

PHA Plan

Annual Plan for Fiscal Year 2026

DRAFT

Comment Period: August 6, 2025 through September 19, 2025

Public Hearing: September 22, 2025

Board Approval: September 24, 2025

Submit to HUD: October 10, 2025

Approved by HUD:

Annual PHA Plan <i>(Standard PHAs and Troubled PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 9/30/2027
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Purpose. 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. They also inform HUD, families served by the PHA, and members of the public of the PHA's mission, goals, and objectives for serving the needs of low-, very low-, and extremely low- income families.

Applicability. The Form HUD-50075-ST is to be completed annually by **STANDARD PHAs or TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA **do not** need to submit this form. Note: PHAs with zero public housing units must continue to comply with the PHA Plan requirements until they closeout their Section 9 programs (ACC termination).

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers (HCVs) and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, SEMAP for PHAs that only administer tenant-based assistance and/or project-based assistance, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or HCVs combined and is not PHAS or SEMAP troubled.

A.	PHA Information.
A.1	<p>PHA Name: _____ PHA Code: _____</p> <p>PHA Type: <input type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA</p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): _____</p> <p>PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)</p> <p>Number of Public Housing (PH) Units _____ Number of Housing Choice Vouchers (HCVs) _____</p> <p>Total Combined Units/Vouchers _____</p> <p>PHA Plan Submission Type: <input type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>Public Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA and should make documents available electronically for public inspection upon request. PHAs are strongly encouraged to post complete PHA Plans on their official websites and to provide each resident council with a copy of their PHA Plans.</p> <p>The Agency Plan/Supporting Documents are available for public review at the following Housing Authority Offices:</p> <ul style="list-style-type: none"> - Armstrong Court, 100 North Grant Avenue, Kittanning, PA 16201 - Garden Towers, 280 South McKean Street, Kittanning, PA 16201 - Warren Manor, 120 North Railroad Avenue, Apollo, PA 15613 - Friendship Apartments, 330 Main Street, Leechburg, PA 15656; and, - Administrative Office, 350 South Jefferson Street, Kittanning, PA 16201 <p>Members of the Resident Advisory Board are provided with copies of the Agency Plan, and the approved Agency Plan is posted on the Housing Authority's website at www.hacarmstrong.org.</p>

PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)

Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	
				PH	HCV
Lead PHA:					

B. Plan Elements

B.1 Revision of Existing PHA Plan Elements.

(a) Have the following PHA Plan elements been revised by the PHA?

- | | | |
|--------------------------|--------------------------|--|
| Y | N | |
| <input type="checkbox"/> | <input type="checkbox"/> | Statement of Housing Needs and Strategy for Addressing Housing Needs. |
| <input type="checkbox"/> | <input type="checkbox"/> | Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. |
| <input type="checkbox"/> | <input type="checkbox"/> | Financial Resources. |
| <input type="checkbox"/> | <input type="checkbox"/> | Rent Determination. |
| <input type="checkbox"/> | <input type="checkbox"/> | Operation and Management. |
| <input type="checkbox"/> | <input type="checkbox"/> | Grievance Procedures. |
| <input type="checkbox"/> | <input type="checkbox"/> | Homeownership Programs. |
| <input type="checkbox"/> | <input type="checkbox"/> | Community Service and Self-Sufficiency Programs. |
| <input type="checkbox"/> | <input type="checkbox"/> | Safety and Crime Prevention. |
| <input type="checkbox"/> | <input type="checkbox"/> | Pet Policy. |
| <input type="checkbox"/> | <input type="checkbox"/> | Asset Management. |
| <input type="checkbox"/> | <input type="checkbox"/> | Substantial Deviation. |
| <input type="checkbox"/> | <input type="checkbox"/> | Significant Amendment/Modification. |

(c) The PHA must submit its Deconcentration Policy for Field Office review.

B.2 New Activities.

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's applicable Fiscal Year?

Y N

- Choice Neighborhoods Grants.
- Modernization or Development.
- Demolition and/or Disposition.
- Designated Housing for Elderly and/or Disabled Families.
- Conversion of Public Housing to Tenant-Based Assistance.
- Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.
- Homeownership Program under Section 32, 9 or 8(Y)
- Occupancy by Over-Income Families.
- Occupancy by Police Officers.
- Non-Smoking Policies.
- Project-Based Vouchers.
- Units with Approved Vacancies for Modernization.
- Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

(b) If any of these activities are planned for the applicable Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.

B.3

Progress Report.

Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.

B.4	Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.
B.5	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>
C. Other Document and/or Certification Requirements.	
C.1	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>

<p>C.2</p>	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p>C.3</p>	<p>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</p> <p>Form HUD-50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p>C.4</p>	<p>Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA’s response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, include Challenged Elements.</p>

C.5 Troubled PHA.

(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?

Y N N/A

(b) If yes, please describe:

Instructions for Preparation of Form HUD-50075-ST Annual PHA Plan for Standard and Troubled PHAs

A. PHA Information. All PHAs must complete this section (24 CFR 903.4).

A.1 Include the full **PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), PHA Inventory, Number of Public Housing Units and Number of HCVs, PHA Plan Submission Type,** and the **Public Availability of Information,** specific location(s) of all information relevant to the public hearing and proposed PHA Plan. Note: The number of HCV's should include all special purpose vouchers (e.g. Mainstream Vouchers, etc.) (24 CFR 903.23(e)).

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table (24 CFR 943.128(a)).

B. Plan Elements. All PHAs must complete this section.

B.1 Revision of Existing PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the "yes" box. If an element has not been revised, mark "no" (24 CFR 903.7).

Statement of Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA's strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income); (ii) elderly families (iii) households with individuals with disabilities, and households of various races and ethnic groups residing in the jurisdiction or on the public housing and Section 8 tenant-based assistance waiting lists based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location (24 CFR 903.7(a)(2)(i)). Provide a description of the ways in which the PHA intends, to the maximum extent practicable, to address those housing needs in the upcoming year and the PHA's reasons for choosing its strategy (24 CFR 903.7(a)(2)(ii)).

Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2 (24 CFR 903.23(b)). Describe the PHA's admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA's policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR 903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements (24 CFR 903.7(b)). Describe the PHA's procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists (24 CFR 903.7(b)). A statement of the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV (24 CFR 903.7(b)). Describe the unit assignment policies for public housing (24 CFR 903.7(b)).

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 (24 CFR 903.7(c)).

Rent Determination. A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies (24 CFR 903.7(d)).

Operation and Management. A statement of the rules, standards, and policies of the PHA governing maintenance and management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA (24 CFR 903.7(e)).

Grievance Procedures. A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants (24 CFR 903.7(f)).

Homeownership Programs. A description of any Section 5h, Section 32, Section 8y, or HOPE I public housing or HCV homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval (24 CFR 903.7(k)).

Community Service and Self Sufficiency Programs. Describe how the PHA will comply with the requirements of (24 CFR 903.7(l)). Provide a description of: (1) Any programs relating to services and amenities provided or offered to assisted families; and (2) Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs subject to Section 3 of the Housing and Urban Development Act of 1968 (24 CFR Part 135) and FSS (24 CFR 903.7(l)).

Safety and Crime Prevention (VAWA). Describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must provide development-by-development or jurisdiction wide-basis: (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 (24 CFR 903.7(m)). Note: All coordination and activities must be consistent with federal civil rights obligations. 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 survivors of domestic violence, dating violence, sexual assault, or stalking; (2) Any activities, services, or programs provided or offered by a PHA that helps survivors 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 survivor safety in assisted families (24 CFR 903.7(m)(5)).

Pet Policy. Describe the PHA's policies and requirements pertaining to the ownership of pets in public housing (24 CFR 903.7(n)).

Asset Management. State 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 (24 CFR 903.7(q)).

Substantial Deviation. PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan (24 CFR 903.7(s)(2)(i)).

Significant Amendment/Modification. PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan (24 CFR 903.7(s)(2)(ii)). For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the 'Sample PHA Plan Amendment' found in Notice PIH 2019-23(HA), successor RAD Implementation Notices, or other RAD Notices.

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2 (24 CFR 903.23(b)).

B.2 New Activities. If the PHA intends to undertake any new activities related to these elements in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

Choice Neighborhoods Grants. (1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for Choice Neighborhoods Grants; and (2) A timetable for the submission of applications or proposals. The application and approval process for Choice Neighborhoods is a separate process. See guidance on HUD's website at: <https://www.hud.gov/cn> (Notice PIH 2011-47).

Modernization or Development (Conventional & Mixed-Finance). (1) A description of any Public Housing (including name, project number (if known) and unit count) for which the PHA will apply for modernization or development; and (2) A timetable for the submission of applications or proposals. The application and approval process for modernization or development is a separate process. (See 24 CFR part 905 and guidance on HUD's website at: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6/mfph#4).

Demolition and/or Disposition. With respect to public housing only, (1) describe any public housing development(s), or portion of a public housing development projects, owned by the PHA and subject to ACCs (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 approval under section 18 of the 1937 Act (42 U.S.C. 1437p); and (2) a timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA's last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. Approval of the PHA Plan does not constitute approval of these activities. See guidance on HUD's website at: https://www.hud.gov/program_offices/public_indian_housing/centers/sac/demo_dispo/ and 24 CFR 903.7(h).

Designated Housing for Elderly and Disabled Families. Describe any public housing projects owned, assisted, or operated by the PHA (or portions thereof), in the upcoming fiscal year, that the PHA has continually operated as, has designated, or will apply for designation for occupancy by elderly and/or disabled families only. 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, (5) the number of units affected and (6) expiration date of the designation of any HUD approved plan. **Note:** The application and approval process for such designations is separate from the PHA Plan process, and PHA Plan approval does not constitute HUD approval of any designation (24 CFR 903.7(i)(c)).

Conversion of Public Housing under the Voluntary or Mandatory Conversion programs. Describe (1) any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; (2) an analysis of the projects or buildings required to be converted under Section 33; and (3) a statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at the Special Applications Center (SAC) (<https://www.hud.gov/sac>) and 24 CFR 903.7(j).

Conversion of Public Housing under the Rental Assistance Demonstration (RAD) program (including Faircloth to RAD). Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to Project-Based Rental Assistance or Project-Based Vouchers under RAD. Note that all PHAs shall be required to provide the information listed in Attachment ID of Notice PIH 2019-23(HA) as a significant amendment or its successor notice. See additional guidance on HUD's website at: <https://www.hud.gov/RAD/library/notices>.

Homeownership Programs. A description of any Section 5h, Section 32, Section 8y, or HCV homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval (24 CFR 903.7(k)).

Occupancy by Over-Income Families. A PHA that owns or operates fewer than two hundred fifty (250) public housing units, may lease a unit in a public housing development to an over-income family (a family whose annual income exceeds the limit for a low income family at the time of initial occupancy), if all the following conditions are satisfied: (1) There are no eligible low income families on the PHA waiting list or applying for public housing assistance when the unit is leased to an over-income family; (2) The PHA has publicized availability of the unit for rental to eligible low income families, including publishing public notice of such availability in a newspaper of general circulation in the jurisdiction at least thirty days before offering the unit to an over-income family; (3) The over-income family rents the unit on a month-to-month basis for a rent that is not less than the PHA's cost to operate the unit; (4) The lease to the over-income family provides that the family agrees to vacate the unit when needed for rental to an eligible family; and (5) The PHA gives the over-income family at least thirty day notice to vacate the unit when the unit is needed for rental to an eligible family. The PHA may incorporate information on occupancy by over-income families into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. (See additional guidance on HUD's website at: Notice PIH-2021-35 (24 CFR 960.503) (24 CFR 903.7(b)).

Occupancy by Police Officers. The PHA may allow police officers who would not otherwise be eligible for occupancy in public housing, to reside in a public housing dwelling unit. The PHA must include the number and location of the units to be occupied by police officers, and the terms and conditions of their tenancies; and a statement that such occupancy is needed to increase security for public housing residents. A "police officer" means a person determined by the PHA to be, during the period of residence of that person in public housing, employed on a full-time basis as a duly licensed professional police officer by a Federal, State or local government or by any agency of these governments. An officer of an accredited police force of a housing agency

may qualify. The PHA may incorporate information on occupancy by police officers into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: Notice PIH 2021-35. (24 CFR 960.505) (24 CFR 903.7(b))
NOTE: All activities must be consistent with civil rights laws – including ensuring that it does not have a disparate impact on protected class groups based on race, color, religion, national origin, sex (including sexual orientation), familial status, and disability.

Non-Smoking Policies. The PHA may implement non-smoking policies in its public housing program and incorporate this into its PHA Plan statement of operation and management and the rules and standards that will apply to its projects. See additional guidance on HUD's website at: Notice PIH 2009-21 and Notice PIH-2017-03 (24 CFR 903.7(e)).

Project-Based Vouchers. Describe any plans to use HCVs for new project-based vouchers, which must comply with PBV goals, civil rights requirements, Housing Quality Standards (HQS) and deconcentration standards, as stated in 24 CFR 983.55(b)(1) and set forth in the PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. If using project-based vouchers, provide the projected number of project-based units and general locations (including if PBV units are planned on any former or current public housing units or sites), and describe how project-basing would be consistent with the PHA Plan (24 CFR 903.7(b)(3), 24 CFR 903.7(r)).

Units with Approved Vacancies for Modernization. The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with 24 CFR 990.145(a)(1).

Other Capital Grant Programs (i.e., Capital Fund Lead Based Paint, Housing Related Hazards, At Risk/Receivership/Substandard/Troubled Program, and/or Emergency Safety and Security Grants).

For all activities that the PHA plans to undertake in the applicable Fiscal Year, provide a description of the activity in the space provided.

B.3 Progress Report. For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan (24 CFR 903.7(s)(1)).

B.4 Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section (24 CFR 903.7 (g)). To comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan in EPIC and the date that it was approved. PHAs can reference the form by including the following language in the Capital Improvement section of the appropriate Annual or Streamlined PHA Plan Template: "See Capital Fund 5 Year Action Plan in EPIC approved by HUD on XX/XX/XXXX."

B.5 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided (24 CFR 903.7(p)).

C. Other Document and/or Certification Requirements.

C.1 Resident Advisory Board (RAB) comments. If the RAB had comments on the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations (24 CFR 903.13(c), 24 CFR 903.19).

C.2 Certification by State of Local Officials. Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR 903.15). **Note:** A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.

C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of 24 CFR 5.150 et. seq., 24 CFR 903.7(o)(1), and 903.15.

C.4 Challenged Elements. If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public (24 CFR 903.23(b)).

C.5 Troubled PHA. If the PHA is designated troubled, and has a current MOA, improvement plan, or recovery plan in place, mark "yes," and describe that plan. Include dates in the description and most recent revisions of these documents as attachments. If the PHA is troubled, but does not have any of these items, mark "no." If the PHA is not troubled, mark "N/A" (24 CFR 903.9).

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 the 5-Year and Annual PHA Plan.

Public reporting burden for this information collection is estimated to average 5.64 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. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Reports Management Officer, REE, Department of Housing and Urban Development, 451 7th Street, SW, Room 4176, Washington, DC 20410-5000. When providing comments, please refer to OMB Approval No. 2577-0226. 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 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.

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	FFY 2025 CFP P&E Statement	
	FFY 2026 CFP Annual Statement	
	FFY 2026-2030 CFP 5-Year Plan	
RESIDENT ADVISORY BOARD – Cover Page		
PA039C301	Resident Member on Board of Directors	1
	RAB Membership	2
	RAB Comments & Challenged Elements	

FY2026 ANNUAL AGENCY PLAN

SECTION B.1 - REVISION OF PLAN ELEMENTS

ATTACHMENT PA039B101

FY2026 ANNUAL AGENCY PLAN

**STATEMENT OF
HOUSING NEEDS**

Waiting List Statistics				
	PUBLIC HOUSING		SECTION 8 VOUCHER	
	# of Families	% of Total Families	# of Families	% of Total Families
Waiting List Total	320		381	
Extremely low income <=30% AMI	250	78	287	75
Very low income >30% but <=50% AMI	58	18	93	24
Low income >50% but <80% AMI	12	4	1	<1
Families with Children	84	26	121	32
Elderly Families	74	23	67	17
Families with Disabilities	87	27	110	29
Near-Elderly/Singles	75	24	83	22
White/Non-Hispanic	302	94	336	88
African American/Non-Hispanic	8	3	20	5
Hawaiian/Pacific Islander/Hispanic	0	0	1	<1
Hawaiian/Pacific Islander/Non-Hisp	1	,1	1	<1
African American/Hispanic	0	0	1	<1
White/Hispanic	3	1	9	2
Asian	1	<1	1	<1
Mixed	3	1	11	3
Not Specified	2	<1	2	1

Characteristics by Bedroom Size		
0/1-Bedroom	200	63
2-Bedroom	105	33
3-Bedroom	11	3
4-Bedroom	4	1

Comments:

Waiting List - Open Annual Turnover - 87

Waiting List - Open Last Open - Nov 2021 Next Open - NA

FY2026 ANNUAL AGENCY PLAN STATEMENT OF HOUSING NEEDS

Housing Problems Output – All Household

Comprehensive Housing Affordability Strategy ("CHAS") 2015 – 2019 for Armstrong County, Pennsylvania

Income Distribution Overview	Owner	Renter	Total
Household Income less-than or = 30% HAMFI	1,725	1,520	3,245
Household Income >30% to less-than or = 50% HAMFI	2,245	1,710	3,955
Household Income >50% to less-than or= 80% HAMFI	3,845	1,430	5,275
Household Income >80% to less-than or=100% HAMFI	2,365	745	3,110
Household Income >100% HAMFI	11,190	1,365	12,555
Total	21,375	6,765	28,135
Housing Problems Overview 1			
	Owner	Renter	Total
Household has at least 1 of 4 Housing Problems	3,885	2,410	6,295
Household has none of 4 Housing Problems OR cost burden not available, no other problems	17,485	4,355	21,840
Total	21,375	6,765	28,135
Severe Housing Problems Overview 2			
	Owner	Renter	Total
Household has at least 1 of 4 Severe Housing Problems	1,760	1,315	3,075
Household has none of 4 Severe Housing Problems OR cost burden not available, no other problems	19,610	5,450	25,060
Total	21,375	6,765	28,135
Housing Cost Burden Overview 3			
	Owner	Renter	Total
Cost Burden less-than or= 30%	17,635	4,400	22,035
Cost Burden >30% to less-than or= 50%	2,190	1,245	3,435
Cost Burden >50%	1,435	1,040	2,475
Cost Burden not available	115	85	200
Total	21,375	6,765	28,135
Income by Housing Problems (Owners and Renters)			
	Household has at least 1 of 4 Housing Problems	Household has none of 4 Housing Problems or Cost Burden NA, no other problems	Total
Household Income less-than or= 30% HAMFI	2,420	825	3,245
Household Income >30% to less-than or= 50% HAMFI	1,925	2,030	3,955
Household Income >50% to less-than or= 80% HAMFI	1,135	4,140	5,275
Household Income >80% to less-than or= 100% HAMFI	335	2,770	3,110
Household Income >100% HAMFI	475	12,075	12,550
Total	6,295	21,840	28,135

Income by Housing Problems (Renters Only)	Household has at least 1 of 4 Housing Problems	Household has none of 4 Housing Problems, no Cost Burden, no other problems	Total
Household Income less-than or= 30% HAMFI	1,085	435	1,520
Household Income >30% to less-than or= 50% HAMFI	945	765	1,710
Household Income >50% to less-than or= 80% HAMFI	255	1,170	1,430
Household Income >80% to less-than or= 100% HAMFI	80	660	745
Household Income >100% HAMFI	40	1,320	1,365
Total	2,410	4,355	6,765
Income by Housing Problems (Owners Only)	Household has at least 1 of 4 Housing Problems	Household has none of 4 Housing Problems, no Cost Burden, no other problems	Total
Household Income less-than or= 30% HAMFI	1,335	390	1,725
Household Income >30% to less-than or= 50% HAMFI	980	1,265	2,245
Household Income >50% to less-than or= 80% HAMFI	880	2,970	3,845
Household Income >80% to less-than or= 100% HAMFI	255	2,110	2,365
Household Income >100% HAMFI	435	10,755	11,190
Total	3,885	17,485	21,375
Income by Cost Burden (Owners and Renters)	Cost Burden >30%	Cost Burden >50%	Total
Household Income less-than or= 30% HAMFI	2,360	1,670	3,245
Household Income >30% to less-than or= 50% HAMFI	1,875	560	3,955
Household Income >50% to less-than or= 80% HAMFI	1,050	190	5,275
Household Income >80% to less-than or= 100% HAMFI	280	35	3,110
Household Income >100% HAMFI	335	15	12,555
Total	5,900	2,475	28,135
Income by Cost Burden (Owners Renters Only)	Cost Burden >30%	Cost Burden >50%	Total
Household Income less-than or= 30% HAMFI	1,050	755	1,520
Household Income >30% to less-than or= 50% HAMFI	935	240	1,710
Household Income >50% to less-than or= 80% HAMFI	230	25	1,430
Household Income >80% to less-than or= 100% HAMFI	60	20	745
Household Income >100% HAMFI	10	0	1,365
Total	2,285	1,040	6,765
Income by Cost Burden (Owners Only)	Cost Burden >30%	Cost Burden >50%	Total
Household Income less-than or= 30% HAMFI	1,310	915	1,725
Household Income >30% to less-than or= 50% HAMFI	940	320	2,245
Household Income >50% to less-than or= 80% HAMFI	820	165	3,845
Household Income >80% to less-than or= 100% HAMFI	230	20	2,365
Household Income >100% HAMFI	325	15	11,190
Total	3,625	1,435	21,375

1) The four housing problems are: incomplete kitchen facilities, incomplete plumbing facilities, more than 1 person per room, and cost burden greater than 30%; 2) The four severe housing problems are: incomplete kitchen facilities, incomplete plumbing facilities, more than 1 person per room, and cost burden greater than 50%; 3) Cost burden is the ratio of housing costs to household income. For renters, housing cost is gross rent (contract rent plus utilities). For owners, housing cost is "select monthly owner costs", which includes mortgage payment, utilities, association fees, insurance, and real estate taxes.

