize *persons residing in shelters or half-way houses in Schuylkill County as qualifying for the "Resident of Schuylkill County" preference.*

Other Supportive Service Activities

The Schuylkill County Housing Authority sponsors a Supportive Services Provider Fair at the Schuylkill Haven, Minersville, Ashland, and Shenandoah High Rise developments for the elderly and persons with disabilities. These service providers include:

- ***AHEDD***
- ***Allied Services***
- ***Community Development Block Grant (Fair Housing)***
- ***Northwestern Human Services***
- ***Nutrition Links***
- ***Office of Senior Services***
- ***Resources for Human Development***
- ***Schuylkill Community Action***
- ***Schuylkill Women in Crisis***
- ***Servants to All***
- ***Service Access and Management, Inc.***
- ***Suicide Prevention Task Force***
- ***Supportive Services for Veteran Families***

In addition, the Penn State Cooperative Extension provides a Nutrition Program at the family developments designed to facilitate positive behavior changes to help build caring, safe and healthy communities. The program provides guidelines for individuals aged 2 and over to improve the quality and content of their diet and lifestyle to lower their risk of chronic diseases and conditions.

Community Service and Income Changes.

SCHA will comply with the community service and treatment of income changes resulting from welfare program requirements in strict accordance with the applicable provisions in SCHA's Admission and Occupancy Policy, Administrative Plan, Lease and other key program documents.

Component Thirteen: PHA Safety and Crime Prevention

SCHA works closely with law enforcement agencies to ensure the safety of its public housing residents and to promote safety and crime prevention with its public housing developments, including the following:

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

Component Fourteen: Pet Policy

The Public Housing Admission and Occupancy Policy explains SCHA's policies on pet ownership in designated communities. The rules adopted are reasonably related to the legitimate interest of SCHA to provide a decent, safe and sanitary living environment for all residents, and to protect and preserve the physical condition of the property, as well as the financial interest of SCHA. Generally, the rules require that residents: (i) identify all pets, (ii) have pets inoculated and licensed according to state and local laws; (iii) show annual updates on pet certifications; (iv) become subject to increased unit inspections to determine damage to the unit caused by pets; (v) pay a pet deposit; and (vi) ensure that the pet does not become a nuisance to the other residents in the community.

Component Fifteen: Civil Rights Certifications

SCHA is currently updating its ADA Self-Evaluation and Transition Plan and continues to work with local agencies to improve access to its programs and services, through the following activities and actions:

Civil Rights

SCHA certifies that it will carry out the public housing program of the agency in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing. SCHA has adopted policies that promote non-discrimination, as outlined in the Public Housing Admission and Occupancy Policy and the Housing Choice Administrative Plan. In accordance to Civil Rights Laws, SCHA prohibits discrimination on the basis of race, color, sex, age, religion, national origin, disability, handicap, and family status. SCHA policies ensure consistent application of program rules, services, and procedures for all applicants and participants. Further, SCHA ensures that persons with disabilities are provided reasonable accommodation, as described by

Section 504 of the Rehabilitation Act of 1973, Fair Housing Amendments Act of 1988, and Title II of the Americans with Disabilities Act of 1990.

Analysis of Impediments to Fair Housing Choice.
SCHA reviews its policies, at least annually, to identify any impediments to fair housing choice within the programs administered. When it is found that impediments exist, the SCHA revises its policies, redesigns the applicable procedures, and provides training to the staff to address and manage areas of concern or potential exposure.

Affirmatively Further Fair Housing.
SCHA is part of a community partnership which works with the County and advocacy organizations affirmatively to further fair housing by providing training and guidance within the locality. Information is disseminated countywide utilizing local newspapers, radio, television, and other local media. To support the County's commitment to non-discrimination and equal opportunity in housing, the SCHA makes special efforts to assure that housing programs assisted with federal or local funds are made widely known throughout the community.

SCHA affirmatively markets to races and ethnicities shown to have disproportionate housing needs through local service providers. To provide applicants with an alternative form of communication, if required the SCHA procures services from a qualified sign language interpreter, as well as have written materials explained orally by staff either in person or by telephone.

Component Sixteen: Fiscal Audit

In the opinion of Francis J. McConnell, CPA, who conducted and independent audit of the Housing Authority as of March 31, 2015, "...the results of its operations, changes net assets and cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America."

Component Seventeen: PHA Asset Management

The Schuylkill County Housing Authority management of its public housing developments emphasizes the most cost effective way to operate, manage and maintain its housing portfolio and to provide for present and future tenants and the communities. The Authority has identified 3 Asset Management Properties (AMPs) that are identified as AMP 1 consisting of the Shenandoah High Rise, Shenandoah Family Development and the Ashland High Rise; AMP 2 consisting of Minersville High Rise, Minersville Family Development and St. Clair Family Development; and AMP 3 consisting of Schuylkill Haven High Rise. The Housing Authority completed a Physical Needs Assessment in 2008 and Energy Audit in 2011 for each of its developments which provides the Authority with framework for the evaluation and prioritization of capital improvements and the long-term sustainability and viability for each development. SCHA is positioned to prepare a Green Physical Needs Assessment which will update previous assessments upon implementation of final regulations.

Component Eighteen: Other Information

In this component, the SCHA provides information regarding several topics, including its Resident Advisory Board and Resident Membership in the PHA's Governing Board.

Resident Membership on SCHA's Governing Board

Rose Marteslo, of the Cass-Minersville Family Development serves as the Resident Member on the Housing Authority's Board of Commissioners.

Resident Advisory Board

SECTION 8

William Thomas – 222 East Broad Street, Apt. 1006, Tamaqua, PA 18252
Theresa Gibbons – 32 St. John Street, Apt. 8, Schuylkill Haven, PA 17972
Kathleen Rodriguez – 324 Dock Street, 1st Fl., Apt. 1, Schuylkill Haven, PA 17972
Joseph Chango – 43 St. John Street, Apt. 4, Schuylkill Haven, PA 17972
Cecelia Stoyer – 32 St. John Street, Apt. 7, Schuylkill Haven, PA 17972

PUBLIC HOUSING

16-2 – Coaldale Housing Development:

Luis Ontiveros – Unit 321
Joyce Acosta – Unit 313
Sharon Miller – Unit 312
Ted Smith – Unit 343

16-3 – Minersville High Rise:

Nathan Joppy – Unit 1101
Jimmy Evans, Jr. – Unit 1003

16-5 – Schuylkill Haven High Rise:

Tina Drey – Unit 208
Dorothy Bieski – Unit 602
Mary Logan – Unit 803
Donna Thompson – Unit 606
Cecile Teno – Unit 1104

16-7 – Shenandoah High Rise:

16-8 Shenandoah Family Development:

16-10 – Cass-Minersville Family Development:

Yolanda Duke – Unit 742
Umu Jones – Unit 706

16-12 – St. Clair Family Development:

16-13 – Schuylkill Haven Family Development:

Tracie Jobrey – Unit 28

16-14 – Ashland High Rise:

Violence Against Women Act Report

The goal of the Schuylkill County Housing Authority is to fully comply with the Violence Against Women Act (VAWA). It is our objective to work with others to prevent offenses covered by the VAWA to the degree we can.

The Schuylkill County Housing Authority works in cooperation with the following agencies:

Schuylkill Women in Crisis

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

In addition to assisting victims, this agency is working to confront the societal issues that contribute to this problem. The agency provides services to all individuals regardless of gender, especially women and children who are most vulnerable to this problem. These services include, but are not limited to:

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

Schuylkill County Children and Youth Services

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

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

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

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

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

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

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

The Housing Authority has the following procedures in place to assure applicants, residents and participants are aware of their rights and responsibilities under the Violence Against Women Act:

- All residents and participants have been notified of their rights and responsibilities under the Violence Against Women Act.
- The orientation for new residents and participants includes information on their rights and responsibilities under the Violence Against Women Act.
- The Admissions and Continued Occupancy Policy, the HCV/Section 8 Administrative Plan and the Residential Dwelling Lease have been revised to include screening and termination language related to the Violence Against Women Act.

Definition of Significant Amendment and Substantial Deviation/Modification to the Agency Plan:

SCHA defines substantial deviation or modification to the Agency Plan as:

- Significant changes to rent or admissions policies or organization of the waiting list except as required by federal and state regulations and laws;
- A substantial change in a goal(s) identified in the Five Year Plan;
- Significant modifications to major strategies to address housing needs;

- Any change in the planned or actual use of federal funds for activities that would prohibit or redirect the Housing authority's strategic goals of increasing the availability of decent, safe and affordable housing for the citizens of Schuylkill County;

- Additions of non-emergency work items (items not included in the current Annual Statement or Five-year Action Plan) or change in the use of funds that exceeds 20% of the Capital Fund Allocation; and

- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

An exception to this definition will be made for any new activities that are adopted to reflect changes in HUD regulatory requirements, changes in State Law or as result of a declared emergency; such changes will not be considered a substantial deviation or significant amendment or modification by SCHA.

Any significant amendment or substantial deviation/modification to SCHA Plan is subject to the following requirements (including time frames):

- SCHA will consult with the Resident Advisory Board (RAB) (as defined in 24 CFR 903.13);

- The Authority will ensure consistency with the Consolidated Plan of the jurisdiction(s) (as defined in 24 CFR 903.15); and

- SCHA will provide for a review of the amendments/modifications by the public during a 45-day public review period (as defined in 24 CFR 903.17).

- The Housing Authority will adopt the amendment or modification at a duly called a meeting, open to the public, of its Housing Authority Board of Commissioners.

- SCHA will not implement the amendment or modification until notification of the amendment or modification is provided to HUD and approved by HUD in accordance with HUD's plan review procedures (as defined at 24 CFR 903.23).

A Housing Authority may submit a significant amendment or substantial deviation/modification to HUD up until the last day prior to the date when the next year's Agency Plan is due.

ATTACHMENT A

Policy for Recognition of Resident Councils at SCHA's Public Housing Developments

SCHUYLKILL COUNTY HOUSING AUTHORITY
Policy for Recognition of
Resident Councils at Public Housing Developments

A. Preamble

WHEREAS: the successful management of Schuylkill County Housing Authority's (SCHA) public housing developments requires the involvement and cooperation of local residents, and SCHA supports the organization and participation of residents in all levels of policymaking and planning.

WHEREAS: the existence of viable, representative, and democratically elected Resident Council (RC) is critical for achieving participation and cooperation at public housing developments, SCHA encourages residents to form RCs and elect officers to represent them and assist them in communicating their concerns and opinions.