FY2026 ANNUAL AGENCY PLAN
STRATEGY FOR ADDRESSING HOUSING NEEDS

Maximize the number of affordable units available: employ effective maintenance & management policies to minimize off-line public housing units with an occupancy rate goal of at least 98%; reduce turnover time for vacated public housing units with a goal of less than 20 days; maintain at least 99% lease-up rates for Section 8 Vouchers by establishing effective payment standards; fully utilize the Section 8 Voucher budget authority; and, undertake measures to ensure access to affordable housing among families assisted by the HA, regardless of unit size required.

Increase the number of affordable housing units: apply for additional Section 8 vouchers, if available.

Target available assistance to Extremely Low-Income families: meet, or exceed, the federal targeting requirements for families whose incomes do not exceed the higher of the federal poverty level or 30% of AMI in both the Public Housing and Section 8 Voucher Programs.

Target available assistance to families at or below 50% of AMI: employ admissions preferences for working families (Vouchers only); and, adopt rent policies to support and encourage work.

Target available assistance to the elderly: all highrise units and one-bedroom units at Luxemburg Manor have been designated for elderly and disabled persons based on original intent of the ACCs.

Target available assistance to families with disabilities: modify public housing units based on the Section 504 Transition Plan; apply for special-purpose vouchers, if available; market to agencies that assist families with disabilities; and all highrise units and one-bedroom units at Luxemburg Manor have been designated for elderly and disabled persons based on original intent of the ACCs.

Increase the awareness of HA resources among families of races and ethnicities: provide marketing information to local NAACP branches and other local social service agencies; accessAbilities, Inc.; advertise in publications available to persons in the tri-county area and periodic radio campaigns as available; and, list housing opportunities on websites such as Social Serve's pahousingsearch.com and the Housing Authority website at www.hacarmstrong.org.

Conduct activities to affirmatively further fair housing: counsel Section 8 participants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units. Outreach as indicated above.

The strategies that the Housing Authority pursues will be influenced by funding and staffing constraints, housing needs, and consultation with residents, the Resident Advisory Board, and advocacy groups.

FY2026 ANNUAL AGENCY PLAN
DECONCENTRATION AND OTHER POLICIES
GOVERNING ELIGIBILITY, SELECTION AND ADMISSIONS

ARMSTRONG COUNTY HOUSING AUTHORITY
PUBLIC HOUSING DECONCENTRATION POLICY
November 7, 1999, Resolution #99-28

STATUTORY BASIS

Section 513 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA) imposes income targeting requirements in public housing. Forty percent of all new admissions must be families with incomes at the time of their admission that does not exceed 30% of the area median income.

In complying with this income targeting requirement, a PHA may not concentrate very low-income families in public housing dwelling units in certain public housing communities or certain buildings within communities. Each PHA is required to adopt an admissions policy designed to provide for deconcentration of poverty and income mixing by bringing higher income tenants into lower income developments and lower income tenants into higher income developments.

In implementing this requirement, a PHA may offer incentives for eligible families having higher incomes to occupy a dwelling unit in properties predominantly occupied by eligible families having lower incomes. The PHA may also offer incentives for eligible families having lower incomes to occupy a dwelling unit in properties predominantly occupied by eligible families having higher incomes.

These incentives may be made available by a PHA only in a manner that allows for the eligible family to have the sole discretion in determining whether to accept the incentive. A PHA may not take any adverse action toward any eligible family for choosing not to accept an incentive and occupancy of a development. However, the skipping of a family on a waiting list to reach another family to implement a deconcentration policy shall not be considered an adverse action. The PHA must implement this policy in a manner that does not prevent or interfere with the use of jurisdictional-based waiting lists.

FACT FINDING

In order for the Armstrong County Housing Authority to implement Section 513 of QHWRA, an analysis of household income will be undertaken and updated at least annually. The analysis will include an evaluation of the average family income in each family public housing community.

Agency's Admissions and Continued Occupancy Policy (ACOP).

It is the Armstrong County Housing Authority's 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. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The Armstrong County Housing Authority will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each family public housing community 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 INCENTIVES

The Armstrong County Housing Authority may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration 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.

OFFER OF UNIT

When the Armstrong County Housing Authority discovers that a unit will become available, we will contact the first family on the waiting list who has the highest priority for this type of unit or development and whose income category would help to meet the deconcentration goal and/or the income-targeting goal.

The Armstrong County Housing Authority will attempt to contact the family first by telephone. If the family cannot be reached by telephone, the family will be notified via first class mail. The family will be given ten (10) business days from the date the letter was mailed to contact the Armstrong County Housing Authority.

The family will be offered the opportunity to view the unit. After the opportunity to view the unit, the family will have two (2) business days to accept or reject the unit. This verbal offer and the family's decision must be documented in the applicant file. If the family rejects the offer of

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the unit, the Armstrong County Housing Authority will send the family a letter documenting the offer and the rejection.

REJECTION OF UNIT

If in making the offer to the family the Armstrong County Housing 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 rejects the unit, the family will not lose their place on the waiting list and will not be otherwise penalized.

If the Armstrong County Housing 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 rejects 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 will be changed to the date and time the unit was rejected. The family will be offered the right to an informal review of the decision to alter their application status

If the family rejects with good cause any unit offered, they will not lose their place on the waiting list. Good cause includes reasons related to health, proximity to work, school, and childcare (for those working or going to school).

**FY2026 ANNUAL AGENCY PLAN
ASSESSMENT OF DECONCENTRATION OF POVERTY
AND INCOME MIXING IN PUBLIC HOUSING**

a. Yes No: Does the PHA have any general occupancy (family) public Housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Development Name	Number of Units	Explanation (if any) [see step 4 at 903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at 903.2(c)(1)(v)]
Luxemburg Manor	28	NA	NA
South McKean Way	16	NA	NA
Allegheny Manor	34	NA	NA

**FY2026 ANNUAL AGENCY PLAN
FINANCIAL RESOURCES**

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2026 grants)		
a) Public Housing Operating Fund	\$1,185,552	Operations
b) Public Housing Capital Fund	\$1,464,081	Modernization
c) Annual Contributions for Section 8 Tenant-Based Assistance	\$1,693,000	Program Administration
d) Section 8 HCV - FSS	\$47,721	Program Coordinator
e) Section 8 HCV - VASH	Included in (c)	Program Administration
2. Prior Year Federal Grants (unobligated funds only) (list below)		
FY2020 CFP (as of 6/30/2025)	\$76,679	See Statement
FY2022 CFP (as of 6/30/2025)	\$141,146	See Statement
FY2023 CFP (as of 6/30/2025)	\$117,449	See Statement
FY2024CFP (as of 6/30/2025)	\$729,195	See Statement
FY2025CFP (as of 6/30/2025)	\$1,356,695	See Statement
3. Public Housing Dwelling Rental		
Income	\$2,348,928	Operations
4. Other income (list below)		
Investment Income	\$120,000	Operations
Misc. tenant charges, Laundry, & Other Misc. Income	\$181,000	Operations
5. Non-federal sources (list below)		
Total resources	\$9,461,446	Housing Program Operation and Administration

**FY2026 ANNUAL AGENCY PLAN
RENT DETERMINATION - FLAT RENT SCHEDULE**

Community	Bedroom Size	Flat Rent
Armstrong Court Kittanning, PA	Efficiency Units	\$506
	1 Bedroom Units	\$569
	2 Bedroom Units	\$747
Allegheny Manor Kittanning, PA	2 Bedroom Units	\$689
	3 Bedroom Units	\$863
	4 Bedroom Units	\$1073
Parkview Apartments Ford City, PA	Efficiency Units	\$506
	1 Bedroom Units	\$569
Luxemburg Manor North Apollo, PA	1 Bedroom Units	\$517
	2 Bedroom Units	\$689
	3 Bedroom Units	\$863
	4 Bedroom Units	\$1073
Lee Haven Towers Leechburg, PA	Efficiency Units	\$584
	1 Bedroom Units	\$624
Warren Manor Apollo, PA	Efficiency Units	\$624
	1 Bedroom Units	\$672
Garden Towers Kittanning, PA	Efficiency Units	\$506
	1 Bedroom Units	\$569
	2 Bedroom Units	\$747
South McKean Way Kittanning, PA	1 Bedroom WU Units	\$569
	2 Bedroom Units	\$747
Friendship Apartments Leechburg, PA	Efficiency Units	\$584
	1 Bedroom Units	\$624
Freeport Towers Freeport, PA	1 Bedroom Units	\$600

Schedule is based on the 2025 Fair Market Rents and Small Area Fair Markets, and 2025 Utility Allowances. Applicable to new admissions and annual certifications effective on or after January 1, 2026.

HOUSING OPPORTUNITY THROUGH MODERNIZATION ACT (HOTMA) COMPLIANCE

Public Housing and Section 8 Housing Choice Voucher Programs Final Rule Effective Date: January 1, 2024

In accordance with HOTMA, Public Housing Admissions and Continued Occupancy Policies (ACOP) and Section 8 Housing Choice Voucher Administrative Plan (S8HCV Plan), including Enterprise Income Verification (EIV) Usage/Security Policies, must be updated, made publicly available, and implemented no later than January 1, 2025, unless extended by HUD. Additionally, Leases, House Rules, and other forms will need to be revised.

The Housing Authority of the County of Armstrong (HACA) is including in its 2026 Annual & Annual Agency Plan a summary of its policy revisions as per HUD guidance. The ACOP, S8HCV Plan, and EIV may continue to be updated as new or additional guidance is provided. These policies will be available on HACA's website at www.hacarmstrong.org and at the HACA Administration Office.

Notice PIH 2024-38 published in December 2024 established a phased implementation timeline for certain HOTMA provisions, including no new Earned Income Disregard enrollments after December 31, 2023 and the use of new Form HUD-9886-A, including new consent policies by February 1, 2025. The Notice also included a mandatory compliance date of July 1, 2025 for HOTMA provisions related to new income exclusions and inclusions, new income definitions, and de minimis errors.

Policy amendments implementing the aforementioned mandatory provisions, as well as the discretionary provision not to utilize the EIV system at interim reexaminations effective July 1, 2025, were presented to and approved by the Board of Directors.

Implementation of remaining HOTMA provisions are dependent upon updates to HACA's and HUD's software being compliant with HOTMA information gathering and reporting requirements. On June 17, 2024 HUD announced that the transition to HOTMA compliant software will be delayed until further notice.

Until the software programs are compliant with HOTMA, HACA will continue to follow its existing policies and procedures, except for those mandatory and discretionary provisions listed above.

FY2026 ANNUAL AGENCY PLAN
PUBLIC HOUSING ADMISSIONS AND CONTINUED OCCUPANCY POLICY (ACOP)
AMENDMENT SUMMARY

The ACOP has been rewritten in its entirety utilizing a model policy from Nan McKay & Associates. This summary outlines both mandatory and discretionary provisions of HOTMA as incorporated by policy. The full context of the ACOP is available for review upon request and is posted on the Housing Authority website @ www.hacarmstrong.org. Provisions of the Housing Opportunity Through Modernization Act (HOTMA) will be implemented effective January 1, 2025 unless extended by HUD.

Chapter 3 – Eligibility Introduction

In addition to the existing eligibility requirements, applicants must also *meet net asset and property ownership restriction requirements* in order to receive housing assistance.

Chapter 3.I.J – Guests

The PHA must be notified of overnight guests who will be staying in the unit for more than 3 days. Guests can remain in the unit no more than 14 cumulative days per year. Exceptions may be considered on a case-by-case basis. Children under a custody agreement or for whom a family has visitation privileges are not subject to the guest limitations. Guests who use the housing unit address for any purpose will be considered unauthorized occupants and constitutes a lease violation.

Chapter 3-II.A – Income Eligibility and Targeting

Income limits only at admission; however, the family income of applicants who become residents must not exceed the over-income limit, based on family size, for continued occupancy.

Chapter 3-II.D – Family Consent to Release of Information

The HA is not required or obligated to assist applicants who do not supply information or documentation required by the application process, *including refusal to provide, or revocation of, consent to access financial records*. Chapter 7 detailed information regarding consent forms.

Chapter 3-III.C – Restriction on Assistance Based on Assets

Applicant families will be ineligible if:

A family's net assets exceed \$100,000 (adjusted annually); or,

A family has real property that is suitable for occupancy as a residence and the family has: current ownership interest in the real property; a legal right to reside in the real property; and the effective legal authority to sell (based on the State or local laws of the jurisdiction where the property is located) real property, except this real property restriction does not apply to: any property for which the family is receiving assistance for a manufactured home or under the Section 8 Homeownership Program; any property that is jointly owned by a member of the family and at least one non-household member who does not live with the family, if the non-household

member resides at the jointly owned property; any family that is offering such property for sale; or any person who is a victim of domestic violence, dating violence, sexual assault, or stalking.

A property is considered suitable for occupancy unless the family demonstrates that it: does not meet the disability-related needs for all members of the family (e.g. physical accessibility requirements, need for additional bedrooms, proximity to accessible transportation, etc.); is not sufficient for the size of the family defined as being overcrowded based on the PHA's occupancy standards in Chapter 5); is geographically located so as to be a hardship for the family (e.g. distance or commuting time to work or school, etc.); is not safe because the physical condition of the property poses a risk to the family's health and safety and the condition cannot be easily remedied; or is not a property that the family may reside in under the State or local laws of the jurisdiction where the property is located.

Acceptable documentation under this chapter shall be the family's certification.

Chapter 6-I.B – Household Composition and Income

Annual income include:

All amounts not specifically excluded in the list of federally mandated income exclusions as published in 24 CFR on May 20, 2014, received from all sources by each member of the family who is 18 years of age or older or is the head of household or spouse of the head of household, plus unearned income by or on behalf of each dependent who is under 18 years of age; and

When the value of net family assets exceeds \$50,000 (adjusted annually) and the actual returns from a given asset cannot be calculated, imputed returns on the asset based on the current passbook savings rate as determined by HUD.

Temporary and absent family members:

Unless specifically excluded by the regulations, the income of all family members approved to live in the unit will be counted, even if the family member is temporarily absent from the unit.

Generally, an individual who is or is expected to be absent from the unit for 180 consecutive days or less is considered temporarily absent and continues to be considered a family member. Generally, an individual who is or is expected to be absent from the unit for more than 180 consecutive days is considered permanently absent and no longer a family member.

Exceptions to this general policy include absent students, foster care placement, absent head spouse, or cohead due to employment, and hospital and nursing home confinement.

Chapter 6-I.C – Calculating Annual Income

For initial occupancy and interim recertifications, the family's annual income will be estimated for the upcoming 12-month period.

For annual recertifications, the family's annual income will be based on the 12-month period preceding the calculation of income, except where the Housing Authority uses the streamlined income determination. In determining family income for the previous 12-month period, if the Housing Authority determines that the family's income during this period does not accurately

reflect the family's current income, the income must be adjusted.

Chapter 6-I.E – Earned Income Disallowance

Families participating in the Earned Income Disregard (EID) program as of December 31, 2023 will continue to be eligible for the full 24-month benefit. As of January 1, 2024, the program has been eliminated and no new families will be eligible for the disallowance.

Chapter 6-II.C – Asset Inclusion and Exclusions

All assets are now categorized as either real property (land, home) or personal property (tangible and intangible items).

The value of necessary items of personal property is excluded from the calculation of net family assets. This includes items that are essential to the family for the maintenance, use, and occupancy of the premises as a home; necessary for employment, education, or health and wellness; and items that support and facilitate daily life within the home. Non-necessary personal items include bank accounts, financial investments, or luxury items and may be included or excluded based on the asset threshold of \$50,000 (adjusted annually).

New Exclusions include:

Federal tax refunds or refundable tax credits for a period of 12 months after receipt by the family.

Value of a retirement plan recognized by the IRS.

Value of real property the family does not have legal authority to sell.

Amounts covered by certain civil action or settlement.

Value of Coverdell education savings account under Section 530 of the IRS Code of 1986 and value of a qualified tuition program under Section 529 of such Code.

Value of any baby bond created, authorized, or funded by federal, state, or local government.

Interests in Indian trust land.

Equity in manufactured home or Homeownership property receiving Section 8 assistance.

Family-Self Sufficiency accounts.

Full amount of assets held in irrevocable trusts; the full amount of assets held in a revocable trust where a member of the family is the beneficiary, but the owner and trustee of the trust is not a member of the participant family or household.

Chapter 6.III.A – Adjusted Income

The following deductions will be made from annual income:

\$480 for each dependent (adjusted annually);

\$525 (adjusted annually) for any elderly family or disabled family;

The sum of the following, to the extent the sum exceeds 10% of annual income:

- Unreimbursed health and medical expenses of any elderly family or disabled family;*
- Unreimbursed reasonable attendant care and auxiliary apparatus expenses for each member*

- of the family who is a person with disabilities, to the extent necessary to enable any member of the family (including the member who is a person with a disability) to be employed; and*
- *Any child care expenses that are reasonable and necessary to enable a member of the family to be employed or to further his/her education.*

Chapter 6.III.G – Hardship Exemptions – Health/Medical Care, Disability Assistance, and Child Care Expenses

Families may be eligible relief as follows:

Phased-In Relief: *Applicable to all families who received a deduction based on their most recent income review. The 10% threshold will be phased-in over 24-months at the family’s next annual or interim reexamination, whichever occurs first, as follows:*

- *For the first 12-month period, the family is eligible for a deduction of their eligible expenses in excess of 5% of annual income.*
- *At the conclusion of 12 months, the family is eligible for a deduction of their eligible expenses in excess of 7.5% of annual income for another 12 months.*
- *At the conclusion of 24 months, the standard 10% threshold will be applicable unless:*
 - *Prior to the end of the 24-month period, the family may request an exemption under general relief described below. If the family is found eligible for general relief, the phased-in relief ends and the family cannot go back to phased-in relief.*

The PHA will not continue phased-in relief for families who are treated as a new admission under a different program (moves from HCV to PH) and the sum of expenses that exceeds 10% of annual income will be used to calculate adjusted income.

General Relief: *To be eligible for a deduction of eligible expenses in excess of 5% of family annual income, families must:*

- *Demonstrate that their expenses increased (other than the transition to the higher threshold), or*
- *Demonstrate that the financial hardship is a result of a change in circumstances that would not otherwise trigger an interim recertification (as defined by the PHA).*

Families may request general relief regardless of whether they previously received deductions or are currently or were previously receiving relief under the phased-in relief. The PHA will not provide extensions for relief beyond an initial 90-day exemption period.

Child Care Expenses: *A family whose eligibility for a child care expense deduction is ending may request a financial hardship exemption to continue receiving the deduction and must:*

- *Demonstrate to the PHA’s satisfaction that the family is unable to pay rent because of the loss of the child care expense deduction, and*
- *That the child care expense is still necessary even though the family member is no longer employed, looking for work, or seeking to further their education.*

The PHA will not provide extensions for relief beyond an initial 90-day exemption period.

Chapter 7.1.A – Family Consent to Release Information – Form HUD-9886

All adult applicants and tenants must sign form HUD-9886. Once all applicants and participants have signed and submitted a consent form on or after January 1, 2024, family members do not need to sign and submit subsequent consent forms at the next regularly scheduled income examination, unless:

- *When a person 18 years of age or older becomes a member of the family;*
- *When a current family member turns 18 years of age; or*
- *As required by HUD or the PHA in administrative instructions.*

Family members turning 18 years of age between annual recertifications will be notified that they will be required to sign any consent forms within 10 business days of turning 18 years of age.