WHEREAS: SCHA wishes to acknowledge duly elected resident councils as representative of tenants at their developments, S *CHA establishes a policy; set forth herein, for the recognition official resident organizations. The criteria and procedures for RC recognition defined in this policy promote elections and proceedings for RCs that comply with standards and guidelines set forth in the federal (24 CPR 964) regulations.*

WHEREAS: RCs are independent organizations operating according to locally approved bylaws and procedures, SCHA establishes that nothing in the policy set forth herein, shall preclude such organizations from exercising their rights as independent organizations.

B. Criteria for Recognition of Resident Councils

1. SCHA will recognize RCs that:

a. Extend membership and voting rights to all heads of household or to all residents 18 years of age or older whose names appear on a lease of a unit in their local developments.

b. Have locally-developed bylaws to which they adhere and which incorporate the following provisions:

(i.) That the written provisions or by-laws may be changed only by a majority vote of the residents present at a meeting for which there has been

reasonable advance notice of the time, place, date and purpose.

(ii.) That the development's voting membership elect a governing board consisting of at least five (5) officers.

(iii.) That the RC adhere to the minimum standards for elections as provided by this policy in Section C, "Procedures And Standards For Resident Council Board Elections."

(iv.) That service on the board of directors be restricted to those who arc eligible voters, as described in B. I(a), above; and that non-residents, therefore, are excluded from serving as voting members or officers of an RC board of directors.

(v.) That a clear procedure governing special elections and election recall be in place.

c. Demonstrate the capacity to act as their community's representative organization through the following means:

(i.) Holding elections at least once every three years at a time and place which is designed to maximize the local participation of all legal residents of the local development. S CHA advocates for more frequent elections wherever possible.
(ii.) Convening regular meetings at least four times a year, open to all members.
(iii.) Showing evidence of good faith efforts at
(a) achieving reasonable representation on the local board of all racial and ethnic groups within the local development.
(b) achieving reasonable representation on the local board of residents from all geographic areas of the local development.
(c) informing local residents on matters of common interest, including SCHA modernization efforts and policy revisions.
(d) providing residents attending development-wide meetings the opportunity to make known their views on matters of common interest.

d. Comply with all applicable federal, state and municipal laws, ordinances, and regulations, and agree to assume all obligations of law and regulations.

2. SCHA may withdraw official recognition from a tenant organization only on evidence, with prior written notification, of failure to meet the criteria set forth in B.I, above. This withdrawal may occur only after failure of the organization to correct the areas of non-compliance detailed in SCHA's written notification.

C. Procedures and Standards for Resident Council Board Elections

1. If an RC has become inactive, and the residents within the affected development

wishes to reestablish an RC, SCHA will provide guidance, upon request, in the establishment of an RC, including the implementation of elections in compliance with the minimum standards set forth in this section.

2. To receive official recognition from SCHA, RCs must formally adopt into their bylaws a set of procedures, consistent with the minimum standards set forth in this section, that assure fair and frequent elections of officers.

3. Notification and Nomination Requirements:

a. Nomination and election procedures may impose no unfair or excessive restrictions on candidates desiring to run for office.

b. Prior to nominations, the RC must establish an election committee comprised of resident non candidates and third-party volunteers. This committee will implement and oversee all RC nomination and election activities and will be monitored by SCHA.

c. All households with voting members must be given a description of the nomination procedure, eligibility requirements, and date of the nominations deadline.

> (i.) To ensure the notice solicits the broadest possible attention of residents and encourages their participation in the electoral process, such notices must be translated from English into the most appropriate languages for the development's population. SCHA will. upon request by the RC provide copies of these translated materials and assist in their distribution to each household. If such a request is not made to SCHA within a reasonable time frame, the RC will be responsible for the translation and distribution of these nomination and election materials.
> (ii.) The notice must provide clear instructions on the nomination process, including who is eligible as a candidate and how interested residents may become nominated as candidates.

d. Nominations must remain open for a minimum of thirty (30) days from the date of the initial notice.

e. Once nominations close, the RC must provide a list of nominees to all voting member households of the local development. This notice must be given at least 30 days prior to elections and must be delivered to each occupied unit of the development.

4. Election and Balloting Procedures

a. Residents and SCHA must be notified of voting procedures and a sample ballot with each candidate's name should be posted in every hallway, management and RC office at least seven (7) days prior to the election.

b. RCs must conduct a broad range of activities to encourage resident participation, for example sponsoring candidates' nights. posting reminder notices and distributing

leaflets to resident households.

c. A secure ballot box must be used at each polling place and the RC must verify each voter's eligibility. Upon request by the RC board or election committee, the manager will supply a list of eligible residents and their addresses for this purpose.

d. Candidates for election are to bc· prohibited from entering the voting area except to cast his/her own ballot.

e. RC must obtain an impartial third parry to monitor balloting and oversee voting tabulations. Community-based organizations, city agencies or other impartial entities, such as the League of Women Voters, or the Schuylkill County Election Office arc considered suitable for this role.

f Election results must be provided to residents within three (3) days of voting through the posting of visible notices at the RC and management offices.

D. Procedures for Requesting Recognition of Resident Councils

1. Following each election the SCHA will officially recognize those RCs that submit a written rec1uest for recognition to SCHA's Executive Director. This correspondence must include a request for recognition, a copy of the RC's by-laws, a list of elected board members and their addresses, and a description of the election procedures.

2. SCHA will inform the RC requesting recognition of its decision in writing within 14 days of receiving the request. Such communications will include any and all reasons for non-recognition, if appropriate.

a. All decisions on recognition will be made by the SCHA based solely upon the evidence requested under B,1 and D,1.

b. Recognition will occur for a period not to exceed three years.

c. SCHA will recognize only one RC as the official representative of residents in a single development, which RC shall be the exclusive representative of residents in that development.

d. SCHA will provide notice to all residents of a development of any decision not to recognize an RC, explaining its reasons according to the criteria in B,1 and D,1.

3. In the case of disputes between two or more groups of local residents, all of whom request recognition as the RC, the SCHA will attempt to reach an amicable settlement among all parties. If SCHA is unsuccessful at reaching an amicable settlement among the parties, SCHA's Executive Director will recognize the resident organization that most fairly and effectively represents residents of the development. Such decisions will be based solely upon information submitted by the various organizations according to the

requirements of Section D,1. Notice of such decisions, including an explanation of the facts of the case and the reasons for its decision, will be submitted in writing to all resident organizations which have requested recognition, as well as all residents of the impacted development.

4, If an RC fails to satisfy the minimum standards for fair and frequent elections, described in Section C, fails to follow its own election procedures as adopted, or fails to perform its functions freely and democratically, the SCHA may withdraw recognition of the RC and withhold tenant council "per unit" funds.

5 To the extent that anything herein shall be deemed by the U.S. Department of Housing & Urban Development to conflict with 24 CFR 964, "Tenant Participation and Tenant Opportunities in Public Housing," or deemed by any other superseding regulations, that regulation shall govern.

E. Funding for Resident Councils

1. SCHA will annually provide each recognized RC with funds equal to the amount allocated by HUD per residential unit each Fiscal Year in accordance with regulations.

2. This money may be used by RCs for general operating expenses and for certain programming and activity costs. This money may be further used to purchase such things as office supplies and equipment, as well as to support such social activities as development-wide cookouts or picnics. Workshops and supportive educational activities arc other examples of the types of programs RCs may provide with the support of these funds.

3. SCHA will notify, in writing, each RC of the total amount of funds available to it at the beginning of each fiscal year, which officially runs from April 1 to March 31. Funds are therefore available on an annual basis according to the above mentioned official time period.

4. In order for an RC to receive these funds, it must submit an annual budget to SCHA that reflects the period from April 1 to March 31.

a) The annual budget prepared by the RC should describe proposed expenditures and be forwarded to the SCHA Development Manager or to the Executive Director.
b) SCHA may, upon request, review the RC expenditure records at anytime during the fiscal year.
c) At the end of the fiscal year, the RC is required to forward records and receipts of all expenditures to the SCHA. The housing authority will not make funds available for a new fiscal year until expenditure records and receipts for the previous fiscal year have been submitted

5. SCHA may provide additional funds, as available, to recognized RCs for demonstrated training needs, such as seminars, conferences, or classes related to RC functions in the

community.

F. Tenant Rights to Participate in RCs

1. SCHA encourages and will assist tenants in their organizing activities. SCHA will not in any way interfere with or discourage tenant organizing activities, nor will it seek to evict tenants or take reprisal against tenants for organizing, joining, or participating in the activities of a RC.

2. SCHA representatives will attend meetings of RCs or other tenant meetings only at the request of their board members or other active participants.

3. SCHA recognizes the right of all tenants to distribute appropriate literature and information to other tenants on SCHA property. S CHA will make arrangements for granting R C representatives entrance to all residential buildings in the RC development for the purpose of distributing or posting appropriate literature, fliers, or other communications; or for the purpose of making in person contact with other residents. The RC will be responsible for posting and distributing all information in appropriate places, as well as for its removal when appropriate. The RC may not damage, deface, or litter development hallways, walls, or other areas in the course of resident communications.

APPROVED AND ADOPTED BY SCHA BOARD OF COMMISSIONERS: October 8, 2015

ATTACHMENT B

SCHUYLKILL COUNTY HOUSING AUTHORITY

ADMISSIONS POLICY FOR DECONCENTRATION

Policy Statement

It is the Schuylkill County Housing Authority's (SCHA) policy to provide for deconcentration of poverty and encourage income mixing by bringing higher- income families into lower-income developments and lower-income families into higher-income developments. To achieve this, we will skip families on the waiting list to reach other families with a lower or higher income. This will be carried out in a uniform and non-discriminating manner.

The Authority will affirmatively market our housing to all eligible- income families. Lower income families will not be steered toward lower-income communities and higher-income families will not be steered toward higher- income communities.

Prior to the beginning of each year, the SCHA will analyze the income levels of families residing in each of our communities and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement.

Deconcentration Of Poverty And Income Mixing

The Schuylkill County Housing Authority has analyzed the average incomes of all its public housing covered developments and determined that a deconcentration plan is not required at this time. All SCHA public housing developments are within 85% to 115% of Authority-wide average incomes. We also analyzed our average annual incomes utilizing HUD's bedroom factors and found that all of our developments' incomes still remain within the Established Income Range for bedroom factors. We will continue to review our average annual incomes at least annually to determine if specific deconcentration activities are required for any or all of our covered developments. Both analyses used to determine our Authority-wide averages are attached.

Deconcentration Incentives

The Housing Authority may offer one or more incentives to encourage applicant families whose income classification would help to meet the de-concentration goals of a particular development.

Various incentives may be used at different times or under different conditions but will always be provided in a consistent and nondiscriminatory manner.