Consent forms will include a provision authorizing the PHA to obtain any financial record from any financial institution, as the terms financial record and financial institution are defined in the Right to Financial Privacy Act (12 .S.C. 3401), whenever the PHA determines the record is needed to determine an applicant's or participant's eligibility for assistance or level of benefits.

Executed consent forms will remain effective until the family is denied assistance, assistance is terminated, or the family provides written notification to the PHA it is revoking consent.

Refusal to sign or evocation of consent forms will result in denial of admission or termination of assistance. If a family revokes their consent, the PHA will notify the local HUD office.

Chapter 7.1.B – Use of Other Programs' Income Determinations

The PHA will not accept income verification from other federal assistance programs. With the exception of streamlined income determinations, all income will be verified in accordance with the requirements of HUD's verification hierarchy and PHA policies.

Chapter 7.1.C – Streamlined Income Determinations

The PHA will use streamlined income determinations where applicable.

Chapter 7.1.D – Verification Hierarchy

When the PHA does not use a streamlined income determination or EIV + self-certification, the PHA will obtain 3rd party verification of:

- *Reported family annual income;*
- *All family regardless of value;*
- *Expenses related to deductions from annual income; and*
- *Other factors that affect the determination of adjusted income.*

Chapter 7.1.E – Level 5 and 6 – Up-Front Income Verification (UIV)

The PHA will use HUD's Enterprise Income Verification (EIV) System in its entirety as a 3rd party source to verify tenant employment and income during annual and streamlined reexaminations of family composition and income.

EIV Income and IVT Reports: *The PHA will obtain EIV Income and IVT reports for all annual reexaminations for all families on a monthly basis. These reports will only be used for interim reexaminations as necessary (e.g. zero income families).*

New Hires Report: The PHA will only review the New Hires Report at annual reexaminations since it does not process interim reexaminations for increases in earned income after an interim decrease.

No Income Reported by HHS or SSA Report: The PHA will generate and review these reports on a quarterly basis and take corrective action if the PHA determines that a family has concealed or under-reported their income.

EIV Identity Verification Report: The PHA will generate and review this report on a monthly basis and attempt to resolve any discrepancies promptly.

Deceased Tenants Report: The PHA will generate and review this report on a quarterly basis.

Other EIV Reports: The PHA will generate and review the Multiple Subsidy Report on a quarterly basis and the Failed EIV Pre-Screening and Failed Verification (Failed SSA Identity Test) reports on a monthly basis.

Chapter 7.1.F – Level 4 Verification

At annual reexaminations, if there are no reported changes to an income source, the PHA will use EIV + self-certification as verification of employment income, provided the family agrees with the amounts listed in EIV. The PHA will determine employment income by averaging the last 2 quarters of income listed in EIV. If the family disagrees with the amounts in EIV, the amount does not reflect current income, or less than 2 quarters are available in EIV, the PHA will obtain 3rd party verification from the source, also known as “tenant-provided verification” in accordance with PHA policy. This method of verification cannot be used for new admissions or interim reexaminations.

Chapter 7.1.G – Level 3 – Written, Third-Party Form

The PHA will attempt to send written 3rd party verification forms to the source whenever higher levels of verification are unavailable. The PHA may choose to obtain oral 3rd party verification without first attempting, and in lieu of, a written 3rd party verification form.

Chapter 7.1.H – Level 2 – Oral, Third-Party Verification

If written 3rd party verification requests are not returned within 10 business days, the PHA will accept self-certification from the family without attempting to obtain oral 3rd party verification.

Chapter 7.1.I – Level 1– Self-Certification

The self-certification verification method will be used as a last resort; however, it is an acceptable form of verification when:

- A source of income is fully excluded;
- Net family assets total \$50,000 or less;
- The family declares that they do not have any present ownership in any real property;
- A family states that they have non-recurring income that will not be repeated in the coming year; and/or
- When the PHA has adopted a policy to implement streamlined annual recertifications for fixed sources of income.

All self-certifications will include the following language: “I/We, the undersigned, certify under penalty of perjury that the information provided here is true and correct, to the best of my knowledge and recollection. WARNING: Anyone who knowingly submits a false claim or knowingly makes a false statement is subject to criminal and/or civil penalties, including confinement for up to five years, fines, and civil and administrative penalties (18 U.S.C.287, 1001, 1010, 1012; 31 U.S.C. 3279, 3802).”

Chapter 8.II.C – NSPIRE Inspections

UPCS inspection protocol has been replaced with new NSPIRE standards.

Exhibit 8-1 – Smoke-Free Housing Policy

Revised the definition of Smoking and Prohibited Products: “Smoking” means inhaling, exhaling, burning, or carrying of any lighted or heated cigar, cigarette, or pipe, or any other lighted or heated tobacco or plant product intended for inhalation, including hookahs and marijuana, whether natural or synthetic, in any manner or any form. “Smoking” also includes the use of an electronic smoking device which creates an aerosol or vapor, in any manner or in any form.

Added language that a resident who violates this Policy shall also be liable to the Housing Authority for the cost to repair the unit due to damage from smoke odors or residue.

Replaced the progressive action steps when smoking is reported or observed with One-Strike policy.

Clarified that the Housing Authority is not required to take steps in response to smoking in violation of this Policy unless the Housing Authority either has actual knowledge of the violation and the identity of the responsible person or has been given written notice of the violation.

Chapter 9-I.A - Annual Reexaminations for Families Paying Income-Based Rents

The PHA will conduct a reexamination of income and family circumstances at least annually, except for over-income families and flat rent families.

Chapter 9-I.D – Calculating Annual Income at Annual Reexamination

The PHA must determine the income of the family for the previous 12-month period and use this amount as the family income for annual reexaminations, except where the PHA uses a streamlined income determination or Safe Harbor determination from a means-tested federal public assistance program in accordance with the policies in Chapter 7. Third-party verification will be conducted if the family disagrees with the PHA’s determination of income or the PHA has other reason to use third-party verification.

Chapter 9-I.E – Other Considerations – Criminal Background Checks

At annual reexamination, the PHA will conduct criminal background checks, including the Dru Sjodin National Sex Offender database to verify if any member of the tenant household is subject to a lifetime sex offender registration.

Chapter 9-II.B – Full Reexamination of Family Income and Composition – Flat Rents

Frequency: *The PHA will conduct a full reexamination of family income and composition once every 3 years. The PHA is only required to provide the amount of income-based rent the family*

might pay in the years that a full reexamination of family income and composition is conducted, or upon request of the family after the family submits updated income information.

Flat Rent families who become over-income, this policy will not apply. The PHA will conduct an interim reexamination at 12 and 24 months following the initial over-income determination as needed to verify the family remains over-income. The family will be given the choice between income-based and flat rent at each annual reexamination during the over-income period. If a family is subsequently determined to no longer be over-income:

- If the determination is the result of an annual reexamination, the family will be given a choice between income-based or flat rent. If the family selects flat rent, the PHA will resume reexamination of family income and composition once every 3 years.
- If the determination is the result of an interim reexamination, the PHA will conduct an annual reexamination at the family's next scheduled annual date. If the family selects flat rent, the PHA will resume reexamination of family income and composition once every 3 years.

Families will only be given the choice between income-based and flat rent at annual reexamination.

Reexamination Policies: In conducting full reexaminations for flat rent families, the PHA will follow the policies used for annual reexamination of families paying income-based rent set forth in Sections 9-I.B through 9-I.E.

Chapter 9-II.C – Reexamination of Family Composition (“Annual Update”) – Flat Rents

In the 2 years between full reexaminations, the PHA will conduct a reexamination of family composition (annual update). At an annual update, the PHA does not collect information about the family's income and expenses, the families rent is not recalculated, and generally the family will not be required to attend an interview, unless the PHA determines that an interview is warranted.

Criminal Background Checks: At annual updates, the PHA will conduct criminal background checks, including the Dru Sjodin National Sex Offender database to verify if any member of the tenant household is subject to a lifetime sex offender registration.

Chapter 9-III.C – Interim Reexaminations – Changes Affecting Income or Expenses

This section only applies to families paying income-based rent. Flat rent families are not required to report changes in income or expenses.

Interim Decrease: Generally, the PHA will only conduct an interim when the family's adjusted income has decreased by an amount that is 10% or more of the family's adjusted income. However, an interim will be processed for a decrease in adjusted income of any amount in the following 2 circumstances:

- When there is a decrease in family size due to the death of a family member; or
- When a family member permanently moves out of the assisted unit during the period since the family's last reexamination.

Interim Increase: The PHA will not process interim reexaminations for income increases that result in less than a 10% increase in annual adjusted income.

When a family reports an increase in earned income between annual reexaminations, the PHA will not process an interim, regardless of the amount of the increase, and regardless of whether there was a previous decrease since the family's last annual reexamination.

The PHA will process an interim for any increases in unearned income of 10% or more in adjusted income.

The PHA will not perform an interim reexamination when a family reports an increase in income (whether earned or unearned income) within 3 months of their annual reexamination effective date. However, families who delay reporting income increases until the last 3 months of their certification period may be subject to retroactive rent increases in accordance with the PHA policies in Chapter 15.

Concurrent Increases in Earned and Unearned income: When the family reports an increase in both earned and unearned income at the same time, the PHA must look at the earned and unearned income changes independently of each other to determine if an interim reexamination is processed. The PHA will only conduct an interim when the increase independently meets the 10% threshold and all other requirements for processing interims.

Cumulative Increases: A series of smaller reported increases in adjusted income may cumulatively meet or exceed the 10% increase threshold, at which point the PHA must process an interim reexamination in accordance with PHA policy.

Over-Income Families: PHAs are required to conduct income examinations of public housing families who have been determined to exceed the over-income limit at specific intervals. When a PHA makes an initial determination that a family is over-income during an interim reexamination, the PHA must conduct a second interim reexamination 12 months after the over-income determination, and then again 12 months after the second over-income determination, unless the family's income falls below the over-income limit during the 24-month period. This continued evaluation of the family's over-income status requires the PHA to notify any family that exceeds the over-income limit that they remain over the income limit, even if the family is paying the flat rent. An interim income reexamination to determine if a public housing family remains over-income does not reset the family's normal annual reexamination date.

Family Reporting: Families are required to report all changes in income and family composition within 10 business days of the date the change takes effect. Within 10 business days of the family reporting the change, the PHA will determine if an interim reexamination is required.

Chapter 9-III.D – Interim Reexaminations – Effective Dates

Changes Reported Timely: Rent decreases will be effective on the first of the month after the date of the actual change leading to the interim reexamination (decrease applied retroactively).

Rent increases will be effective on the first of the month after the end of the family's 30-day written notice period.

Changes Not Reported Timely: Rent decreases will be effective on the first of the month following completion of the interim reexamination.

Rent Increases will be effective retroactively to the first of the month following the date of the change leading to the interim reexamination of family income.

Chapter 9-V – Non-Interim Reexamination Transactions

Families may experience changes within the household that do not trigger an interim reexamination under PHA policy and HUD regulations but which HUD still requires the PHA to report via Form HUD-50058. These are known as non-interim reexamination transactions. In these cases, PHAs will submit a separate, new action code on Form HUD-50058. The following is a list of non-interim reexamination transactions:

- *Adding/Removing a hardship exemption for the child care expense deduction;*
- *Updating/Removing the phased-in hardship relief for the health/medical care/reasonable attendant care/auxiliary apparatus expense deduction;*
- *Adding/Removing general hardship relief for the health/medical care/reasonable attendant care and auxiliary apparatus expense deduction;*
- *Adding/removing a minimum rent hardship;*
- *Adding/removing a non-family member (i.e., live-in aide, foster child, foster adult);*
- *Ending a family's EID or excluding 50 percent at the start of the second 12-month EID period.*
- *Adding/Removing a family member and an increase in adjusted income does not trigger an interim reexamination under the final rule;*
- *Adding/Updating a family or household member's Social Security number; and*
- *Updating a family member's citizenship status from eligible to ineligible or vice versa, resulting in a change to the family's rent and/or utility reimbursement, if applicable, or updating the prorated rent calculation due to the addition or removal of family members in household with an ineligible noncitizen(s).*

Chapter 10 – Pets

Added section specifically addressing assistance animals.

Chapter 13-II.B – Mandatory Lease Termination – Failure to Provide Consent

The PHA has established a policy that revocation of consent to access financial records will result in termination of tenancy.

Chapter 13-II.C – Mandatory Lease Termination – Failure to Document Citizenship

The PHA must terminate tenancy if the family fails to submit required documentation concerning any family member's citizenship or eligible immigration status within required timeframes; USCIS primary and secondary verification does not verify eligible immigration status of the family, resulting in no eligible family members; or a family member, as determined by the PHA, has knowingly permitted another individual who is not eligible for assistance to reside (on a permanent basis) in the unit.

Chapter 13-II.D – Mandatory Lease Termination – Failure to Disclose/Document SSN

The PHA will defer the family's termination and provide the family with the opportunity to comply with the requirement for a period of 90 calendar days for circumstances beyond the resident's control such as delayed processing of the SSN application by the SSA, natural disaster, fire, death

in the family, or other emergency, if there is a reasonable likelihood that the participant will be able to disclose an SSN by the deadline.

Chapter 13-II.E – Mandatory Lease Termination – Failure to Accept Offer of Lease Revision

The PHA must terminate the lease if the family fails to accept the PHA's offer of a lease revision to an existing lease.

Chapter 13-II.F – Mandatory Lease Termination – Methamphetamine Conviction

The PHA must immediately terminate the lease if the PHA determines that any household member has ever been convicted of the manufacture or production of methamphetamine on the premises of federally assisted housing.

Chapter 13-II.G – Mandatory Lease Termination – Lifetime Registered Sex Offenders

If the PHA discovers that a member of an assisted household was subject to a lifetime registration requirement at admission and was erroneously admitted after June 25, 2001, the PHA must immediately terminate assistance for the household member. The PHA will offer the family the opportunity to remove the ineligible family member from the household. If the family is unwilling to remove that individual from the household, the PHA must terminate tenancy for the household.

Chapter 13-II.H – Mandatory Lease Termination – Noncompliance with Community Service

The PHA is prohibited from renewing a lease at the end of the 12-month lease term when the family fails to comply with the community service requirements

Chapter 13-II.I – Mandatory Lease Termination – Death of Sole Family Member

The PHA will immediately terminate the lease following the death of the sole family member.

Chapter 13-II.I – Mandatory Lease Termination – Over-Income Families

For families whose income exceeds the over-income limit for 24 consecutive months, the PHA will terminate the tenancy of the family no more than 2 months after the final notification of the family's over-income status in accordance with the PHA's continued occupancy policies below.

Over-Income Limit: *The PHA will calculate new over-income limits (multiple VLI by 2.4) that will be effective within 60 calendar days after HUD's publication of new annual income limits.*

Decreases in Income: *If, at any time during the 24-month period following the initial over-income determination, an over-income family experiences a decrease in income, the family may request an interim redetermination of rent in accordance with PHA policy.*

If, as a result, the previously over-income family is now below the over-income limit, the family is no longer subject to over-income provisions as of the effective date of the recertification. The PHA will notify the family in writing within 10 business days of the determination that over-income policies no longer apply to them.

Initial Notice of Over-Income Status: *At annual/ interim reexamination, if a family's income exceeds the applicable over-income limit, within 10 business days of the determination, the PHA will notify the family in writing of the determination. The notice will state that if the family continues to be over-income for 24 consecutive months, the family will be subject to the PHA's*

over-income policies. The notice will state that the family may request a hearing if the family disputes the PHA's determination in accordance with PHA policies.

Second Notice of Over-Income Status: *If a family's income continues to exceed the applicable over-income limit after 12 consecutive months, within 10 business days of the determination, the*

PHA will notify the family in writing of the determination. The notice will state that if the family continues to be over-income for 24 consecutive months, the family will be subject to the PHA's over-income policies. The notice will also state that the family may request a hearing if the family disputes the PHA's determination in accordance with PHA policies.

Final Notice of Over-Income Status: *For families whose income exceeds the over-income limit for 24 consecutive months, the lease will convert to a month-to-month lease, and the PHA will terminate the tenancy of the family no more than 2 months after the final notification of the family's over-income status.*

During the period before termination, the over-income family will continue to be a public housing program participant until their tenancy is terminated. The PHA will continue to charge the family rent in accordance with public housing regulations, will offer the family the choice between income-based and flat rent as required by the regulations, and will prorate rent for mixed families.

When an over income family is facing termination after exceeding the grace period of 2 months, the family may request an interim reexamination, but a decrease in income and the family's rent will not reset the period before termination or enable the family to avoid termination. The PHA will give appropriate notice of lease tenancy termination/notice to vacate in accordance with state and local laws.

Chapter 13-III.B – Mandatory Lease Provisions

Illegal Use of a Drug: *The PHA will terminate the lease when a household member is illegally using a drug or the PHA determines that a pattern of illegal use (more than 1 incident during the previous 3 months) of a drug interferes with the health, safety, or right to peaceful enjoyment of the premises by other residents.*

Threat to Other Residents: *The PHA will terminate the lease when a covered person engages in any criminal activity that threatens the health, safety, or right to peaceful enjoyment of the premises by other residents, including PHA staff, or by persons residing in the immediate vicinity of the premises (within a three-block radius of the premises).*

Alcohol Abuse: *The PHA will terminate the lease when a covered person engages in engages in abuse or a pattern of abuse (more than 1 incident during the previous 3 months) of alcohol that threatens the health, safety, or right to peaceful enjoyment of the premises by other residents.*

Furnishing False/Misleading Information Concerning Illegal Drug Use/Alcohol Abuse: *The PHA will terminate the lease if a household member has furnished false or misleading information concerning illegal drug use, alcohol abuse, or rehabilitation of illegal drug users or alcohol abusers.*

Other Serious or Repeated Violations of Material Terms of the Lease: *Failure to abide by the provisions of the PHA Pet Policy, Smoke-Free Housing Policy, or Bedbug Policy.*

The breach of the terms of a repayment agreement entered into with the PHA.

Household members engagement in or threatened violent or abusive behavior toward PHA personnel defined as:

- *Abusive/Violent behavior includes verbal as well as physical actions. Use of racial epithets, or other language, written or oral, that is customarily used to intimidate.*
- *Threatening refers to oral or written threats or physical gestures that communicate intent to abuse or commit violence.*

Family Absence from Unit: *The family must supply any information or certification requested by the PHA to verify that the family is living in the unit or relating to family absence from the unit. The family must promptly (within 10 business days of the start of the absence) notify the PHA when all family members will be absent from the unit for any period greater than 30 calendar days. In such a case promptly means.*

If a family is absent from the public housing unit for more than 180 consecutive days, and the family does not adequately verify that they are living in the unit, the PHA will terminate the lease for other good cause.

Abandonment of the unit: If the family appears to have vacated the unit without giving proper notice, the PHA will follow state and local landlord-tenant law pertaining to abandonment before taking possession of the unit. If necessary, the PHA will secure the unit immediately to prevent vandalism and other criminal activity.

Chapter 13-III.D – Alternatives to Termination of Tenancy

Exclusion of Culpable Household Member: *The PHA will consider requiring the tenant to exclude a household member in order to continue to reside in the assisted unit, where that household member has participated in or been culpable for action or failure to act that warrants termination.*

Chapter 13-III.E – Criteria for Deciding to Terminate Tenancy

Evidence: *The PHA will use the preponderance of the evidence as the standard for making all termination decisions. Preponderance of the evidence is defined as evidence which is of greater weight or more convincing than the evidence which is offered in opposition to it; that is, evidence which as a whole, shows that the fact sought to be proved is more probable than not. Preponderance of the evidence may not be determined by the number of witnesses, but by the greater weight of all evidence.*

Chapter 13-III.F – Terminations related to VAWA

The PHA will implement provisions of the Violence Against Women Reauthorization Act of 2022 (VAWA 2022) regarding domestic violence, dating violence, sexual assault, stalking, or human trafficking.

Chapter 13-IV.B – Conducting Criminal Records Checks

The PHA will conduct criminal records checks when it has come to the attention of the PHA, either

from local law enforcement or by other means, that an individual has engaged in the destruction of property, engaged in violent activity against another person, or has interfered with the right to peaceful enjoyment of the premises of other residents. Such checks will also include sex offender registration information. In order to obtain such information, all adult household members must sign consent forms for release of criminal conviction and sex offender registration records on an annual basis.

Chapter 13-IV.C – Disclosure of Criminal Records to Family

In all cases where criminal record or sex offender registration information would result in lease enforcement or eviction, the PHA will notify the household in writing of the proposed adverse action and will provide the subject of the record and the tenant a copy of such information, and an opportunity to dispute the accuracy and relevance of the information before an eviction or lease enforcement action is taken.