Refusal of a Unit

If the Authority did not skip over other families on the waiting list to reach this family, did not offer any other deconcentration incentive, and the family refuses the unit without good cause, the family will forfeit their application's date and time. The family will keep their preferences, but the date and time of application will be changed to the date and time the unit was rejected.

If the Authority skipped over other families on the waiting list in order to meet their deconcentration goal or offered the family any other deconcentration incentive and the family refuses the unit, the family will not lose their place on the waiting list and will not be otherwise penalized. If the family rejects with good cause any unit offered, they will not lose their place on the waiting list. Good cause included reasons related to health, proximity to work, school and childcare (for those working or going to school).

Right of Return

It is SCHA's policy that a family who resided in a covered public housing development has a right to admission to a public housing unit in that development after revitalization. This Deconcentration Policy does preclude fulfilling that commitment or a SCHA's commitment to return a family to another development after revitalization.

Fair Housing and Affirmatively Furthering Fair Housing

No action of the housing authority in attempting to achieve deconcentration and income-mixing shall violate Fair Housing policies. SCHA policies that govern eligibility, selection and admissions under are designed to reduce racial and national origin concentrations. Such affirmative steps may include but are not limited to, appropriate affirmative marketing efforts; additional applicant consultation and information; and provision of additional supportive services and amenities to a development.

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

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

Part I: Summary

PHA Name: Schuylkill County Housing Authority	Grant Type and Number Capital Fund Program Grant No: PA26P01650114 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2014 FFY of Grant Approval:

Type of Grant
☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☒ Revised Annual Statement (revision no: 3)
☒ Performance and Evaluation Report for Period Ending: 12/31/2015 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) [3]	143,258.00	143,258.00	143,258.00	143,258.00
3	1408 Management Improvements	56,700.00	56,700.00	56,700.00	56,700.00
4	1410 Administration (may not exceed 10% of line 21)	50,000.00	50,000.00	50,000.00	50,000.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	92,959.00	92,959.00	92,959.00	92,959.00
8	1440 Site Acquisition				
9	1450 Site Improvement	44,879.00	44,879.00	44,879.00	44,879.00
10	1460 Dwelling Structures	280,927.00	283,866	281,572.00	280,927.00
11	1465.1 Dwelling Equipment—Nonexpendable	19,928.00	17,523.00	17,523.00	17,523.00
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	27,640.00	27,106.00	27,106.00	27,106.00
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities [4]				

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

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

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

Part I: Summary

PHA Name: Schuylkill County Housing Authority	Grant Type and Number Capital Fund Program Grant No: PA26P01650114 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant:2014 FFY of Grant Approval:

Type of Grant

☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☒ Revised Annual Statement (revision no: 3)

☒ Performance and Evaluation Report for Period Ending: 12/31/2015 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised [2]	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	716,291.00	716,291.00	713,997.00	713,352.00
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities	52,999.00	57,810.00	57,810.00	57,810.00
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures	92,158.89	89,753.89	89,753.89	89,753.89

Signature of Executive Director	Date	Signature of Public Housing Director	Date
Thomas Hale	01/14/16		

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

Part II: Supporting Pages

PHA Name: Schuylkill County Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: PA26P01650114 CFFP (Yes/ No): Replacement Housing Factor Grant No:	**Federal FFY of Grant: 2014**

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
PHA-Wide	Operations	1406		143,258.00	143,258.00	143,258.00	143,258.00	100%
								Complete
PHA-Wide	Management Improvements							
	1. Automated Systems Update	1408	33computers	47,500.00	53,910.00	53,910.00	53,910.00	100%
	(Update computers in administrative							Complete
	office & 9 site offices. 33 desktop							
	computers, monitors, microsoft 2013							
	office, backups and installation,							
	improvements to management,							
	accounting and financial systems)							
	2. Staff Training (Training to keep	1408		2,000.00	1,600.00	1,600.00	1,600.00	100%
	employees up to date with Hud's							Complete
	management & financial requirements							
	3. Automated systems Training (Admin	1408		7,200.00	1,190.00	1,190.00	1,190.00	100% Complete
	staff training for updated computers)							
PHA-Wide	Administration	1410		50,000.00	50,000.00	50,000.00	50,000.00	100%Complete
PHA-Wide	Fees and Costs	1430		92,959.00	92,959.00	92,959.00	92,959.00	100%Complete
	Sub-Total			342,917.00	342,917.00	342,917.00	342,917.00	

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

[2] To be completed for the Performance and Evaluation Report.

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

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

Part II: Supporting Pages

PHA Name: Schuylkill County Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: PA26P01650114 CFFP (Yes/ No): Replacement Housing Factor Grant No:	**Federal FFY of Grant: 2014**

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
PA-16-1								
Shenandoah	1. Install 82 thermostats, copper return	1460	82 thmsts	72,230.89	72,230.89	72,230.89	72,230.89	100% Complete
High Rise	lines and valves in 77 units		4500lf cpr					
			lines 246					
			valves					
	2. Replace community room	1475	6 chairs	5,000.00	8,462.00	8,462.00	8,462.00	100% Complete
	furniture		5 sofas					
	3. Replace refrigerators with energy	1465.1	6 refrigs	2,850.00	2,850.00	2,850.00	2,850.00	100% Complete
	star refrigerators in 5 units							
	4. Emergency hot water heater	1460	1 heater	11,790.00	11,790.00	11,790.00	11,790.00	100% Complete
	replacement							
	5. Replace leaking direct fired	1460	1 150 gal.	0.00	2,939.00	645.00	0.00	Emergency
	domestic hot water tank with new							Work Item
	indirect tank							
Shenandoah	1. Replace refrigerators with energy	1465.1	4 refrigs	1,924.00	1,924.00	1,924.00	1,924.00	100% Complete
Family Development	star refrigerators in 4 units							

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

Part II: Supporting Pages

PHA Name: Schuylkill County Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: PA26P01650114 CFFP (Yes/ No): Replacement Housing Factor Grant No:	**Federal FFY of Grant: 2014**

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
PA-16-1								
Ashland	1. Replace community room	1475	6 tables	10,000.00	6,004.00	6,004.00	6,004.00	100% Complete
High Rise	furniture		3 sofas					
			5 chairs					
	2. Replace refrigerators with energy	1465.1	2 refrigs.	1,443.00	1,443.00	1,443.00	1,443.00	100% Complete
	star refrigerators in 2 units							
	Sub-Total			105,237.89	107,642.89	105,348.89	104,703.89	

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

[2] To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages

PHA Name: Schuylkill County Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: PA26P01650114 CFFP (Yes/ No): Replacement Housing Factor Grant No:	**Federal FFY of Grant: 2014**

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
PA-16-2								
Minersville	1. Install 2 new brass deep well sump	1460	2 pumps	46,150.93	23,900.00	23,900.00	23,900.00	100% Complete
High Rise	pumps, 2 motors,piping, fixtures							
	2. Install new drainage system in	1460	160 LF	34,036.17	34,036.17	34,036.17	34,036.17	100% Complete
	boiler room, 160 LF 4" PVC pipe							
	240 sq ft concrete							
	3. Install outdoor signage	1450	1 sign	0.00	0.00	0.00	0.00	Moved to 2013
	4. Repl ace emergency nurse calls in	1460	100 calls	14,297.85	14,297.85	14,297.85	14,297.85	100% Complete
	100 units							
	5. Emergency elevator work	1460	1 ash elev.	4,298.00	4,298.00	4,298.00	4,298.00	100% Complete
	6. Replace refrigerators with energy	1465.1	9 refirgs	4,392.00	4,392.00	4,392.00	4,392.00	100% Complete
	star refrigerators in 8 units							
	7. Unit #809 handicap accessible	1460	1 unit	6,900.00	6,900.00	6,900.00	6,900.00	Emergency
	bathroom renovations							Work Item
								100% Complete
	8. Unit #809 asbestos abetement	1460	1 unit	1,220.00	575.00	575.00	575.00	EmergencyItem
	bathroom							100% Complete

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

[2] To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages

PHA Name: Schuylkill County Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: PA26P01650114 CFFP (Yes/ No): Replacement Housing Factor Grant No:	**Federal FFY of Grant: 2014**

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
PA-16-2								
Minersville	9. Emergecny sump pump replacement	1460	2 pumps	0	15,957.00	15,957.00	15,957.00	Emergency
High Rise								Work Item
								100% Complete
Minersville	1. Install outdoor signage	1450	1 sign	0	0.00	0.00	0.00	Moved to 2013
Family Development	2. Replace 80 100 AMP breaker panels	1460	80 units	1,371.73	1,371.73`	1,371.73	1,371.73	100% Complete
	new services cable 800 ft.							
	12 disconnect switches							
	3. Replace refrigerators with energy	1465.1	3 refrigs	1,443.00	1,443.00	1,443.00	1,443.00	100% Complete
	star refrigerators in 3 units							
St. Clair	1. Install outdoor signage	1450	1 sign	0	0.00	0.00	0.00	Moved to 2013
Family Development	2. Replace refrigerators with energy	1465.1	1 refrig.	962.00	481.00	481.00	481.00	100% Complete
	star refrigerators in 2 units							
	Sub-Toal			115,071.68	107,651.75	107,651.75	107,651.75	

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

Part II: Supporting Pages

PHA Name: Schuylkill County Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: PA26P01650114 CFFP (Yes/ No): Replacement Housing Factor Grant No:	**Federal FFY of Grant: 2014**

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
PA-16-3								
Schuylkill Haven	1. ADA improvements, remove and	1450	1 drive-	20,000.00	20,000.00	20,000.00	20,000.00	100% complete
High Rise	reconstruct curb 35lf, bitumounous		way					
	paving 100 sq yds, 2 bollards							
	2. Install ADA sidewalk 100 LF and	1450	1sidewalk	24,879.00	24,879.00	24,879.00	24,879.00	100% Complete
	patio 200 sq ft		1 patio					
	3. Replace patio furniture	1475	4 tables	12,640.00	12,640.00	12,640.00	12,640.00	100% Complete
			25 chairs					
			5 benches					
	4. Replace kitchens, sinks, cabinets	1460	110 units	88,631.43	90,759.36	90,759.36	90,759.36	100% Complete
	stoves							
	5. Replace refrigerators with energy	1465.1	4 refrigs	2,032.00	2,032.00	2,032.00	2,032.00	100% Complete
	star refrigerators in 4 units							
Coaldale	1. ADA improvements, install ADA	1460	3 units	0	0.00	0.00	0.00	Move to 2015
Housing	kitchens, countertops, cabinets,sinks							
Development	fixtures, flooring, appliances							
	asbestos abatement							