Chapter 13-IV.D – Lease Termination Notice

Form, Delivery, and Content of the Notice: *If the PHA offers remote hearings, the notice will state that the resident may request a remote hearing. If the PHA requires that hearings be conducted remotely, the notice to the resident will state that the hearing will be conducted remotely.*

The PHA will attempt to deliver notices of lease termination directly to the tenant or an adult member of the household. If such attempt fails, the notice will be posted on the unit door and sent by first-class mail the same day.

Timing of the Notice: *The PHA will provide written notice 30 calendar days from the date the tenant receives the notice of lease termination. Any Notice of Lease Termination and Notice to Quit will run concurrently.*

Chapter 14.I.B – Informal Hearing Process - Applicants

Use of Informal Hearing Process: *The PHA will only offer informal hearings to applicants for the purpose of disputing denials of admission.*

Notice of Denial: *As applicable, the PHA's notice will include information about required or requested remote informal hearings.*

Scheduling an Informal Hearing: *A request for an informal hearing must be made in writing and delivered to the PHA either in person or by first class mail, by the close of the business day, no later than 10 business days from the date of the PHA's notification of denial of admission. The PHA will schedule and send written notice of the informal hearing within 10 business days of the family's request. Informal hearing will be conducted within 30 business days from the PHA's receipt of the applicant's request.*

Remote Informal Hearing: *The PHA has the sole discretion to require that informal hearings be conducted remotely in case of local, state, or national physical distancing orders, in cases of inclement weather or natural disaster, and where it would be more advantageous for the PHA or Applicant.*

Informal Hearing Decision: *If the family fails to appear for the informal hearing, the denial will stand. Failure to appear includes arriving 15 minutes after the scheduled time.*

Chapter 14-III.B – Grievance Procedures for Public Housing Tenants - Definitions

Removed Expedited Grievance Procedure

Chapter 14-III.C – Applicability

The PHA will grant opportunity for grievance hearings for all lease terminations regardless of cause.

Chapter 14-III.D – Informal Settlement of Grievance

Revise the time frame request for a meeting from 7 to 10 business days.

Revise the time frame for scheduling a meeting from 15 to 10 business days.

Add If a tenant fails to attend the scheduled meeting without prior notice, the meeting will only be scheduled for good cause or if needed as a reasonable accommodation.

Chapter 14-III.E – Procedures to Obtain a Hearing

Requests for Hearing and Failure to Request: *Revise the time frame from 7 to 10 business days.*

Scheduling of Hearings: *Revise the time frame from 15 to 10 business days to schedule/send written notice to the tenant and add that hearings will be conducted within 30 business days from PHA's receipt of the hearing request.*

Chapter 14-III.G – Remote Hearings

The PHA has the sole discretion to require that hearings be conducted remotely in case of local, state, or national physical distancing orders, in cases of inclement weather or natural disaster, and where it would be more advantageous for the PHA. In addition, the PHA will conduct a hearing remotely upon request as a reasonable accommodation for a person with a disability, if a tenant does not have child care or transportation that would enable them to attend the hearing, or if the tenant believes an in-person hearing would create an undue health risk. The PHA will consider other reasonable requests for a remote hearing on a case-by-case basis.

Discovery of Documents Before the Remote Hearing: *The PHA will compile a hearing packet, consisting of all documents the PHA intends to produce at the hearing. The PHA will provide copies of the hearing packet to the tenant, the tenant's representatives, if any, and the hearing officer at least 3 business days before the hearing. The PHA will require the resident to provide any documents directly relevant to the hearing at least 3 business days before the hearing through the mail, via email, or text. The PHA will scan and email copies of these documents to the hearing officer and the PHA representative the same day they are received. Documents will be shared electronically whenever possible.*

Chapter 14-III.H – Procedures Governing the Hearings

Rights of Complainant: *The tenant will be allowed to copy, at the tenant's expense, any documents related to the hearing at a cost of \$.25 per page. The tenant must request discovery of PHA documents no later than 3 business days prior to the hearing.*

Failure to Appear: *If the tenant does not appear at the scheduled time of the hearing, the hearing officer will wait up to 15 minutes. If the tenant appears within 15 minutes of the scheduled time, the hearing will be held. If the tenant does not arrive within 15 minutes of the scheduled time, they will be considered to have failed to appear. If the tenant fails to appear, the PHA will not reschedule the hearing.*

General Procedures: *The PHA will arrange in advance, at the PHA's expense, for a written transcript of the hearing. The tenant may request a copy of the transcript at their expense.*

Final Decision: *When the PHA considers the decision of the hearing officer to be invalid due to the reasons stated above, it will present the matter to the PHA Board of Commissioners within 10 business days of the date of the hearing officer's decision. The Board has 30 calendar days to consider the decision. If the Board decides to reverse the hearing officer's decision, it must notify the complainant within 10 business days of this decision.*

Chapter 15-II.C – PHA-Caused Errors or Program Abuse

De Minimis Errors: *The PHA will not be considered out of compliance when making annual income determinations solely due to de minimis errors in calculating family income. A de minimis error is an error where the PHA determination of family income deviates from the correct income determination by no more than \$30 per month in monthly adjusted income (\$360 in annual adjusted income) per family.*

PHAs must take corrective action to credit or repay a family if the family was overcharged rent. Families will not be required to repay the PHA in instances where the PHA miscalculated income resulting in a family being undercharged for rent.

PHA Policy

The PHA will reimburse a family for any family overpayment of rent that is \$25 or more, regardless of whether the overpayment was the result of staff-caused error, staff program abuse, or a de minimis error. Upon request of the family, the PHA will apply the overpayment credit to the family's account. An overpayment credit that is less than \$25 will be applied to the family's account.

Chapter 15-II.E – Fraud and Program Abuse Recoveries

PHAs who enter into a repayment agreement with a family to collect rent owed, initiate litigation against the family to recover rent owed, begin eviction proceedings against a family, or refer outstanding family debts to collection may retain 100 percent of program funds that the PHA recovers. If the PHA does none of the above, all amounts that constitute an underpayment of rent must be returned to HUD.

Chapter 16 – Program Administration

Establishing Flat Rents: *If the FMR/SAFMR is lower than the previous year, flat rents will not be affected. The PHA will apply updated flat rents at each family's next annual reexamination or flat rent update after implementation of the new flat rents.*

Reporting Requirements for Children with Elevated Blood Lead Level: *The PHA will provide the public health department written notice of the name and address of any child identified as having*

an elevated blood lead level. The PHA will provide written notice of each known case of a child with an EBLL to the HUD field office, and to HUD's Office of Lead Hazard Control (OLHCHH), within 5 business days of receiving the information.

Annual Inflationary Adjustments

In accordance with the Housing Opportunity Through Modernization Act (HOTMA) of 2016, Implementation of Section 102, 103, and 104 Final Rule HUD will apply annual inflationary adjustments, effective January 1st of each year, to the following regulatory provisions:

- *The value cap on net family assets for imputing returns,*
- *The mandatory deduction for elderly and disabled families,*
- *The restriction on net family assets,*
- *The amount of net assets the Housing Authority may determine based on self-certification by a family, and*
- *The mandatory deduction for a dependent.*

All regulatory provision adjustments shall be implemented without formal amendment of this Admissions and Continued Occupancy Policy.

Glossary

Modified definition: *Adjusted Income; Family; Net Family Assets; Over-Income Family; Total Tenant Payment.*

Added definition: *Alternative Non-Public Housing Rent; Covered Person; De Minimis Errors; Earned Income; Exempt Individual; Foster Adult; Foster Child; Health and Medical Care Expenses; Independent Contractor; Non-Public Housing Over-Income Family; Over-Income Limit; Real Property; Seasonal Worker; Unearned Income.*

Removed definition: *Medical Expenses*

**FY2026 ANNUAL AGENCY PLAN
SECTION 8 HOUSING CHOICE VOUCHER
ADMINISTRATIVE PLAN AMENDMENT**

The following changes to the Section 8 Housing Choice Voucher Administrative Plan require approval to be effective January 1, 2025 unless extended by HUD. These changes are mostly due to the Housing Opportunity Through Modernization Act (HOTMA) required changes with the addition of HACA requested changes.

The full context of the Administrative Plan is available for review upon request and is posted on the Housing Authority (HA) website at www.hacarmstrong.org.

Chapter 3-I.F. Dependents and Minors

Added: A minor is a member of the family, other than the head of family or spouse, who is under 18 years of age.

Chapter 3-I.K. Foster Children and Foster Adults

Added: A foster adult is a member of the household who is 18 years of age or older and meets the definition of a foster adult under state law. In general, a foster adult is a person who is 18 years of age or older, is unable to live independently due to a debilitating physical or mental condition and is placed with the family by an authorized placement agency or by judgement, decree, or other order of any court of competent jurisdiction.

A foster child is a member of the household who meets the definition of a foster child under state law. In general, a foster child is placed with the family by an authorized placement agency (e.g., public child welfare agency) or by judgement, decree, or other order of any court of competent jurisdiction.

Chapter 3-I.L. Absent Family Members

Definition of Temporarily and Permanently Absent

Current "HACA policy": if a tenant is away from a unit for 180 consecutive days they are considered permanently absent and no longer a family member. New "HACA policy": change to 90 consecutive days. A written request to extend 90 additional days can be made.

Family Members Permanently Confined for Medical Reasons

Added: An individual confined to a nursing home or hospital on a permanent basis is not considered a family member.

Chapter 3, Part II: Basic Eligibility Criteria

3-II.D. Family Consent to Release of Information

The HA is not required or obligated to assist applicants who do not supply information or documentation required by the application process, including refusal to provide, or revocation

of, consent to access financial records. Chapter 7 detailed information regarding consent forms.

Chapter 3-II.F. EIV System Searches

This section was added to include how we will use EIV system searches for Existing Tenant Search, Debts Owed to PHAs and Termination and Income and Income Validation Tool Reports. PHA's will contact other PHAs identified to confirm move out documentation and/or proof of an "end of participation". The Debts Owed module will be used as part of the screening process for new household members admitted or added to the program. Income and Income Validation Tools will be used to confirm and validate family reported income.

Chapter 3-III.B. Mandatory Denial of Assistance

Current "HACA policy" stated that currently engaged in illegal drugs was defined as a three-month period. This will be changed to a six-month period to be consistent with Public Housing policy.

In addition to the existing eligibility requirements, applicants must also meet net asset and property ownership restriction requirements in order to receive housing assistance.

Chapter 3-III.C. Restriction on Assistance Based on Assets

Applicant families will be ineligible if:

A family's net assets exceed \$100,000 (adjusted annually); or,

A family has real property that is suitable for occupancy by the family as a residence and the family has: present ownership interest in the real property; a legal right to reside in the real property; and the effective legal authority to sell (based on state or local laws of the jurisdiction where the property is located) the real property.

The real property restriction does not apply if: any property for which the family is receiving assistance for a manufactured home or under the HCV Homeownership program; any property that is jointly owned by a member of the family and at least one non-household member who does not live with the family, if the non-household member resides at the jointly owned property; any family that is offering the property for sale; any person who is a victim of domestic violence, dating violence, sexual assault, or stalking.

A property is considered suitable for occupancy unless the family can demonstrate that it: does not meet the disability-related needs for all members of the family (e.g., physical accessibility requirements, disability-related need for additional bedrooms, proximity to accessible transportation, etc.); is not sufficient for the size of the family (defined as not sufficient for the size of the family as being overcrowded based on the PHA's subsidy standards in Chapter 5); is geographically located so as to be a hardship for the family (e.g. the distance or commuting

time between the property and the family's place of work or school would be a hardship to the family, as determined by the PHA or owner); is not safe to reside in because of the physical condition of the property (e.g., property's physical condition poses a risk to the family's health and safety and the condition of the property cannot be easily remedied); or is not a property that a family may reside in under the state or local laws of the jurisdiction where the property is located.

Chapter 3-III.D. Other Permitted Reasons for Denial of Assistance

Previous Behavior in Assisted Housing

Added: "Any household member who has been evicted or terminated from any assisted housing program within three (3) years of the projected date of admission for other than drug-related criminal activity.

Section 8 applicants previously denied for just cause may not be considered for housing for one (1) year from the date of their final denial letter.

Chapter 3-III.H. Prohibition Against Denial of Assistance to Victims of Domestic Violence, Dating Violence, Sexual Assault, Stalking, and Human Trafficking

Added "human trafficking" throughout policy.

Chapter 5. Briefings and Voucher Issuance

Part II: Subsidy Standards and Voucher Issuance

5-II.B. Determining Family Unit (Voucher) Size

Added "HACA policy" wording per HACA to note:

Single persons 18 and over will be allocated a separate bedroom.

Unrelated children under 18, including same gender will be allocated a separate bedroom.

Children of a different generation, over 5 years old, including same gender will be allowed a separate bedroom.

Chapter 6. Income and Subsidy Determinations

HUD now includes regulations to specify the types of assets which are excluded from a family's annual income.

Chapter 6-I.A. Overview

Annual income includes:

- All amounts, not specifically excluded in 24 CFR 5.609(b);
- All amounts received from all sources by each member of the family who is 18 years of age or older or is the head of household or spouse;
- Unearned income by or on behalf of each dependent who is under 18 years of age; and
- Imputed returns of an asset based on the current passbook savings rate, as determined

- by HUD, when the value of net family assets exceeds \$50,000 (which amount HUD will adjust annually) and the actual returns from a given asset cannot be calculated.

Chapter 6-I.B. Household Composition and Income

Temporarily Absent Family Members

Unless specifically excluded by the regulations, the income of all family members approved to live in the unit will be counted, even if the family member is temporarily absent from the unit.

Generally, an individual who is or is expected to be absent from the assisted unit for 90 consecutive days or less is considered temporarily absent and continues to be considered a family member. Generally, an individual who is or is expected to be absent from the assisted unit for more than 90 consecutive days is considered permanently absent and no longer a family member.

Chapter 6-I.C. Calculating Annual Income

The methodology used for calculating income differs depending on whether income is being calculated at initial occupancy, interim reexamination, or at annual reexamination. However, income from assets is always anticipated regardless of certification type.

Anticipated Annual Income

At initial occupancy and for an interim reexamination of family income, the PHA is required to use anticipated income (current income) for the upcoming 12-month period following the new admission or interim reexamination effective date. Policies related to verifying income are found in Chapter 7.

Calculating Annual Income at Annual Reexamination

At annual reexamination, PHAs must first determine the family's income for the previous 12-month period and use this amount as the family income for annual reexaminations; however, adjustments to reflect current income must be made. Any change of income since the family's last annual reexamination, including those that did not meet the threshold to process an interim reexamination of family income in accordance with PHA policies in Chapter 9 and HUD regulations, must be considered. If, however, there have been no changes to income, then the amount of income calculated for the previous 12-month period is the amount that will be used to determine the family's rental assistance. Income from assets is always anticipated, irrespective of the income examination type. Policies related to conducting annual reexaminations are located in Chapter 11.

Chapter 6-I.D. Earned Income

The earned income of each member of the family who is 18 years of age or older, or who is the head of household or spouse/cohead regardless of age, is included in annual income.

The PHA will include in annual income the full amount, before any payroll deductions of wages and salaries, overtime pay, commissions, fees, tips and bonuses, and other compensation.

Chapter 6-I.E. Earned Income Disallowance for Persons with Disabilities

HOTMA removed the statutory authority for the EID.

Chapter 6-I.F. Business and Self-Employment Income

Independent Contractors:

Added the definition of an independent contractor and that it is included in annual income.

Assets Owned by a Business Entity:

Added definition of assets owned by a business entity and what is counted toward the family assets.

Chapter 6-I.G. Student Financial Assistance

The formula for calculating the amount of other student financial assistance that is excluded from income always begins with deducting the assistance received under 479B of the HEA from the total actual covered costs, because the 479B assistance is intended to pay the student's actual covered costs. Once actual costs are covered, any remaining student financial assistance is considered income.

Chapter 6-I.H. Periodic Payments

Guidance was expanded to include additional information about income payments that have discrete end dates. This section also includes additional guidance on Lump-Sum payments for the delayed start of a periodic payment, retirement accounts, social security benefits, alimony and child support, state payments to allow individuals with disabilities to live at home, and civil rights settlements.

Chapter 6-I.I. Nonrecurring Income

New guidance: Income received as an independent contractor, day laborer, or seasonal worker is not excluded from income as nonrecurring income, even if the source, date, or amount of the income varies.

Chapter 6 - Part II: Assets

6-II.B. Assets Disposed of For Less Than Fair Market Value

This section was added: If a business entity owns the asset, then the family's asset is their ownership stake in the business, not some portion of the business's assets. However, if the family holds the assets in their own name, rather than in the name of a business entity, then the percentage value of the asset owned by the family is what is counted toward net family assets.

Chapter 6-II.C. Asset Inclusions and Exclusions

Checking and Savings Account: HUD considers bank accounts as non-necessary items of personal property. Whether or not necessary personal property is counted toward net family assets depends on the combined value of all of the family's assets.

ABLE Accounts were added in "Asset Inclusions and Exclusions". An Achieving a Better Life Experience (ABLE) account is a type of tax-advantaged savings account that an eligible individual can use to pay for qualified disability expenses. The PHA must exclude the entire value of the individual's ABLE account from the household's assets. Distributions from the ABLE account are also not considered income. However, all wage income received, regardless of which account the money is paid to, is included as income.

Jointly Owned Assets: Additional wording was included to better explain about assets jointly owned.

Tax Refunds: Additional wording was included to better explain that refunds are excluded from a family's net family assets for a period of 12 months after receipt by the family.

Asset Exclusions: Additional wording was included to better identify net family assets including: retirement plan values, real property values, civil action or settlements, Coverdell education savings, tuitions, baby bonds, manufactured homes, homeownership, Family self-sufficiency accounts, federal tax refunds, and irrevocable trusts.

Chapter 6-II.D. Determining Income from Assets

This section was added: some amounts that are excluded from net family assets may be included as annual income when disbursements are made to a family from an asset. In other cases, amounts are excluded from annual income as a lump-sum addition to net family assets, but those funds are then considered a net family asset if held in an account or other investment that is considered part of net family assets.

Actual Income from Assets: Definition added. Also, the PHA may determine the net assets of a family based on a self-certification by the family that net family assets do not exceed \$50,000 (adjusted annually by HUD), without taking additional steps to verify the accuracy of the declaration.

Imputed Income from Assets has increased from \$5,000 to \$50,000. The PHA may not calculate or include any imputed income from assets when net family assets total \$50,000 or less. When net family assets exceed \$50,000 (adjusted annually by HUD), the PHA may not rely on self-certification.

Chapter 6 – Part III: Adjusted Income

6-III.B. Dependent Deduction

The allowance of \$480 will remain the same for 2025 but will be adjusted by HUD annually in accordance with the Consumer Price Index for Urban Wage Earners and Clerical workers in the future.

Chapter 6-III.C. Elderly or Disabled Family Deduction

The allowance for a single deduction has been increased to \$525 for elderly or disabled families. The amount will be adjusted by HUD annually in accordance with the Consumer Price Index for Urban Wage Earners and Clerical workers in the future.

Chapter 6-III.D. Health and Medical Care Expenses Deduction

Past deduction was at 3 percent. New deduction will be when deductions exceed 10 percent of annual income. This is included for the period of payments made or anticipated during the period for which annual income is computed.

Chapter 6-III.G. Hardship Exemptions

This section was added to explain two types of hardship exemptions: phased-in relief and general relief.

Chapter 7-I.A. Family Consent to Release of Information

All adult family members must sign consent forms as needed to collect information relevant to the family's eligibility and level of assistance. While PHAs must use form HUD-9886, this form does not release all the information necessary to the administration of the program. This form will only be signed once.

PHA Policy: family members turning 18 years of age between annual recertifications will be notified before reexamination is due or as needed that they are required to sign the required Consent to the Release of Information Form HUD-9886 at the family's next annual or interim reexamination, whichever is earlier.

Chapter 7-I.B. Use of Other Programs' Income Determination

The PHA will not accept income verification from other federal assistance programs. With the exception of streamlined income determinations, all income will be verified in accordance with the requirements of HUD's verification hierarchy and PHA policies.

Chapter 7-I.C. Streamlined Income Determinations

The PHA will use streamlined income determinations where applicable.

Chapter 7-I.D. Verification Hierarchy

When the PHA does not use a streamlined determination of income or an income determination from a means-tested federal assistance program, HUD requires the PHA to obtain third-party verification of:

- Reported family annual income;
- The value of net family assets when the net value exceeds \$50,000 (as adjusted annually);
- Expenses related to deductions from annual income; and
- Other factors that affect the determination of adjusted income.