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

[2] To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages

PHA Name: Schuylkill County Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: PA26P01650114 CFFP (Yes/ No): Replacement Housing Factor Grant No:	**Federal FFY of Grant: 2014**

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
PA-16-3								
Coaldale	2. ADA improvements, install new	1460	3 units	0	0.00	0.00	0.00	Move to 2015
Housing	vanity,shower, flooring, fixtures							
Development	toilets, asbestos abetement							
	3. Replace refrigerator with energy	1465.1	7 refrigs	3,439.00	2,477.00	2,477.00	2,477.00	100%
	star refrigerator in 7 units							Complete
Schuylkill Haven	1. Replace refrigerators with energy	1465.1	1 refrig.	1,443.00	481.00	481.00	481.00	100%
Family Development	star refrigerators in 3 units							Complete
	2. Unit # 41 ADA bathroom	1460	1 unit	0	4,811.00	4,811.00	4,811.00	Emergency
	renovations							Work Item
								100% Complete
	Sub-Total			153,064.43	158,079.36	158,079.36	158,079.36	

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

[2] To be completed for the Performance and Evaluation Report.

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: Schuylkill County Housing Authority					**Federal FFY of Grant: 2013**
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates [1]
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
PHA-Wide	May 2016		May 2018		
PA-16-1					
Shenandoah High Rise	May 2016		May 2018		
PA-16-2					
Minersville High Rise	May 2016		May 2018		
PA-16-3					
Schuylkill Haven					
High Rise	May 2016		May 2018		

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

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

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

Part I: Summary

PHA Name: Schuylkill County Housing Authority	Grant Type and Number Capital Fund Program Grant No: PA26P01650115 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2015 FFY of Grant Approval:

Type of Grant
☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☒ Revised Annual Statement (revision no: 2)
☒ Performance and Evaluation Report for Period Ending: 12/31/2015 ☐ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised[2]	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) [3]	181,246	144,996	94,400.00	94,400.00
3	1408 Management Improvements	8,000	8,000	8,000.00	8,000.00
4	1410 Administration (may not exceed 10% of line 21)	72,498	72,498	45,000.00	45,000.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	85,000	85,000	48,000.00	45,775.00
8	1440 Site Acquisition				
9	1450 Site Improvement	0	12,975	0.00	0.00
10	1460 Dwelling Structures	298,740	328,015	197,994.02	197,994.02
11	1465.1 Dwelling Equipment—Nonexpendable	61,500	61,500	16,732.00	16,732.00
12	1470 Non-dwelling Structures	18,000	12,000	0.00	0.00
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities [4]				

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

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

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

Part I: Summary

PHA Name: Schuylkill County Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: PA26P01650115 Replacement Housing Factor Grant No: Date of CFFP:	**FFY of Grant:2015** **FFY of Grant Approval:**

Type of Grant

☐ **Original Annual Statement** ☐ **Reserve for Disasters/Emergencies** ☒ **Revised Annual Statement (revision no: 2)**

☒ **Performance and Evaluation Report for Period Ending: 12/31/2015** ☐ **Final Performance and Evaluation Report**

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost [1]	
		Original	Revised [2]	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	724,984	724,984	410,126.02	407,901.02
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities	45,000	45,000	0.00	0.00
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures	96,500	85,048.54	40,280.54	16,732.00

Signature of Executive Director /s/ Karen Hale **Date** 01/14/16

Signature of Public Housing Director **Date**

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

Part II: Supporting Pages								
PHA Name: Schuylkill County Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: PA26P01650115 CFFP (Yes/ No): Replacement Housing Factor Grant No:			**Federal FFY of Grant: 2015**				
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
PHA-Wide	Operations	1406		181,246	144,996	94,400.00	94,400	
PHA-Wide	Management Improvements							
	1. Automated Systems Update	1408		2,000	8,000	8,000.00	8,000.00	
	(Computer software updates)							
	2. Automated Systems Training	1408		2,000	0			
	(Training for updated computers)							
	3. Staff Training (EE training to keep	1408		2,000	0			
	employees up to date with							
	HUD's requirements)							
	4. Resident Activities (Drug Program)	1408		2,000	0			
PHA-Wide	Administration	1410		72,498	72,498	45,000.00	45,000.00	
	Capital Fund Program Fee for CFP							
	planning, oversight, suervision,							
	preparation of reports, budgeting,							
	accounting, procurement of							
	construction & contracts,							
	management of CFP							

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[2] To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages

PHA Name: Schuylkill County Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: PA26P01650115 CFFP (Yes/ No): Replacement Housing Factor Grant No:	**Federal FFY of Grant: 2015**

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
PHA-Wide	Fees and Costs							
	1. A&E Fees	1430		80,000	80,000	48,000.00	45,775.00	
	2. Environmental Review	1430		2,250	2,250			
	3. Advertisement	1430		500	500			
	4. Consulting for Agency Plan	1430		2,250	2,250			
	Sub-Total			346,744	310,494.00	195,400.00	193,175.00	

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Part II: Supporting Pages

PHA Name: Schuylkill County Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: PA26P01650115 CFFP (Yes/ No): Replacement Housing Factor Grant No:	**Federal FFY of Grant: 2015**

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
PA-16-1								
Shenandoah	1. Replace kitchens, sinks, cabinets	1460	77 units	38,740	57,959.98			From 2018
High Rise	countertops							Aproved
								2014 Ann Plan
	2. Replace refrigerators with energy	1465.1	10 refrigs	5,000	5,000.00	962.00	962.00	From 2016
	star refrigerators in 10 units							Approved
								2015 Ann Plan
	3. Replace leaking direct fired domestic	1460	1 150 gal	0	27,061.00			Emergency
	hot water tank with indirect tank		tank					Work Item
Shenandoah	1. New storage shed 14' x 20'	1470	1 shed	6,000	0.00			Moved to 2016
Family Development	2. Replace refrigerators with energy	1465.1	10 refrigs	5,000	5,000.00	3,367.00	3,367.00	From 2015
	star refrigerators in 10 units							Approved
								2014 Ann Plan
	3. Replace sewer lateral at unit #151	1450	1 lateral	0	4,650.00			Emergency
	remove 1 tree		50' PVC					Work Item
	4. Replace sewer lateral at unit #153	1450	1 lateral	0	4,000.00			Emergency
	remove 1 tree		50' PVC					Work Item

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Part II: Supporting Pages

PHA Name: Schuylkill County Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: PA26P01650115 CFFP (Yes/ No): Replacement Housing Factor Grant No:	**Federal FFY of Grant: 2015**

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
PA-16-1								
Shenandoah	5. Replace sewer lateral at unit #135	1450	1 lateral	0	4,325.00			Emergency
Family Development			40' PVC					Work Item
Ashland	1. Replace refrigerators with energy	1465.1	10 refrigs	5,000	5,000.00	1,443.00	1,443.00	From 2015
High Rise	star refirgerators in 10 units							Approved
								2014 Ann Plan
	Sub-Total			59,740	112,995.98	5,772.00	5,772.00	

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Part II: Supporting Pages

PHA Name: Schuylkill County Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: PA26P01650115 CFFP (Yes/ No): Replacement Housing Factor Grant No:	**Federal FFY of Grant: 2015**

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
PA-16-2								Approved
Minersville	1. New storage shed 14' x 20'	1470	1 shed	6,000	6,000.00			2014 Ann Plan
Family Development	2. Replace refrigerators with energy	1465.1	20 refrigs	10,000	10,000.00	2,886.00	2,886.00	From 2015
	star refrigerators in 20 units							Approved
								2014 Ann Plan
St. Clair	1. Replace refrigerators with energy	1465.1	8 refrigs	3,449	1,898.00			From 2015
Family Development	star refrigerators in 8 units							Approved
								2014 Ann Plan
Minersville	1. Replace refrigerators with energy	1465.1	3 refrigs	1,551	3,102.00	3,075.00	3,075.00	From 2015
High Rise	star refrigerators in 3 units							Approved
								2014 Ann Plan
	Sub-Total			21,000	21,000.00	5,961.00	5,961.00	

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Part II: Supporting Pages

PHA Name: Schuylkill County Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: PA26P01650115 CFFP (Yes/ No): Replacement Housing Factor Grant No:	**Federal FFY of Grant: 2015**

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
PA-16-3								
Schuylkill Haven	1. Replace kitchens, cabinets	1460	110 units	180,000	174,445.48	174,445.48	174,445.48	100% Complete
High Rise	sinks, countertops							2014 Ann Plan
	2. Replace refrigerators with energy	1465.1	110refrigs	25,000	25,000.00	3,048.00	3,048.00	From 2015
	star refrigerators in 110 units							Approved
								2014 Ann Plan
Schuylkill Haven	1. New storage shed 14' x 20'	1470	1 shed	6,000	6,000.00			Approved
Family Development								2014 Ann Plan
	2. Replace refrigerators with energy	1465.1	5 refrigs	2,500	2,500.00	1,443.00	1,443.00	From 2015
	star refrigerators in 5 units							Approved
								2014 Ann Plan
Coladale	1. ADA improvements, install ADA	1460	3 units	22,500	22,500.00			From 2014
Housing	kitchens, countertops, cabinets, sinks							Approved
Development	fixtures, flooring, appliances							2014 Ann Plan
	asbestos abatement							

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Part II: Supporting Pages

PHA Name: Schuylkill County Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: PA26P01650115 CFFP (Yes/ No): Replacement Housing Factor Grant No:	**Federal FFY of Grant: 2015**

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
PA-16-3								
Coaldale	2. ADA improvements,install ADA	1460	3 units	22,500	22,500.00			From 2014
Housing	bathrooms, newvanity,shower,							Approved
Development	flooring, fixtures, toilets,asbestos							2014 Ann Plan
	abatement							
	3. Replace refrigerators with energy	1465.1	8 refrigs	4,000	4,000.00	508.00	508.00	From 2015
	star refrigerators om 8 units							Approved
								2014 Ann Plan
	4. New energy efficient boiler for	1460	1 boiler	35,000	23,548.54	23,548.54	23,548.54	100% Complete
	heat and hot water		24 units					EmergencyItem
								Approved
								2015 Ann Plan
	Sub-Total			297,500	280,494.02	202,993.02	202,993.02	

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[2] To be completed for the Performance and Evaluation Report.

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: Schuylkill County Housing Authority					**Federal FFY of Grant: 2015**
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates [1]
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
PHA-Wide	May 2017		May 2019		
PA-16-1					
Shenandoah High Rise	May 2017		May 2019		
PA-16-2					
Minersville High Rise	May 2017		May 2019		
PA-16-3					
Schuylkill Haven HighRise	May 2017		May 2019		

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