In order of priority, the hierarchy is as follows:

Highest: Level 6: Up-front Income Verification (UIV) using HUD’s Enterprise Income Verification (EIV) system

Highest: Level 5: Up-front Income Verification (UIV) using a non-EIV system

High: Level 4:

- Written third-party verification from the source, also known as “family-provided verification”
- Or EIV plus self-certification

Medium: Level 3: Written third-party verification form

Medium: Level 2: Oral third-party verification

Low: Level 1: Self-certification (not third-party verification)

Chapter 7-I.E. Level 5 and 6 Verification: Up-Front Income Verification

The PHA will use HUD’s Enterprise Income Verification (EIV) system in its entirety as a 3rd party source to verify tenant employment and income during annual and streamlined reexaminations of family composition and income.

EIV Income and IVT Reports: The PHA will obtain EIV Income and IVT reports for all annual reexaminations for all families on a monthly basis. These reports will only be used for interim reexaminations as necessary (e.g. zero income families).

New Hires Report: The PHA will review the New Hires Report at least at annual reexaminations since it does not process interim reexaminations for increases in earned income after an interim decrease but may review more for non-reporting requirements.

No Income Reporting by HHS or SSA Report: The PHA will generate the No Income Reported by HHS or SSA Report at least quarterly and will retain the report.

EIV Identify Verification Report: The PHA will identify participants whose identity verification has failed by reviewing EIV’s Identity Verification Report on a monthly basis.

Deceased Tenants Report: The PHA will review the Deceased Tenants Report on a monthly basis.

Other EIV Reports

The PHA is required to review the Multiple Subsidy report at least quarterly and the Failed EIV Pre-Screening and Failed Verification (Failed SSA Identity Test) reports at least monthly.

Chapter 7-I.F. Level 4 Verification

EIV Self-Certification

At annual reexamination, if there are no reporting changes to an income source, the PHA will use EIV + self-certification as verification of employment income, provided the family agrees with the amounts listed in EIV. The PHA will determine employment income by averaging the last two quarters of income listed in EIV. If the family disagrees with the amounts in EIV, the amount does not reflect current income, or less than two quarters are available in EIV, the PHA will obtain third party verification from the source, also known as “tenant-provided verification” in accordance with PHA policy. This method of verification cannot be used for new admissions or interim reexaminations.

Written Third-Party Verification from the Source

In general, the PHA will use third-party verification from the source in the following circumstances:

- At annual reexamination when EIV + self-certification is not used;
- For all new admissions; and
- For all interim reexaminations.

Chapter 7-I.G. Level 3 Verification: Written, Third-Party Form

Typically, the PHA will attempt to send written third-party verification forms to the verification source whenever higher forms of verification are unavailable.

However, on a case-by-case basis the PHA may choose to obtain oral third-party verification without first attempting, and in lieu of, a written-third party verification form.

Chapter 7.I.H. Level 2: Oral Third-Party Verification

In general, the PHA will attempt to obtain written third-party verification via a form from the verification source. If written third-party verification forms are not returned within 10 business days, the PHA will accept self-certification from the family without attempting to obtain third-party verification.

However, if the PHA chooses to obtain oral third-party verification, the PHA will document in the file the date and time of the telephone call or visit, the name of the person contacted and the telephone number, as well as the information confirmed.

When Third-Party Verification is Not Required

If the family cannot provide original documents, the PHA will pay the service charge required to

obtain third-party verification, unless it is not cost effective in which case a self-certification will be acceptable as the only means of verification. The cost of verification will not be passed on to the family.

The cost of postage and envelopes to obtain third-party verification of income, assets, and expense is not an unreasonable cost.

Primary Documents: Third-party verification is not required when legal documents are the primary source, such as a birth certification or other legal documentation of birth.

Chapter 7-I.I. Level 1: Non-Third-Party Verification Technique: Self-Certification

When information cannot be verified by a third party or by review of documents, family members will be required to submit self-certifications attesting to the accuracy of information they have provided to the PHA. A PHA may require a family to certify that a family member does not receive a particular type of income or benefit.

The self-certification must be made in a format acceptable to the PHA and must be signed by the family member whose information or status is being verified.

All self-certifications will include the following language:

“I/We, the undersigned, certify under penalty of perjury that the information provided here is true and correct, to the best of my knowledge and recollection. WARNING: Anyone who knowingly submits a false claim or knowingly makes a false statement is subject to criminal and/or civil penalties, including confinement for up to five years, fines, and civil and administrative penalties (18 U.S.C. 287, 1001, 1010, 1012; 31 U.S.C. 3279, 3802).”

Chapter 7-III.L. Zero Income Reviews

An interim re-examination may be scheduled for families with \$0 income and those only receiving support from family and friends, every 90 days.

PHA’s must not assign monetary value to nonmonetary in-kind donations from a food bank or similar organization received by the family [24 CFR 5.609(b)(24)(vi)].

Chapter 8 Housing Quality Standards and Rent Reasonableness Determinations

HQS inspection protocol has been replaced with new NSPIRE standards. Additional wording was added in policy to update for the safety of the staff going into units with animals.

Chapter 9-I.F. Lease and Tenancy Addendum

Added to Security Deposit section that security deposit is determined by the owner as long as it is allowable by PA State Law.

Chapter 11-I.A. Annual Reexamination Overview

The PHA must conduct a reexamination of family income and composition at least annually. Unlike when performing an interim reexamination or at intake, at annual reexamination, the PHA must determine the income of the family for the previous 12-month period, except where the PHA uses a streamlined income determination. Income from assets, however, is always anticipated, irrespective of the income examination type.

Chapter 11-I.B. Scheduling Annual Reexaminations

Notification of and Participation in the Annual Reexamination Process

Families generally are required to participate in an annual reexamination interview, which must be attended by the head of household, and all household members 18+ every three years. The remaining two years can be completed by a mail-in process.

Chapter 11-I.C. Conducting Annual Reexaminations

At the annual reexamination, the PHA will ask whether the tenant, or any member of the tenant's household, is subject to a lifetime sex offender registration requirement in any state. The PHA will use the Dru Sjodin National Sex Offender database or Meagan's Law to verify the information provided by the tenant.

The Section 8 Department will use the Magisterial portal to review local crimes at reexamination time.

Chapter 11-I.E. Calculating Annual Income at Annual Reexamination

The PHA must determine the income of the family for the previous 12-month period and use this amount as the family income for annual reexamination, except where the PHA uses a streamlined income determination as indicated in Chapter 7 of this policy.

Income from assets is always anticipated, irrespective of the income examination type.

Chapter 11-A Interim Reexaminations Overview

Family circumstances may change between annual reexaminations. HUD and PHA policies dictate what kinds of information about changes in family circumstances must be reported, and under what circumstances the PHA must process interim reexaminations to reflect those changes.

A family may request an interim determination of family income or composition because of any changes since the last determination. The PHA must conduct any interim reexamination within a reasonable period of time after the family request or when the PHA becomes aware of a change in the family's adjusted income that must be processed in accordance with HUD regulations.

Chapter 11-II.B. Changes in Family and Household Composition Reporting

PHAs must require families to report household composition changes; however, PHAs determine the timeframe in which reporting happens.

All families must report all changes in family and household composition that occur between annual reexamination within 10 business days of the change.

Chapter 11-II.C. Changes Affecting Income or Expenses

Overview

Interim reexaminations for changes in income or expenses may be scheduled either because the PHA has reason to believe that changes in income or expenses may have occurred, or because the family reports a change.

The PHA must estimate the income of the family for the upcoming 12-month period to determine family income for an interim reexamination.

Interim Decreases

A family may request an interim determination of family income for any change since the last determination. However, the PHA may decline to conduct an interim reexamination if the PHA estimates the family's adjusted income will decrease by an amount that is less than 10 percent of the family's adjusted income.

Interim Increases

PHAs must not process interim reexaminations for income increases that result in less than a 10 percent increase in annual adjusted income.

Increases 10 Percent or Greater

When a family reports an increase in their earned income between annual reexaminations, the PHA will not conduct an interim reexamination, regardless of the amount of the increase, and regardless of whether there was a previous decrease since the family's last annual reexamination.

The PHA will process an interim reexamination for any increases in unearned income of 10 percent or more in adjusted income.

The PHA will not perform an interim reexamination when a family reports an increase in income (whether earned or unearned income) within three months of their annual reexamination effective date. However, families who delay reporting income increases until the last three months of their certification period may be subject to retroactive rent increases in accordance with the PHA policies in Chapter 14.

Concurrent Increases in Earned and Unearned Income

When the family reports an increase in both earned and unearned income at the same time, the PHA must look at the earned and unearned income changes independently of each other to determine if an interim reexamination is performed. The PH will only conduct an interim reexamination when the increase independently meets the 10 percent threshold and all other requirements for performing interim reexaminations.

Cumulative Increases

A series of smaller reported increases in adjusted income may cumulatively meet or exceed the 10 percent increase threshold, at which point the PHA must conduct an interim reexamination in accordance with PHA policy.

Family Reporting

The family will be required to report all changes in income regardless of the amount of the change, whether the change is to earned or unearned income, or if the change occurred during the last three months of the certification period. Families must report changes in income within 10 business days of the date the change takes effect.

Chapter 11-III.D. Effective Dates

Changes Reported Timely

For rent increases, the PHA must provide the family with 30 days advance written notice. The rent increase is effective on the first of the month after the end of that 30-day notice period. Rent decreases are effective in the first month after the date of the actual change leading to the interim reexamination of family income. This means the decrease will be applied retroactively.

Changes Not Reported Timely

In general, when the family fails to report a change in income or family composition timely, and the change would lead to a rent decrease, the PHA will apply the decrease the first of the month following completion of the interim reexamination.

However, the PHA will apply the results of the interim reexamination retroactively where a family's ability to report a change in income promptly may have been hampered due to extenuating circumstances such as a natural disaster or disruptions to PHA management operations. The PHA will decide to apply decreases retroactively on a case-by-case basis.

When the PHA applies the results of interim decreases retroactively, the PHA will clearly communicate the effect of the retroactive adjustment to the family and may enter into a repayment agreement in accordance with PHA policies.

Chapter 11 - Part IV: Non-Interim Reexamination Transactions

Families may experience changes within the household that do not trigger an interim reexamination under PHA policy and HUD regulations, but which HUD still requires the PHA to report to HUD via Form HUD 50058. These are known as non-interim reexamination transactions. In these cases, PHAs will submit a separate, new action code on Form HUD 50058. The following is a list of non-interim reexamination transactions:

- Adding or removing a hardship exemption for the childcare expense deduction;
- Updating or removing the phased-in hardship relief for the health and medical care expense deduction and/or reasonable attendant care and auxiliary apparatus expense deduction (the phase-in relief will begin at an eligible family's first annual or interim reexamination, whichever is sooner, after January 1, 2024);
- Adding or removing general hardship relief for the health and medical care expense deduction and/or reasonable attendant care and auxiliary apparatus expense deduction;
- Adding or removing a minimum rent hardship;
- Adding or removing a non-family member (i.e. live-in aide, foster child, foster adult);
- Ending a family's EID or excluding 50 percent (decreased from 100 percent) of a family member's increase in employment income at the start of the second 12-month EID period.
- Adding a family member and the increase in adjusted income does not trigger an interim reexamination under the final rule;
- Removing a family member and the increase in adjusted income does not trigger an interim reexamination under the final rule;
- Adding/updating a family or household member's Social Security number; and
- Updating a family member's citizenship status from eligible to ineligible or vice versa, resulting in a change to the family's rent and/or utility reimbursement, if applicable (i.e. family begins receiving prorated assistance or previously prorated assistance becomes full assistance), or updating the prorated rent calculation due to the addition or removal of family members in household with an ineligible noncitizen(s).

Chapter 13. Owners

13-I.A. Owner Recruitment and Retention

Retention

The PHA will give special attention to helping new owners succeed through activities such as:

- Providing the owner with a designated PHA contact person;
- Coordinating inspection and leasing activities between the PHA, the owner, and the family;
- Initiating telephone contact with the owner to explain the inspection process and providing an inspection booklet and other resource materials about HUD housing

- quality standards;
- Providing easy to understand inspection results and easy access to inspector to discuss inspection results;
- Yearly landlord meetings to discuss policy changes and tenant assistance through other agencies;
- Access to face-to-face meetings or phone calls with Section 8 staff within 24-hour work days;
- Access to emails with Section 8 staff;
- Additional information and landlord packets can also be emailed, mailed or provided in person;
- Providing other written information about how the program operates through a landlord handbook, including answers to frequently asked questions;
- Contacting owners via emails or texts to disseminate information.

Additional services may be undertaken on an as-needed basis, and as resources permit.

Chapter 13-I.D. Owner Qualifications

Conflict of Interest

The PHA must not approve a tenancy in which any of the following classes of persons has an interest, direct or indirect, during tenure or for one year thereafter:

- Any present or former member or officer of the PHA (except a participant commissioner);
- Any employee of the PHA, or any contractor, subcontractor or agent of the PHA, who formulates policy or who influences decisions with respect to the programs;
- Any public official, member of a governing body, or State or local legislator, who exercises functions or responsibilities with respect to the programs;
- Any member of the Congress of the United States.

The following wording was added:

Such “covered individual” may not have any direct or indirect interest in the HAP contract or in any benefits or payments under the contract (including the interest of an immediate family member of such covered individual) while such person is a covered individual or for one year thereafter.

Immediate family member means the spouse, parent (including a stepparent), child (including a stepchild), grandparent, grandchild, sister, or brother (including a stepsister or stepbrother) of any covered individual

Chapter 14. Program Integrity

14-II.D. PHA-Caused Errors or Program Abuse

De Minimis Errors

The PHA will not be considered out of compliance when making annual income determinations

solely due to de minimis errors in calculating family income. A de minimis error is an error where the PHA determination of family income deviates from the correct income determination by no more than \$30 per month in monthly adjusted income (\$360 in annual adjusted income) per family.

PHAs must take corrective action to credit or repay a family if the family was overcharged rent, including when PHAs make de minimis errors in the income determination. Families will not be required to repay the PHA in instances where the PHA miscalculated income resulting in a family being undercharged for rent. PHAs state in their policies how they will repay or credit a family the amount they were overcharged as a result of the PHA's de minimis erroring income determination.

PHA Policy: The PHA will reimburse a family for any family overpayment of rent, regardless of whether the overpayment was the result of staff-caused error, staff program abuse; or a de minimis error.

Chapter 15. Special Housing Types

Part VII: Homeownership

While the HACA does have residents on the homeownership program, we are not currently prepared to accept new participants at this time.

Chapter 16. Program Administration

Part I. Administrative Fee Reserve

Wording added: In addition, as specified in Notice PIH 2022-18, PHA's may use administrative fee funding for both administrative and "other expenses" needed to employ strategies and undertake activities beyond regular administrative responsibilities to facilitate the successful leasing and use of housing choice vouchers by families, such as through the use of security deposit assistance and landlord recruitment and incentive payments, among other allowable expenses specified in the notice. PHAs are also permitted to use UNP for these expenses (Notice PIH 2022-18).

Chapter 16-II.B. Payment Standards

Exception Payment Standards

Wording added: In addition, HUD allows PHAs to establish a HUD-Veterans Affairs Supportive Housing (HUD-VASH) exception payment standard. PHAs may go up to but no higher than 120 percent of the FMR or SAFMR specifically for VASH families. PHAs who want to establish a VASH exception payment standard over 120 percent must still request a waiver from HUD (See Section 19-III.E.).

Chapter 16-II.C. Utility Allowances

Air Conditioning

Added wording that the PHA may include allowances for air-conditioning at their discretion based on utility costs. This option will include all tenants by year.

Reasonable Accommodation and Individual Relief

Upon request from a family that includes a person with disabilities, the PHA must approve a utility allowance which is higher than the applicable amount on the utility allowance schedule if a higher utility allowance is needed as a reasonable accommodation to make the program accessible and usable by the family member with a disability [24 CFR 982.517]. See Chapter 2 for policies regarding the request and approval of reasonable accommodations.

Further, the PHA may grant requests for relief from charges in excess of the utility allowance on reasonable grounds, such as special needs of the elderly, ill, or residents with disabilities, or special factors not within control of the resident, as the PHA deems appropriate. The family must request the higher allowance and provide the PHA with an explanation of the need for the individual relief and information about the amount of additional allowance required [see HCV GB. P. 18-8].

PHAs should develop criteria for granting individual relief and to notify residents about the availability of individual relief, and also to notify participants about the availability of individual relief programs (sometimes referred to as “Medical Baseline discounts”) offered by the local utility company. Policies for granting exception utility allowances can be found in Section 6-III.D. of this plan.

Chapter 16-III.B. Informal Reviews and Hearings

Remote Informal Reviews

New wording: There is no requirement that informal reviews be conducted in-person and, as such, HUD allows PHAs to conduct all or a portion of their informal review remotely either over the phone, via video conferencing, or through other virtual platforms. If the PHA chooses to conduct remote informal reviews, applicants may still request an in-person informal review, as applicable.

Chapter 16-III.C. Information Hearings for Participants

Scheduling an Informal Hearing

A request for an informal hearing must be made in writing and delivered to the PHA either in person or by first class mail, by the close of the business day, no later than 10 business days from the date of the PHA’s decision or notice to terminate assistance.

The PHA must schedule and send written notice of the informal hearing to the family within 10 business days of the family’s request.

The hearing will be conducted within 30 business days of the tenant’s request.

If the family does not appear within 15 minutes of the scheduled time and was unable to reschedule the hearing in advance due to the nature of the conflict, the family must contact the PHA within 24 hours of the scheduled hearing date, excluding weekends and holidays. The PHA will reschedule the hearing only if the family can show good cause for the failure to appear, or if it is needed as a reasonable accommodation for a person with disabilities. If the family cannot show good cause for the failure to appear, or a rescheduling is not needed as a reasonable accommodation, the PHA's decision will stand. (This was changed from 20 minutes to 15 minutes to be consistent with public housing.)

Pre-hearing Right to Discovery [24 CFR 982.555(e)]

The family will be allowed to copy any documents related to the hearing at a cost of \$.25 per page to the family. The family must request discovery of PHA documents no later than 3 business days prior to the scheduled hearing date.

Additional Guidance:

Inflationary Adjustments

HUD will annually publish the eight inflation-adjusted items in the list below no later than September 1, and the updated values will be shared online at the HUD User website. The revised amounts will be effective on January 1 of the following year.

1. Eligibility restriction on net family assets (amount effective on 1/1/24 = \$100,000)
2. Threshold above which imputed returns must be calculated on net family assets (amount effective 1/1/24 = \$50,000)
3. Threshold above which the total value of non-necessary personal property is included in net family assets (amount effective 1/1/24 = \$50,000)
4. The amount of net assets for which the PHA/MFH Owner may accept self-certification by the family (amount effective on 1/1/24 = \$50,000)
5. Mandatory deduction for elderly and disabled families (amount effective on 1/1/24 = \$525)
6. Mandatory deduction for a dependent (amount effective 1/1/24 = \$480)
7. Income exclusion for earned income of dependent full-time students (amount effective on 1/1/24 = \$480)
8. Income exclusion for adoption assistance payments (amount effective 1/1/24 = \$480)

All regulatory provision adjustments shall be implemented without formal amendment of this Section 8 Administrative Policy.

**FY2026 ANNUAL AGENCY PLAN
SECTION 8 HOUSING CHOICE VOUCHER
ADMINISTRATIVE PLAN AMENDMENT**

The Housing Authority has amended the Section 8 Housing Choice Voucher Administrative Plan regarding special purpose vouchers as follows. The full context of the Administrative Plan is available for review upon request and is posted on the Housing Authority (HA) website at www.hacarmstrong.org.

INTRODUCTION

PHA Policy

The PHA will administer the following types of special purpose vouchers: **FUP and VASH**

19-I.B. PUBLIC CHILD WELFARE AGENCY (PCWA)

PHA Policy

The PHA has entered into an MOU with the following partnering organizations: **Children, Youth and Family Services of Armstrong County.**

19.I.H. LEASE UP

For both FUP youth and FUP families, **a 120-day initial search term** will be issued, and the PHA **will approve** one additional **90-day extension if requested orally or in writing.**

HA's will notify the participant at least once during the initial search about the agency's extension policy.

19-II.E. LEASING - Voucher Issuance

PHA Policy

All VASH vouchers will have **an initial term of 120 calendar days.**

The family must submit a Request for Tenancy Approval and proposed lease within the 120-day period unless the PHA grants an extension.

FY2026 ANNUAL AGENCY PLAN

SECTION B.2 - NEW ACTIVITIES

ATTACHMENT PA039B201

**FY2026
ANNUAL AGENCY PLAN
Voluntary Conversion of Public Housing Developments to Tenant-Based Assistance**

The Housing Authority conducted its required Initial Assessment in July 2001, certified that the implications of converting to tenant-based assistance was considered, and concluded that the conversion is inappropriate based on the following factors:

- 1) Financial feasibility of a conversion was not conclusive at that time; and,
- 2) Conversion would not benefit the residents or the community, and would eliminate the availability of the option to choose a Flat Rent, which would deter self-sufficiency efforts. Additionally, due to the mandate to house 75% of new admissions with incomes within the Extremely Low Income range, a concentration of the “poorest of the poor” in small residential areas would occur; and,
- 3) The availability of affordable housing in the community would be adversely affected if the residents chose to utilize portability.

Component 10 (B)

- a. How many of the PHA’s developments are subject to the Required Initial Assessments? Four (4) (South Apartments removed from inventory after initial assessment)
- b. How many of the PHA’s developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? Seven (7)
- c. How many Assessments were conducted for the PHA’s covered developments? Four (4) (South Apartments removed from inventory after initial assessment)
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: Not Applicable
- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments: Not Applicable

The Housing Authority continues to monitor the vacancy rate at each of the developments that may be considered for conversion as indicated by the chart below:

Project Name	Total # Units	# Vacant Units / Vacancy Rate		
		6/30/2025	6/30/2024	6/30/2023
Allegheny Manor	34	5 / 14%	1 / 3%	2 / 6%
Luxemburg Manor	28	1 / 3%	2 / 7%	1 / 4%
South McKean Way	16	1 / 6%	0 / 0%	1 / 6%

FY2026
ANNUAL AGENCY PLAN
Demolition and/or Disposition

The Housing Authority received approval in 2009 for the demolition of the Public Housing community known as South Apartments located in Ford City, PA. The community consisted of four (4) townhouse dwelling buildings containing eighteen (18) dwelling units. The community was obsolete as to the physical condition, location, and other factors making it unsuitable for housing purposes, and no reasonable program or modifications were cost-effective to return the community to useful life. The Housing Authority's initial intention was to develop units for a first-time homeownership program as part of a neighborhood revitalization initiative. The intended purpose never came to fruition due to lack of interest of developers, due to the location of the property, which is less than an acre with an alleyway dividing the parcel in half, making development less desirable.

Recently, the Housing Authority received inquiries regarding the sale of the property to a non-profit organization for the purpose of establishing community gardening space or possibly a couple of dwelling units with community space.

The Housing Authority intends to submit an application for disposal in 2025 or 2026 to the Special Applications Center (SAC) after consultation with the Resident Advisory Board (RAB) and local officials. If approved, the Housing Authority will solicit proposals from parties interested in purchasing the property.

FY2026 ANNUAL AGENCY PLAN

SECTION B.3 - PROGRESS REPORT

ATTACHMENT PA039B301

FY2026 ANNUAL AGENCY PLAN

PROGRESS SUMMARY

The Housing Authority's FY2025-2029 5-Year Agency Plan outlined ten (10) major objectives. The following provides the status of the progress made toward accomplishing those objectives:

1. Expand the supply of existing housing – The Authority *met its goal of achieving a Public Housing vacancy rate of 3% or less* as of June 30, 2025. The Authority will apply for additional HUD-VASH (Veterans Affairs Supportive Housing) Vouchers if available and supported by the Veterans Administration. The Authority accepted an award of 5 new Section 8 Housing Choice vouchers effective October 1, 2022 designed to serve survivors of domestic violence and persons who are homeless or are at risk of being homeless.
2. Improve the quality of assisted housing – On-going modernization of public housing units has met all HUD obligation and expenditure requirements. The Authority **did not maintain** its High-Performer status for the Public Housing Program (PHAS) and was redesignated as a Standard Performer for FY2023. The Authority did maintain its High-Performer status for the Section 8 Housing Choice Voucher Program (SEMAP).
3. Increase assisted housing choices – The Housing Authority maintains sub-jurisdictional Public Housing waiting lists and continues to provide Voucher mobility counseling during all briefings and as part of our on-going program. The Authority continues outreach efforts to potential landlords. The Housing Authority is currently assisting 5 vouchers under the Homeownership Program. A Family Unification Program was implemented in 2010 with an enrollment of 15 participants as of June 30, 2025. The Authority established a HUD-VASH (Veterans Affairs Supportive Housing) Voucher program in October 2019 with a current enrollment of 5 participants.
4. Provide an improved living environment – The Authority has adopted and implemented a Deconcentration Policy. The Authority continues to modernize its Public Housing developments and units as funding permits. The Authority implemented a Smoke-Free Housing Policy effective July 1, 2018. The Authority effectively enforces its lease and screening procedures, and established and implemented a Ban and Criminal Trespass Policy effective November 1, 2022 to minimize, reduce and prevent potential and real criminal, drug, and nuisance activity which threatens the peace and tranquility of Housing Authority properties and neighborhoods.
5. Promote self-sufficiency and asset development of families and individuals – The Authority has adopted policies to afford a working preference to applicants of the Housing Choice Voucher program and also administers a Family Self-Sufficiency and Homeownership program. The Housing Authority will exercise its discretionary authority to not enforce HOTMA's asset limitation, when implemented, for Public Housing residents and Section 8 Housing Choice Voucher participants at recertification. In FY2024 there was an average of 83 Public Housing and 39 Housing Choice Voucher households with employed members. The Authority has a current enrollment of 15 participants in the Family Unification Program.
6. Ensure equal opportunity and affirmatively further fair housing – The Housing Authority continues to ensure access to assisted housing regardless of race, color, religion, national origin, sex,

familial status, disability, sexual orientation, gender identity, or marital status. Modifications and/or alterations are made to satisfy verified reasonable accommodation requests. Renovations, utilizing the Capital Fund Program, have been made to existing Public Housing units to assure full compliance with UFAS. Staff attend fair housing training as needed.

7. Manage the Housing Authority of the County of Armstrong's Public Housing program in an efficient and effective manner, thereby qualifying as at least a standard performer under PHAS – The Housing Authority received a Standard-Performance designation with a score of 89%.
8. Manage the Housing Authority of the County of Armstrong's tenant-based Voucher program in an efficient and effective manner, thereby qualifying as at least a standard performer under SEMAP – The Housing Authority has received a High-Performance rating for with a score of 100%.
9. Ensure compliance with applicable regulations, including compliance with generally accepted accounting practices – The Housing Authority has converted to the Generally Accepted Accounting Practices (GAAP) format as required. The FY2024 independent audit indicated no financial findings. The Authority maintained a sufficient operating reserve level and was not subject to an Operating Subsidy allocation adjustment.
10. Transition to Project-Based Accounting and Project-Based Management to secure the future viability of the Housing Authority of the County of Armstrong - The Housing Authority operates its 10 Public Housing developments under three (3) Asset Management Projects. Record keeping and accounting procedures are maintained at a project- and AMP- based level. Staff attend training regarding Asset Management concepts and functions, as needed.

HOMEOWNERSHIP PROGRAMS

The Housing Authority of the County of Armstrong administers a Section 8 Housing Choice Voucher Homeownership Program pursuant to Section 8(y) of the United States Housing Act of 1937, as implemented by 24 CFR, part 982. The Homeownership Program was implemented January 1, 2006. The Homeownership Policy and Capacity Statement (required for the first year of an approved Homeownership Program, or if the Homeownership Policy is amended) are incorporated into the Section 8 Housing Choice Voucher Administrative Plan, which is available as a supportive document to the Agency Plan. The Housing Authority currently limits participation in the Homeownership Program to 10 families.

Homeownership closings as of June 30, 2025, are as follows: 2006 - 2; 2007 - 3; 2008 - 0; 2009 - 1, 2010 - 0; 2011 - 0; 2012 - 1; 2013 - 1 for a total of 8 closings. The Housing Authority is no longer supporting three of the purchases for various reasons (default/foreclosure, assumption of mortgage after marriage, and deaths). There have been no new homeownership closings since 2013.

SAFETY AND CRIME PREVENTION (VAWA)

The Housing Authority of the County of Armstrong has not implemented any admissions preferences for victims of domestic violence, sexual assault, dating violence, or stalking, as defined, and does not directly provide any victim services. The Housing Authority will by referral to other local service providers, such as HAVIN, assist victims of such violence obtain or maintain housing; or, prevent the abuse or enhance the safety of victims or such violence.

HAVIN (Helping All Victims In Need) provides a 24-hour hotline, emergency shelter, counseling, advocacy and accompaniment, transportation, information and referral, and outreach and education services. HAVIN's educational programs will be incorporated into Housing Authority resident meetings and Housing Authority newsletters in an effort to increase awareness and effect critical changes public policy in response to domestic violence.

The Housing Authority has established an Emergency Transfer Plan for victims of domestic violence, sexual assault, dating violence, or stalking. The plan identifies residents who are eligible for an emergency transfer, the documentation needed to request an emergency transfer, confidentiality protections, how an emergency transfer may occur, and guidance to residents on safety and security.

The Notice of Occupancy Rights Under the Violence Against Women Act is provided to all applicants and residents in September 2017. The Notice and Certification forms are provided when assistance is denied and when assistance or tenancy is terminated.

COMMUNITY SERVICE AND SELF-SUFFICIENCY SECTION 3 STATEMENT

The Housing Authority of the County of Armstrong references the requirements of Section 3 when advertising capital fund projects, includes language in project specifications, and requires Contractors to certify their compliance to the greatest extent feasible.

The requirements of section 3 are also covered at prebid and preconstruction conferences, and contractors are instructed to direct subcontracts and new employment opportunities to section 3 businesses and residents. It is the intention of the housing authority to develop measures to track the efforts and results of our contractors.

As an additional effort to inform our residents of section 3 opportunities, information is provided: in the Housing Authority newsletter; posted on the Housing Authority website; and, at resident meetings, such as resident advisory board meetings.

FY2026 ANNUAL AGENCY PLAN

**SECTION B.4 - CAPITAL FUND
PROGRAM STATEMENTS**

As of 6/30/2025

Part I: Summary						
PHA Name: Housing Authority County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-20 Replacement Housing Factor Grant No: Date of CFFP:			Federal FY of Grant: FFY of Grant Approval: 2020	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserver for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 3) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending 6/30/2025 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	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	\$ 140,000	\$ 140,000.00	140,000.00	140,000.00	
3	1408 Management Improvements	\$ -	\$ -	-	-	
4	1410 Administration (may not exceed 10% of line 21)	\$ 75,000	\$ 75,000.00	75,000.00	75,000.00	
5	1411 Audit	\$ -	\$ -	-	-	
6	1415 Liquidated Damages	\$ -	\$ -	-	-	
7	1430 Fees and Costs	\$ 75,000	\$ 81,152.22	81,152.22	81,152.22	
8	1440 Site Acquisition	\$ -	\$ -	-	-	
9	1450 Site Improvement	\$ 30,000	\$ 24,354.82	9,951.00	9,951.00	
10	1460 Dwelling Structures	\$ 706,841	\$ 701,290.10	644,014.90	644,014.90	
11	1465.1 Dwelling Equipment—Nonexpendable	\$ 33,000	\$ 60,798.21	60,798.21	60,798.21	
12	1470 Non-dwelling Structures	\$ 12,000	\$ 184.33	184.33	184.33	
13	1475 Non-dwelling Equipment	\$ 6,000	\$ 11,150.32	11,150.32	11,150.32	
14	1485 Demolition	\$ -	\$ -	-	-	
15	1492 Moving to Work Demonstration	\$ -	\$ -	-	-	
16	1495.1 Relocation Costs	\$ 15,000	\$ 5,000.00	-	-	
17	1499 Development Activities ⁴	\$ -	\$ -	-	-	
18	1501 Collateralization of Dept Service paid by PHA	\$ -	\$ -	-	-	
18a	9000 Collateralization of Debt Service paid Via System of Direct Payment	\$ -	\$ -	-	-	
19	1502 Contingency (may not exceed 8% of line 20)	\$ -	\$ -	-	-	
21	Amount of Annual Grant: (sum of lines 2-19)	\$ 1,092,841	\$ 1,098,930.00	1,022,250.98	1,022,250.98	
22	Contingency Account Compared to Construction Accounts					
23	Amount of line 20 Related to LBP Activities					
24	Amount of line 20 Related to Section 504 Activities	\$ -				
25	Amount of line 20 Related to Security—Soft Costs					
26	Amount of Line 20 related to Security-- Hard Costs					
27	Amount of line 20 Related to Energy Conservation Measures					
Signature of Executive Director		Date		Signature of Public Housing Director		
				Date		

6/30/2025

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.

EPIC _____

Part II: Supporting Pages								
PHA Name: Housing Authority of the County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-20 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2020		
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	
PA039000013P								
PA39-3								
Luxemburg Manor (30 Units)								
PA39-4	Community windows/doors/flooring	1460	1480	\$ 75,000.00	\$ 25,000.00	\$ -	\$ -	
Lee Haven Towers (60 units)	Interior Drain Replacement	1460	1480	\$ -	\$ 15,500.00	\$ 15,500.00	\$ 15,500.00	funge 2022
	Interior Drain ACM Removal	1460	1480	\$ -	\$ 6,077.00	\$ 6,077.00	\$ 6,077.00	" "
	A&E Expense							
	Appliance	1465.1	1480	\$ -	\$ 1,680.00	\$ 1,680.00	\$ 1,680.00	
	Non Dwelling Equip	1475	1480	\$ -	\$ 2,728.68	\$ 2,728.68	\$ 2,728.68	
PA39-5	Flooring Replacement Project	1460	1480	\$ -	\$ 47,706.80	\$ 47,706.80	\$ 47,706.80	funge 2024
Warren Manor (61 units)	Appliance	1465.1	1480	\$ -	\$ 2,520.00	\$ 2,520.00	\$ 2,520.00	
	Air Monitoring/Testing AGX	1430	1480	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
PA39-7	Air Handler Replacement	1460	1480	\$ 50,000.00	\$ 137,345.00	\$ 137,345.00	\$ 137,345.00	
FriendshipApts. (50 units)	A&E	1430	1480	\$ -	\$ 6,166.00	\$ 6,166.00	\$ 6,166.00	
	Generator	1460	1480	\$ -	\$ 59,431.53	\$ 59,431.53	\$ 59,431.53	funge 2023
	Generator Permit	1430	1480	\$ -	\$ 524.50	\$ 524.50	\$ 524.50	
	A&E Air Make-Up	1430	1480	\$ -	\$ 8,694.78	\$ 8,694.78	\$ 8,694.78	
	Non Dwelling Equipment	1475	1480	\$ -	\$ 2,728.68	\$ 2,728.68	\$ 2,728.68	
	Sidewalk/Concrete/Landscape -entrance/steps	1450	1480	\$ -	\$ 14,403.82	\$ -	\$ -	
	Subtotal of costs			\$ 125,000.00	\$ 333,506.79	\$ 294,102.97	\$ 294,102.97	

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: Housing Authority of the County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-20 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2020		
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	
PA039000013P								
AMP Group #3								
	Fees & Costs							
	Architect & Engineering fees	1430	1480	\$ 12,000.00	\$ -	\$ -	\$ -	
	Mod Inspector	1430	1480	\$ 9,000.00	\$ 13,394.56	\$ 13,394.56	\$ 13,394.56	
	Mod Coordinator	1430	1480	\$ 4,000.00	\$ 1,435.80	\$ 1,435.80	\$ 1,435.80	
						\$ -	\$ -	
As Needed	Landscape/paving/concrete work	1450	1480	\$ 10,000.00	\$ -	\$ -	\$ -	
	Appliances	1465.1	1480	\$ 11,000.00	\$ -	\$ -	\$ -	
	Non Dwelling Structures	1470	1480	\$ 4,000.00	\$ -	\$ -	\$ -	i.e., sheds/maintenance bldgs.
	Non Dwelling Equipment	1475	1480	\$ 2,000.00	\$ -	\$ -	\$ -	i.e., community rm furniture bench seating, bike racks
	Subtotal of costs			\$ 52,000.00	\$ 14,830.36	\$ 14,830.36	\$ 14,830.36	
	Grand Total for AMP Group #3			\$ 177,000.00	\$ 348,337.15	\$ 308,933.33	\$ 308,933.33	
					\$ 420,003.82			
PHA Wide	Operations	1406		\$ 140,000.00	\$ 140,000.00	\$ 140,000.00	\$ 140,000.00	
	Capital Fund Program Fee	1410		\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	
				<i>Per Amp Cost</i>	\$ 71,666.67			

Part I: Summary						
PHA Name: Housing Authority County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-22 Replacement Housing Factor Grant No: Date of CFFP:			Federal FY of Grant: FFY of Grant Approval: 2022	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserver for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending 6/30/2025 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	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	\$ 179,316	179,316.00	179,316.00	179,316.00	
3	1408 Management Improvements	\$ -	0.00	0.00	0.00	
4	1410 Administration (may not exceed 10% of line 21)	\$ 84,000	84,000.00	84,000.00	84,000.00	
5	1411 Audit	\$ -	0.00	0.00	0.00	
6	1415 Liquidated Damages	\$ -	0.00	0.00	0.00	
7	1430 Fees and Costs	\$ 87,000	170,987.08	170,987.08	149,767.17	
8	1440 Site Acquisition	\$ -	0.00	0.00	0.00	
9	1450 Site Improvement	\$ 690,693	284,929.39	284,929.39	284,929.39	
10	1460 Dwelling Structures	\$ 355,131	691,201.53	550,055.06	550,055.06	
11	1465.1 Dwelling Equipment—Nonexpendable	\$ 15,000	23,585.00	23,585.00	23,585.00	
12	1470 Non-dwelling Structures	\$ 18,000	0.00	0.00	0.00	
13	1475 Non-dwelling Equipment	\$ -	0.00	0.00	0.00	
14	1485 Demolition	\$ -	0.00	0.00	0.00	
15	1492 Moving to Work Demonstration	\$ -	0.00	0.00	0.00	
16	1495.1 Relocation Costs	\$ -	0.00	0.00	0.00	
17	1499 Development Activities ⁴	\$ -	0.00	0.00	0.00	
18	1501 Collateralization of Dept Service paid by PHA	\$ -	0.00	0.00	0.00	
18a	9000 Collateralization of Debt Service paid Via System of Direct Payment	\$ -	0.00	0.00	0.00	
19	1502 Contingency (may not exceed 8% of line 20)	\$ -	0.00	0.00	0.00	
21	Amount of Annual Grant: (sum of lines 2-19)	\$ 1,429,140	1,434,019.00	1,292,872.53	1,271,652.62	
22	Contingency Account Compared to Construction Accounts					
23	Amount of line 20 Related to LBP Activities					
24	Amount of line 20 Related to Section 504 Activities					
25	Amount of line 20 Related to Security—Soft Costs					
26	Amount of Line 20 related to Security-- Hard Costs					
27	Amount of line 20 Related to Energy Conservation Measures					
Signature of Executive Director			Signature of Public Housing Director			
Date			Date			

6/30/2025

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: Housing Authority of the County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-22 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2022		
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	
PA039000011P								
PA39-1A	Repl. Interior Drains (& waterlines) cont.	1460	1480	\$ 10,000.00	\$ -	\$ -	\$ -	
Armstrong Court	Kitchens/Bathroom Reno	1460	1480	\$ 10,000.00	\$ -	\$ -	\$ -	
(56 Units)	A&E	1430	1480	\$ -	\$ 43,367.68	\$ 43,367.68	\$ 43,367.68	
	Exterior Renovations	1460	1480	\$ 6,000.00	\$ 269,009.00	\$ 269,009.00	\$ 269,009.00	
	Appliances	1465.1	1480	\$ -	\$ 3,055.00	\$ 3,055.00	\$ 3,055.00	
	Boiler & Water Heater MC1	1460	1480	\$ -	\$ 143,858.00	\$ 143,858.00	\$ 143,858.00	
	Boiler & Water Heater PC1	1460	1480	\$ -	\$ 131,873.00	\$ 131,873.00	\$ 131,873.00	
	A&E Environmental Services	1430	1480	\$ -	\$ 929.20	\$ 929.20	\$ 929.20	
	Permit fees (B. Veritas, L&I)	1430	1480	\$ -	\$ 5,335.53	\$ 5,335.53	\$ 5,335.53	
PA39-2A								
Parkview Apartmn	Appliances	1465.1	1480	\$ -	\$ 1,651.00	\$ 1,651.00	\$ 1,651.00	
(38 Units)	Exterior Lighting	1450	1480	\$ -	\$ 3,409.20	\$ 3,409.20	\$ 3,409.20	
PA39-6B								
S. McKean Way	Storm Door Replacement	1460	1480	\$ 25,000.00	\$ -	\$ -	\$ -	
(16 Units)	A&E							
	Appliances							
	Exterior Lighting	1450	1480	\$ -	\$ 2,001.21	\$ 2,001.21	\$ 2,001.21	
AMP 11								
	Exterior Lighting	1450	1480	\$ 10,000.00	\$ -	\$ -	\$ -	
	Boilers/Tanks/Heating	1450	1480	\$ 30,000.00	\$ -	\$ -	\$ -	
	Plumbing	1450	1480	\$ 5,000.00	\$ -	\$ -	\$ -	
	Trash Chutes/Compactors	1450	1480	\$ 3,000.00	\$ -	\$ -	\$ -	
	Elevator Renovation/repair	1450	1480	\$ 77,000.00	\$ -	\$ -	\$ -	
	NonRoutine Vacancy Prep	1460	1480	\$ 5,000.00	\$ 5,315.06	\$ 5,315.06	\$ 5,315.06	
Subtotal of Costs				\$ 181,000.00	\$ 609,803.88	\$ 609,803.88	\$ 609,803.88	

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: Housing Authority of the County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-22 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2022		
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	
PA039000012P	Replace Gas Lines & Risers	1450	1480	\$ 18,932.00	\$ -	\$ -	\$ -	
PA39-1B								
Allegheny Manor (34 units)	A&E Appliances							
PA39-6A	Upgrade VCT Flooring 1st Fl Common	1460	1480	\$ 25,000.00	\$ -	\$ -	\$ -	cont.
Garden Towers (98 units)	A&E Appliances	1430 1465.1	1480 1480	\$ - \$ -	\$ 31,501.00 \$ 3,055.00	\$ 31,501.00 \$ 3,055.00	\$ 24,428.47 \$ 3,055.00	
	Emergency Call Upgrade	1460	1480	\$ 9,000.00	\$ 9,000.00	\$ -	\$ -	
	Community Room Exit Door	1460	1480	\$ 20,000.00	\$ -	\$ -	\$ -	
	Waterline Repair	1450	1480	\$ -	\$ 10,675.08	\$ 10,675.08	\$ 10,675.08	
	Elevator Controller & Upgrades	1450	1480	\$ -	\$ 86,262.00	\$ 86,262.00	\$ 86,262.00	
	Building Permit Elevator Project B. Veritas	1430	1480	\$ -	\$ 650.10	\$ 650.10	\$ 650.10	
PA39-8	Repl Apartment Doors	1460	1480	\$ 10,000.00	\$ -	\$ -	\$ -	cont..
Freeport Towers (84 units)	Front Entrance Doors A&E Appliances	1460 1465.1	1480 1480	\$ 5,131.00 \$ -	\$ - \$ 3,055.00	\$ - \$ 3,055.00	\$ - \$ 3,055.00	
	Exterior Lighting	1450	1480	\$ 10,000.00	\$ -	\$ -	\$ -	
	Boilers/Tanks/Heating	1450	1480	\$ 30,000.00	\$ 22,627.40	\$ 22,627.40	\$ 22,627.40	
	Plumbing	1450	1480	\$ 5,000.00	\$ -	\$ -	\$ -	
	Trash Chutes/Compactors	1450	1480	\$ 3,000.00	\$ -	\$ -	\$ -	
	Elevator Renovation/repair	1450	1480	\$ 77,000.00	\$ -	\$ -	\$ -	
	Non Routine Vacancy Prep	1460	1480	\$ 5,000.00	\$ 3,990.97	\$ -	\$ -	
	Subtotal of Costs			\$ 218,063.00	\$ 170,816.55	\$ 157,825.58	\$ 150,753.05	

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: Housing Authority of the County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-22 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2022		
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	
PA039000013P	Site Lighting	1450	1480	\$ 25,000.00	\$ 3,323.30	\$ 3,323.30	\$ 3,323.30	
PA39-3	Replace Gas Lines & Risers	1450	1480	\$ 20,000.00	\$ -	\$ -	\$ -	
Luxemburg Manor	Plumbing	1450	1480	\$ 20,000.00	\$ -	\$ -	\$ -	
(30 Units)	A&E	1430	1480	\$ -	\$ -	\$ -	\$ -	
	Appliances	1465.1	1480	\$ -	\$ 838.00	\$ 838.00	\$ 838.00	
	Exterior Sanitary Drain Repl (21/22)	1450	1480	\$ 208,761.00	\$ 57,000.00	\$ 57,000.00	\$ 57,000.00	
PA39-4	Sewer/Rooftop drain repl or repair	1460	1480	\$ 10,000.00	\$ -	\$ -	\$ -	
Lee Haven Towers	Exterior Restoration	1460	1480	\$ 35,000.00	\$ 35,000.00	\$ -	\$ -	
(60 units)	A&E + Environmental Services	1430	1480	\$ -	\$ 31,650.56	\$ 31,650.56	\$ 24,577.71	
	Appliances	1465.1	1480	\$ -	\$ 3,869.00	\$ 3,869.00	\$ 3,869.00	
	Exterior Lighting	1450	1480	\$ -	\$ 3,409.20	\$ 3,409.20	\$ 3,409.20	
PA39-5	Upgrade Kitchens	1460	1480	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	cont.
Warren Manor	Exterior Restoration	1460	1480	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	
(61 units)	Fire Supression/Alarm System	1460	1480	\$ 50,000.00	\$ -	\$ -	\$ -	
	A&E							
	Appliances	1465.1	1480	\$ -	\$ 1,040.00	\$ 1,040.00	\$ 1,040.00	
PA39-7	Interior Lighting/Electrical Upgrade	1460	1480	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	
FriendshipApts.	Exterior Restoration	1460	1480	\$ 40,000.00	\$ 5,000.00	\$ -	\$ -	
(50 units)	Entrance Door Replacement	1460	1480	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	
	Elevator Controller & Upgrades 22/23	1450	1480	\$ -	\$ 86,262.00	\$ 86,262.00	\$ 86,262.00	
	A&E	1430	1480	\$ -	\$ 31,503.00	\$ 31,503.00	\$ 24,428.47	
	Elevator Building Permit BIU	1430	1480	\$ -	\$ 1,844.50	\$ 1,844.50	\$ 1,844.50	
	Appliances	1465.1	1480	\$ -	\$ 7,022.00	\$ 7,022.00	\$ 7,022.00	
	Water Storage tanks (2)	1450	1480	\$ -	\$ 9,960.00	\$ 9,960.00	\$ 9,960.00	
	Subtotal of costs			\$ 173,000.00	\$ 362,721.56	\$ 237,721.56	\$ 223,574.18	

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

² To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages								
PHA Name: Housing Authority of the County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-22 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2022		
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	
PA039000013P								
AMP Group #3								
	Fees & Costs							
	Architect & Engineering fees	1430	1480	\$ 16,000.00	\$ -	\$ -	\$ -	
	Mod Inspector	1430	1480	\$ 9,000.00	\$ 6,060.63	\$ 6,060.63	\$ 6,060.63	
	Mod Coordinator	1430	1480	\$ 4,000.00	\$ 2,144.88	\$ 2,144.88	\$ 2,144.88	
					\$ -	\$ -	\$ -	
As Needed	Landscape/paving/concrete work	1450	1480	\$ 10,000.00	\$ -	\$ -	\$ -	
	Appliances	1465.1	1480	\$ 5,000.00	\$ -	\$ -	\$ -	
	Non Dwelling Structures	1470	1480	\$ 6,000.00	\$ -	\$ -	\$ -	i.e., sheds/maintenance bldgs.
	Non Dwelling Equipment	1475	1480	\$ -	\$ -	\$ -	\$ -	i.e., community rm furniture bench seating, bike racks
AMP 13	Site Utilities	1450	1480	\$ 65,000.00	\$ -	\$ -	\$ -	
	Exterior Lighting	1450	1480	\$ 10,000.00	\$ -	\$ -	\$ -	
	Boilers/Tanks/Heating	1450	1480	\$ 30,000.00	\$ -	\$ -	\$ -	
	NonRoutine Vacancy Prep	1460	1480	\$ 5,000.00	\$ 3,155.50	\$ -	\$ -	
	Trash Chutes/Compactors	1450	1480	\$ 3,000.00	\$ -	\$ -	\$ -	
	Elevator Renovation/repair	1450	1480	\$ 10,000.00	\$ -	\$ -	\$ -	
	Plumbing	1450	1480	\$ -	\$ -			
	Subtotal of costs			\$ 173,000.00	\$ 11,361.01	\$ 8,205.51	\$ 8,205.51	
	Grand Total for AMP Group 3			\$ 346,000.00	\$ 374,082.57	\$ 245,927.07	\$ 231,779.69	
					\$ 461,854.57			
					(EPIC \$)			
PHA Wide	Operations	1406		\$ 179,316.00	\$ 179,316.00	\$ 179,316.00	\$ 179,316.00	
	Capital Fund Program Fee	1410		\$ 84,000.00	\$ 84,000.00	\$ 84,000.00	\$ 84,000.00	
				<i>Amt Per Amp:</i>	\$ 87,772.00			

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

² To be completed for the Performance and Evaluation Report.

Part I: Summary						
PHA Name: Housing Authority County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-23 Replacement Housing Factor Grant No: Date of CFFP:			Federal FY of Grant: FFY of Grant Approval: 2023	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserver for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending 6/30/2025 <input type="checkbox"/> Final Performance and Evaluation Report						
Line	No.	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	\$ 215,000	215,000.00	215,000.00	215,000.00
3		1408 Management Improvements	\$ -	0.00	0.00	0.00
4		1410 Administration (may not exceed 10% of line 21)	\$ 108,000	108,000.00	108,000.00	108,000.00
5		1411 Audit	\$ -	0.00	0.00	0.00
6		1415 Liquidated Damages	\$ -	0.00	0.00	0.00
7		1430 Fees and Costs	\$ 114,000	140,188.06	140,188.06	98,500.11
8		1440 Site Acquisition	\$ -	0.00	0.00	0.00
9		1450 Site Improvement	\$ 359,342	860,788.60	844,288.60	621,704.33
10		1460 Dwelling Structures	\$ 624,051	114,354.82	13,406.30	13,406.30
11		1465.1 Dwelling Equipment—Nonexpendable	\$ 30,000	29,181.78	29,181.78	29,181.78
12		1470 Non-dwelling Structures	\$ 9,000	0.00	0.00	0.00
13		1475 Non-dwelling Equipment	\$ 6,000	2,491.74	2,491.74	2,491.74
14		1485 Demolition	\$ -	0.00	0.00	0.00
15		1492 Moving to Work Demonstration	\$ -	0.00	0.00	0.00
16		1495.1 Relocation Costs	\$ -	0.00	0.00	0.00
17		1499 Development Activities ⁴	\$ -	0.00	0.00	0.00
18		1501 Collateralization of Dept Service paid by PHA	\$ -	0.00	0.00	0.00
18a		9000 Collateralization of Debt Service paid Via System of Direct Payment	\$ -	0.00	0.00	0.00
19		1502 Contingency (may not exceed 8% of line 20)	\$ -	0.00	0.00	0.00
21		Amount of Annual Grant: (sum of lines 2-19)	\$ 1,465,393	1,470,005.00	1,352,556.48	1,088,284.26
22		Contingency Account Compared to Construction Accounts				
23		Amount of line 20 Related to LBP Activities				
24		Amount of line 20 Related to Section 504 Activities	\$ -	\$ -	\$ -	\$ -
25		Amount of line 20 Related to Security—Soft Costs				
26		Amount of Line 20 related to Security-- Hard Costs				
27		Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director			Date		Signature of Public Housing Director	
					Date	

6/30/2025

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: Housing Authority of the County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-23 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2023		
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	
PA039000011P	Exterior Restoration	1460	1480	\$ 42,253.00	\$ 8,307.75	\$ 8,307.75	\$ 8,307.75	
PA39-1A	Int Drains,water,kitchens,baths cont.	1460	1480	\$ 40,000.00	\$ -	\$ -	\$ -	
Armstrong Court (56 Units)	Fire Alarm Upgrade	1450	1480	\$ -	\$ 9,200.00	\$ 9,200.00	\$ 9,200.00	funge 2026
	A&E							
	Appliances	1465.1	1480	\$ -	\$ 2,279.96	\$ 2,279.96	\$ 2,279.96	
	Relocation	1495.1	1480	\$ -	\$ -	\$ -	\$ -	
PA39-2A	Concrete - parking space and patio	1450	1480	\$ -	\$ 17,181.00	\$ 17,181.00	\$ 17,181.00	
Parkview Apartmn (38 Units)	A&E							
	Appliances	1465.1	1480	\$ -	\$ 2,746.98	\$ 2,746.98	\$ 2,746.98	
PA39-6B S. McKean Way (16 Units)	Appliances	1465.1	1480	\$ -	\$ 1,222.00	\$ 1,222.00	\$ 1,222.00	
AMP 11	Non Routine Vacancy Prep (H/C flooring)	1460	1480	\$ 5,198.00	\$ -	\$ -	\$ -	
	Elevator Repairs, Reno,Uprgades	1450	1480	\$ 33,000.00	\$ 45,621.56	\$ 45,621.56	\$ 7,236.00	CABS
	Emergency Generator Repl	1450	1480	\$ 30,000.00	\$ -	\$ -	\$ -	
	A&E Elevator Cabs 391A & 39-2A	1430	1480	\$ -	\$ 6,127.51	\$ 6,127.51	\$ 3,040.80	c/o 2021
	Subtotal of Costs			\$ 150,451.00	\$ 92,686.76	\$ 92,686.76	\$ 51,214.49	

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: Housing Authority of the County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-23 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2023		
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	
PA039000012P								
PA39-1B	Appliances							
Allegheny Manor	A&E	1430	1480	\$ -	\$ 20,593.65	\$ 20,593.65	\$ 13,738.65	
(34 units)	Appliances	1465.1	1480	\$ -	\$ 649.00	\$ 649.00	\$ 649.00	
	Gas Risers/Service	1450	1480	\$ 10,000.00	\$ 8,250.00	\$ -	\$ -	
PA39-6A	Community Area Flooring	1460	1480	\$ 25,000.00	\$ 1,193.50	\$ -	\$ -	
Garden Towers	Heating System / Boilers	1460	1480	\$ 190,000.00	\$ 40,000.00	\$ -	\$ -	
(98 units)	Appliances	1465.1	1480	\$ -	\$ 7,050.96	\$ 7,050.96	\$ 7,050.96	
	Kitchens & Baths	1460	1480	\$ 10,000.00	\$ 2,000.00	\$ -	\$ -	
	A&E							
	Fire Alarm Panel Upgrade	1450	1480	\$ -	\$ 8,400.00	\$ 8,400.00	\$ 8,400.00	(Elev proj ancillary cost)
PA39-8	A&E							
Freeport Towers	Appliances	1465.1	1480	\$ -	\$ 2,279.96	\$ 2,279.96	\$ 2,279.96	
(84 units)	Apartment Doors	1460	1480	\$ 10,000.00	\$ -	\$ -	\$ -	
	NonDwelling Equip, bench seating	1475	1480	\$ -	\$ 2,151.60	\$ 2,151.60	\$ 2,151.60	
AMP 12								
39-6A	Elevators Repairs, Reno,Upgrades	1450	1480	\$ 33,000.00	\$ 310,157.02	\$ 310,157.02	\$ 270,993.67	
	Emergency Generator Repl	1450	1480	\$ 30,000.00	\$ -	\$ -	\$ -	
	Subtotal of Costs			\$ 308,000.00	\$ 402,725.69	\$ 351,282.19	\$ 305,263.84	

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

² To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages								
PHA Name: Housing Authority of the County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-23 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2023		
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	
PA039000013P	A&E	1430	1480	\$ -	\$ 13,827.62	\$ 13,827.62	\$ 8,622.62	
PA39-3	Appliances	1465.1	1480	\$ -	\$ 2,446.00	\$ 2,446.00	\$ 2,446.00	
Luxemburg Manor	Concrete sidewalks, curbs, paving	1450	1480	\$ 100,342.00	\$ -	\$ -	\$ -	
(30 Units)	Gas Risers/Service	1450	1480	\$ 10,000.00	\$ 11,750.00	\$ 3,500.00	\$ 3,500.00	
PA39-4	A&E	1430	1480	\$ -	\$ 20,414.08	\$ 20,414.08	\$ 15,414.08	
Lee Haven Towers	Appliances	1465.1	1480	\$ -	\$ 8,103.93	\$ 8,103.93	\$ 8,103.93	
(60 units)	Stoves; Repl or convert; add supression	1460	1480	\$ 71,600.00	\$ 4,292.17	\$ -	\$ -	
	Building Permit Elevator Controller	1430	1480	\$ -	\$ 1,349.50	\$ 1,349.50	\$ 1,349.50	
	Exterior Restoration	1460	1480	\$ -	\$ 35,098.55	\$ 5,098.55	\$ 5,098.55	
PA39-5	A&E	1430	1480	\$ -	\$ 13,924.70	\$ 13,924.70	\$ 12,274.70	
Warren Manor	Appliances	1465.1	1480	\$ -	\$ 2,402.99	\$ 2,402.99	\$ 2,402.99	
(61 units)	Electric Upgrade	1460	1480	\$ 15,000.00	\$ 5,000.00	\$ -	\$ -	
	Interior Lighting	1460	1480	\$ 15,000.00	\$ -	\$ -	\$ -	
	Interior Sanitary Drain	1460	1480	\$ 150,000.00	\$ 5,000.00	\$ -	\$ -	
	First Floor Drainage (moisture)	1460	1480	\$ 50,000.00	\$ 13,462.85	\$ -	\$ -	
PA39-7	A&E	1430	1480	\$ -	\$ 12,330.00	\$ 12,330.00	\$ 2,490.00	
FriendshipApts.	Appliances	1465.1	1480	\$ -	\$ -	\$ -	\$ -	
(50 units)								
AMP 13								
39-7	Elevator Repairs, Reno, Upgrades	1450	1480	\$ 33,000.00	\$ 342,857.02	\$ 342,857.02	\$ 300,423.66	
	Emergency Generator Repl	1450	1480	\$ 30,000.00	\$ -	\$ -	\$ -	
	Subtotal of costs			\$ 63,000.00	\$ 342,857.02	\$ 412,426.77	\$ 353,503.41	

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 I: Summary					
PHA Name: Housing Authority County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-24 Replacement Housing Factor Grant No: Date of CFFP:			Federal FY of Grant: FFY of Grant Approval: 2024
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserver for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending 6/30/2025 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	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	\$ 179,316	\$ 179,316.00	\$ 179,316.00	\$ 179,316.00
3	1408 Management Improvements	\$ -	\$ -	\$ -	\$ -
4	1410 Administration (may not exceed 10% of line 21)	\$ 96,000	\$ 108,000.00	\$ 108,000.00	\$ 81,000.00
5	1411 Audit	\$ -	\$ -	\$ -	\$ -
6	1415 Liquidated Damages	\$ -	\$ -	\$ -	\$ -
7	1430 Fees and Costs	\$ 114,000	\$ 132,300.00	\$ 19,530.00	\$ 10,505.00
8	1440 Site Acquisition	\$ -	\$ -	\$ -	\$ -
9	1450 Site Improvement	\$ 174,334	\$ 487,419.01	\$ 427,514.01	\$ 48,186.50
10	1460 Dwelling Structures	\$ 874,522	\$ 534,136.99	\$ -	\$ -
11	1465.1 Dwelling Equipment—Nonexpendable	\$ 45,000	\$ 45,000.00	\$ 34,616.78	\$ 34,616.78
12	1470 Non-dwelling Structures	\$ 9,000	\$ 6,000.00	\$ -	\$ -
13	1475 Non-dwelling Equipment	\$ 6,000	\$ 6,000.00	\$ -	\$ -
14	1485 Demolition	\$ -	\$ -	\$ -	\$ -
15	1492 Moving to Work Demonstration	\$ -	\$ -	\$ -	\$ -
16	1495.1 Relocation Costs	\$ -	\$ -	\$ -	\$ -
17	1499 Development Activities ⁴	\$ -	\$ -	\$ -	\$ -
18	1501 Collateralization of Dept Service paid by PHA	\$ -	\$ -	\$ -	\$ -
18a	9000 Collateralization of Debt Service paid Via System of Direct Payment	\$ -	\$ -	\$ -	\$ -
19	1502 Contingency (may not exceed 8% of line 20)	\$ -	\$ -	\$ -	\$ -
21	Amount of Annual Grant: (sum of lines 2-19)	\$ 1,498,172	\$ 1,498,172.00	\$ 768,976.79	\$ 353,624.28
22	Contingency Account Compared to Construction Accounts				
23	Amount of line 20 Related to LBP Activities				
24	Amount of line 20 Related to Section 504 Activities	\$ -	\$ -	\$ -	\$ -
25	Amount of line 20 Related to Security—Soft Costs				
26	Amount of Line 20 related to Security-- Hard Costs				
27	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director		Date		Signature of Public Housing Director	
				Date	

6/30/2025

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: Housing Authority of the County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-24 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2024		
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	
PA039000011P	Exterior Restoration	1460	1480	\$ 6,000.00	\$ 6,000.00	\$ -	\$ -	
PA39-1A	Int Drains,water,kitchens,baths cont.	1460	1480	\$ 41,253.00	\$ 27,367.99	\$ -	\$ -	
Armstrong Court (56 Units)	Replace Leaking Gas Service line/valve	1450	1480	\$ -	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00	
	A&E							
	Appliances	1465.1	1480	\$ -	\$ 3,797.98	\$ 3,797.98	\$ 3,797.98	
	Relocation	1495.1	1480	\$ -	\$ -	\$ -	\$ -	
PA39-2A	Kitchens & Bath renovations	1460	1480	\$ 50,000.00	\$ 20,000.00	\$ -	\$ -	
Parkview Apartmn (38 Units)	A&E							
	Appliances	1465.1	1480	\$ -	\$ 5,117.97	\$ 5,117.97	\$ 5,117.97	
PA39-6B	Replace Interior Doors	1460	1480	\$ 40,000.00	\$ 10,000.00	\$ -	\$ -	
S. McKean Way (16 Units)	Furnace Replacement	1460	1480	\$ 25,000.00	\$ -	\$ -	\$ -	
	Appliances	1465.1	1480	\$ -	\$ -			
AMP 11	Non Routine Vacancy Prep	1460	1480	\$ 5,000.00	\$ 3,000.00	\$ -	\$ -	
	Lighting (Interior & Exterior)	1460	1480	\$ 7,000.00	\$ 5,000.00	\$ -	\$ -	
	Boilers/tanks/pumps/heating	1460	1480	\$ 10,000.00	\$ 5,000.00	\$ -	\$ -	
	Site Utilities	1450	1480	\$ 5,000.00	\$ -	\$ -	\$ -	
	Window Replacement	1460	1480	\$ 25,000.00	\$ 15,000.00	\$ -	\$ -	
	Upgrade doors/Power Access	1460	1480	\$ 5,000.00	\$ 500.00	\$ -	\$ -	
	Elevators	1450	1480	\$ 15,000.00	\$ -			
	Subtotal of Costs			\$ 234,253.00	\$ 106,583.94	\$ 14,715.95	\$ 14,715.95	

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: Housing Authority of the County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-24 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2024		
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	
PA039000012P	Porch/stoops & railings	1460	1480	\$ 55,000.00	\$ 15,000.00	\$ -	\$ -	
PA39-1B	Appliances	1465.1	1480	\$ -	\$ 3,321.00	\$ 3,321.00	\$ 3,321.00	
Allegheny Manor (34 units)	A&E							
	Kitchens & Baths & Drains	1460	1480	\$ 101,733.00	\$ 22,533.00	\$ -	\$ -	
	Furnace Replacement	1460	1480	\$ 25,000.00	\$ 37,500.00	\$ -	\$ -	
PA39-6A								
Garden Towers (98 units)	Appliances	1465.1	1480	\$ -	\$ 4,968.00	\$ 4,968.00	\$ 4,968.00	
	A&E							
PA39-8	A&E							
Freeport Towers (84 units)	Appliances	1465.1	1480	\$ -	\$ 1,049.99	\$ 1,049.99	\$ 1,049.99	
	Kitchens & Baths & Drains	1460	1480	\$ 38,970.00	\$ 18,970.00	\$ -	\$ -	
	Apartment Lighting	1460	1480	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	
	Boiler Room Door/Entrance	1460	1480	\$ 12,347.00	\$ 4,347.00	\$ -	\$ -	
	Add/Expand Management Office	1460	1480	\$ 3,000.00	\$ 1,000.00	\$ -	\$ -	
AMP 12	Exterior Restoration	1460	1480	\$ 6,000.00	\$ 6,000.00	\$ -	\$ -	
	Exterior & Interior Lighting	1450	1480	\$ 7,000.00	\$ 5,000.00	\$ -	\$ -	
	Boilers/tanks/pumps/heating	1450	1480	\$ 10,000.00	\$ 5,000.00	\$ -	\$ -	
	Site Utilities/waer.gas.drains	1450	1480	\$ 5,000.00	\$ 1,600.00	\$ -	\$ -	
	Interior Drains & Waterlines	1460	1480	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	
	Window Replacement	1460	1480	\$ 25,000.00	\$ 15,000.00	\$ -	\$ -	
	Non Routine Vacancy Prep	1460	1480	\$ 5,000.00	\$ 3,000.00	\$ -	\$ -	
	Elevators	1450	1480	\$ 15,000.00	\$ -	\$ -	\$ -	
	Upgrade Doors/Power Access	1460	1480	\$ 5,000.00	\$ 500.00	\$ -	\$ -	
	Subtotal of Costs			\$ 344,050.00	\$ 174,788.99	\$ 9,338.99	\$ 9,338.99	

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: Housing Authority of the County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-24 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2024		
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	
PA039000013P	A&E							
PA39-3	Appliances	1465.1	1480	\$ -	\$ 4,241.96	\$ 4,241.96	\$ 4,241.96	
Luxemburg Manor (30 Units)	Kitchens & Baths & Drains	1460	1480	\$ 155,000.00	\$ 81,700.00	\$ -	\$ -	
	Furnace Replacement	1460	1480	\$ 25,000.00	\$ 37,500.00	\$ -	\$ -	
PA39-4	A&E	1430	1480	\$ -	\$ 19,530.00	\$ 19,530.00	\$ 10,505.00	
Lee Haven Towers (60 units)	Appliances	1465.1	1480	\$ -	\$ 4,319.96	\$ 4,319.96	\$ 4,319.96	
	Interior Lighting	1460	1480	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	
	Exterior Restoration	1460	1480	\$ -	\$ 20,000.00	\$ -	\$ -	funge
	Replace Windows	1460	1480	\$ 69,098.00	\$ 69,098.00	\$ -	\$ -	
PA39-5	A&E							
Warren Manor (61 units)	Appliances	1465.1	1480	\$ -	\$ 2,849.95	\$ 2,849.95	\$ 2,849.95	
	Exterior Restoration	1460	1480	\$ -	\$ 10,000.00	\$ -	\$ -	funge
PA39-7	A&E							
FriendshipApts. (50 units)	Appliances	1465.1	1480	\$ -	\$ 4,949.97	\$ 4,949.97	\$ 4,949.97	
	Replace Community Room Door	1460	1480	\$ 12,121.00	\$ 12,121.00	\$ -	\$ -	
	Community Area Flooring	1460	1480	\$ 30,000.00	\$ 20,000.00			
	Power Door Access	1450	1480	\$ -	\$ 12,295.00	\$ 12,295.00	\$ 12,295.00	
AMP 13	Exterior Restoration	1450	1480	\$ 6,000.00	\$ 6,000.00	\$ -	\$ -	
	Exterior & Interior Lighting	1460	1480	\$ 7,000.00	\$ 5,000.00	\$ -	\$ -	
	Boilers/tanks/pumps/heating	1460	1480	\$ 10,000.00	\$ 5,000.00	\$ -	\$ -	
	Site Utilities/waer.gas.drains	1450	1480	\$ 5,000.00	\$ 1,600.00	\$ -	\$ -	
	Interior Drains & Waterlines	1460	1480	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	
	Window Replacement	1460	1480	\$ 25,000.00	\$ 15,000.00	\$ -	\$ -	
	Non Routine Vacancy Prep	1460	1480	\$ 5,000.00	\$ 3,000.00	\$ -	\$ -	
	Elevators 39-4 Controller & Upgrades	1450	1480	\$ 16,334.00	\$ 409,419.01	\$ 409,419.01	\$ 30,091.50	
	Upgrade Doors/Power Access	1460	1480	\$ 5,000.00	\$ -	\$ -	\$ -	
	Subtotal of costs			\$ 84,334.00	\$ 753,624.85	\$ 457,605.85	\$ 69,253.34	

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 I: Summary					
PHA Name: Housing Authority County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-25 Replacement Housing Factor Grant No: Date of CFFP:			Federal FY of Grant: FFY of Grant Approval: 2025
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserver for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending 6/30/2025 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	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	\$ 107,386	\$ 107,386	\$ 107,386	\$ -
3	1408 Management Improvements	\$ -	\$ -	\$ -	\$ -
4	1410 Administration (may not exceed 10% of line 21)	\$ 108,000	\$ 108,000	\$ -	\$ -
5	1411 Audit	\$ -	\$ -	\$ -	\$ -
6	1415 Liquidated Damages	\$ -	\$ -	\$ -	\$ -
7	1430 Fees and Costs	\$ 123,000	\$ 123,000	\$ -	\$ -
8	1440 Site Acquisition	\$ -	\$ -	\$ -	\$ -
9	1450 Site Improvement	\$ 455,000	\$ 455,000	\$ -	\$ -
10	1460 Dwelling Structures	\$ 535,695	\$ 535,695	\$ -	\$ -
11	1465.1 Dwelling Equipment—Nonexpendable	\$ 45,000	\$ 45,000	\$ -	\$ -
12	1470 Non-dwelling Structures	\$ 9,000	\$ 9,000	\$ -	\$ -
13	1475 Non-dwelling Equipment	\$ 6,000	\$ 6,000	\$ -	\$ -
14	1485 Demolition	\$ -	\$ -	\$ -	\$ -
15	1492 Moving to Work Demonstration	\$ -	\$ -	\$ -	\$ -
16	1495.1 Relocation Costs	\$ 75,000	\$ 75,000	\$ -	\$ -
17	1499 Development Activities ⁴	\$ -	\$ -	\$ -	\$ -
18	1501 Collateralization of Dept Service paid by PHA	\$ -	\$ -	\$ -	\$ -
18a	9000 Collateralization of Debt Service paid Via System of Direct Payment	\$ -	\$ -	\$ -	\$ -
19	1502 Contingency (may not exceed 8% of line 20)	\$ -	\$ -	\$ -	\$ -
21	Amount of Annual Grant: (sum of lines 2-19)	\$ 1,464,081	\$ 1,464,081	\$ 107,386	\$ -
22	Contingency Account Compared to Construction Accounts				
23	Amount of line 20 Related to LBP Activities				
24	Amount of line 20 Related to Section 504 Activities	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -
25	Amount of line 20 Related to Security—Soft Costs				
26	Amount of Line 20 related to Security-- Hard Costs				
27	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director		Date		Signature of Public Housing Director	
				Date	

6/30/2025

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: Housing Authority of the County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-25 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2025		
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	
PA039000011P	Kitchens & Bathrooms & Drains	1460	1480	\$ 161,253.00	\$ 161,253.00	\$ -	\$ -	2021
PA39-1A						\$ -	\$ -	
Armstrong Court								
(56 Units)	A&E							
	Appliances	1465.1	1480	\$ -	\$ -	\$ -	\$ -	
	Relocation	1495.1	1480	\$ 65,000.00	\$ 65,000.00	\$ -	\$ -	
PA39-2A								
Parkview Apartm								
(38 Units)	A&E							
	Appliances							
PA39-6B	Bathroom Upgrade	1460	1480	\$ 109,442.00	\$ 109,442.00	\$ -	\$ -	
S. McKean Way	Concrete Stoops	1450	1480	\$ -	\$ -	\$ -	\$ -	future work item
(16 Units)	Appliances							
AMP 11	Flooring/Common Areas	1450	1480	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	
	Sidewalks/Concrete & Landscape	1450	1480	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	
	Parking Area Paving/Sealing, Stripe, etc	1450	1480	\$ 60,000.00	\$ 60,000.00	\$ -	\$ -	
	Roof Repair/Replacement	1450	1480	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	
	Ventilaion/Dryers	1450	1480	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	
	UFAS Showers	1460	1480	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	
	Kitchen/Baths & Countertops	1450	1480	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	
	Relocation	1495.1	1480	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	
	Unit Floors, Doors, Painting	1460	1480	\$ 35,000.00	\$ 35,000.00			
	Subtotal of Costs		15000	\$ 520,695.00	\$ 520,695.00	\$ -	\$ -	

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

² To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages								
PHA Name: Housing Authority of the County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-25 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2025		
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	
PA039000012P	Furnace Replacement	1460	1480	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	
PA39-1B	Appliances							
Allegheny Manor	A&E							
(34 units)	Appliances							
PA39-6A	Bathroom Upgrade	1460	1480	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	
Garden Towers	Kitchen Upgrade	1460	1480	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	
(98 units)	Appliances							
	A&E							
PA39-8	A&E							
Freeport Towers	Appliances							
(84 units)								
AMP 12	Flooring/Common Areas	1450	1480	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	
	Sidewalks/Concrete & Landscape	1450	1480	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	
	Parking Area Paving/Sealing, Stripe, etc	1450	1480	\$ 60,000.00	\$ 60,000.00	\$ -	\$ -	
	Roof Repair/Replacement	1450	1480	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	
	Ventilation/Dryers	1450	1480	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	
	UFAS Showers	1450	1480	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	
	Kitchens/Baths Countertops	1450	1480	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	
	Unit Floors, Doors, Painting	1460	1480	\$ 35,000.00	\$ 35,000.00			
	Subtotal of Costs			\$ 260,000.00	\$ 260,000.00	\$ -	\$ -	

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

² To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages									
PHA Name: Housing Authority of the County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-25 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2025			
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		
PA039000012P									
AMP Group #2									
Fees & Costs									
	Architect & Engineering fees	1430	1480	\$ 28,000.00	\$ 28,000.00	\$ -	\$ -		
	Mod Inspector	1430	1480	\$ 9,000.00	\$ 9,000.00	\$ -	\$ -		
	Mod Coordinator	1430	1480	\$ 4,000.00	\$ 4,000.00	\$ -	\$ -		
As Needed									
	Appliances	1465.1	1480	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -		
	Non Dwelling Structures	1470	1480	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	i.e., sheds/maintenance bldgs.	
	Non Dwelling Equipment	1475	1480	\$ 2,000.00	\$ 2,000.00	\$ -	\$ -		
				Subtotal of costs	\$ 61,000.00	\$ 61,000.00	\$ -	\$ -	
				Grand Total for AMP Group #2	\$ 321,000.00	\$ 321,000.00	\$ -	\$ -	

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

² To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages								
PHA Name: Housing Authority of the County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-25 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2025		
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	
PA039000013P	A&E							
PA39-3	Appliances							
Luxemburg Manor (30 Units)	Furnace Replacement	1460	1480	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	
PA39-4	A&E							
Lee Haven Towers (60 units)	Appliances Windows (and panels?)	1460	1480	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	
PA39-5	A&E							
Warren Manor (61 units)	Appliances Bathroom Upgrade Utility Closet Doors & Flooring Exterior Restoration	1460 1450 1450	1480 1480 1480	\$ 50,000.00 \$ 20,000.00 \$ 5,000.00	\$ 50,000.00 \$ 20,000.00 \$ 5,000.00	\$ - \$ - \$ -	\$ - \$ - \$ -	
PA39-7	A&E							
Friendship Apts. (50 units)	Appliances							
AMP 13	Flooring/Common Areas Sidewalks/Concrete & Landscape Parking Area Paving/Sealing, Stripe, etc Roof Repair/Replacement Ventilaiton/Dryers UFAS Showers Relocation Kitchens/Baths Countertops Unit Floors, Doors, Painting	1450 1450 1450 1450 1450 1450 1495.1 1450 1460	1480 1480 1480 1480 1480 1480 1480 1480 1480	\$ 40,000.00 \$ 10,000.00 \$ 60,000.00 \$ 20,000.00 \$ 5,000.00 \$ 5,000.00 \$ 5,000.00 \$ 5,000.00 \$ 35,000.00	\$ 40,000.00 \$ 10,000.00 \$ 60,000.00 \$ 20,000.00 \$ 5,000.00 \$ 5,000.00 \$ 5,000.00 \$ 5,000.00 \$ 35,000.00	\$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -	\$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -	
	Subtotal of costs			\$ 185,000.00	\$ 185,000.00	\$ -	\$ -	

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

² To be completed for the Performance and Evaluation Report.

Part I: Summary					
PHA Name: Housing Authority County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-26 Replacement Housing Factor Grant No: Date of CFFP:			Federal FY of Grant: FFY of Grant Approval: 2026
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserver for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	\$ 145,225	\$ -	\$ -	\$ -
3	1408 Management Improvements	\$ -	\$ -	\$ -	\$ -
4	1410 Administration (may not exceed 10% of line 21)	\$ 108,000	\$ -	\$ -	\$ -
5	1411 Audit	\$ -	\$ -	\$ -	\$ -
6	1415 Liquidated Damages	\$ -	\$ -	\$ -	\$ -
7	1430 Fees and Costs	\$ 132,000	\$ -	\$ -	\$ -
8	1440 Site Acquisition	\$ -	\$ -	\$ -	\$ -
9	1450 Site Improvement	\$ 186,000	\$ -	\$ -	\$ -
10	1460 Dwelling Structures	\$ 797,856	\$ -	\$ -	\$ -
11	1465.1 Dwelling Equipment—Nonexpendable	\$ 30,000	\$ -	\$ -	\$ -
12	1470 Non-dwelling Structures	\$ 9,000	\$ -	\$ -	\$ -
13	1475 Non-dwelling Equipment	\$ 6,000	\$ -	\$ -	\$ -
14	1485 Demolition	\$ -	\$ -	\$ -	\$ -
15	1492 Moving to Work Demonstration	\$ -	\$ -	\$ -	\$ -
16	1495.1 Relocation Costs	\$ 50,000	\$ -	\$ -	\$ -
17	1499 Development Activities ⁴	\$ -	\$ -	\$ -	\$ -
18	1501 Collateralization of Dept Service paid by PHA	\$ -	\$ -	\$ -	\$ -
18a	9000 Collateralization of Debt Service paid Via System of Direct Payment	\$ -	\$ -	\$ -	\$ -
19	1502 Contingency (may not exceed 8% of line 20)	\$ -	\$ -	\$ -	\$ -
21	Amount of Annual Grant: (sum of lines 2-19)	\$ 1,464,081	\$ -	\$ -	\$ -
22	Contingency Account Compared to Construction Accounts				
23	Amount of line 20 Related to LBP Activities				
24	Amount of line 20 Related to Section 504 Activities	\$ 15,000.00	\$ -	\$ -	\$ -
25	Amount of line 20 Related to Security—Soft Costs				
26	Amount of Line 20 related to Security-- Hard Costs				
27	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director		Date		Signature of Public Housing Director	
				Date	

6/30/2025

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: Housing Authority of the County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-26 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2026		
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	
PA039000012P								
AMP Group #2								
Fees & Costs								
	Architect & Engineering fees	1430	1480	\$ 28,000.00	\$ -	\$ -	\$ -	
	Mod Inspector	1430	1480	\$ 9,000.00	\$ -	\$ -	\$ -	
	Mod Coordinator	1430	1480	\$ 7,000.00	\$ -	\$ -	\$ -	
As Needed								
	Appliances	1465.1	1480	\$ 10,000.00	\$ -	\$ -	\$ -	
	Non Dwelling Structures	1470	1480	\$ 3,000.00	\$ -	\$ -	\$ -	i.e., sheds/maintenance bldgs.
	Non Dwelling Equipment	1475	1480	\$ 2,000.00	\$ -	\$ -	\$ -	
				Subtotal of costs	\$ 59,000.00	\$ -	\$ -	\$ -
				Grand Total for AMP Group #2	\$ 246,000.00	\$ -	\$ -	\$ -

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

² To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages								
PHA Name: Housing Authority of the County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-26 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2026		
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	
PA039000013P	A&E							
PA39-3	Appliances							
Luxemburg Manor (30 Units)	Furnace Replacement							
PA39-4	A&E							
Lee Haven Towers (60 units)	Appliances							
PA39-5	A&E							
Warren Manor (61 units)	Appliances							
PA39-7	A&E							
Friendship Apts. (50 units)	Appliances							
AMP 13	Air Make Up Unit Repair/Replace	1460	1480	\$ 20,000.00	\$ -	\$ -	\$ -	
	Fire Alarm System Upgrade/Repl	1460	1480	\$ 50,000.00	\$ -	\$ -	\$ -	
	Emergency Call System	1460	1480	\$ 55,000.00	\$ -	\$ -	\$ -	
	Exterior Hand Railings	1450	1480	\$ 12,000.00	\$ -	\$ -	\$ -	
	HVAC	1450	1480	\$ 40,000.00	\$ -	\$ -	\$ -	
	Sidewalk/Concrete/Landscape/Pave	1450	1480	\$ 10,000.00	\$ -	\$ -	\$ -	
	Subtotal of costs			\$ 187,000.00				

¹
²

Part II: Supporting Pages								
PHA Name: Housing Authority of the County of Armstrong		Grant Type and Number Capital Fund Program Grant No: PA28P039 501-26 CFFP (Yes/No): No Replacement Housing Factor Grant No:				Federal FFY of Grant: 2026		
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	
PA039000013P								
AMP Group #3								
	Fees & Costs							
	Architect & Engineering fees	1430	1480	\$ 28,000.00	\$ -	\$ -	\$ -	
	Mod Inspector	1430	1480	\$ 9,000.00	\$ -	\$ -	\$ -	
	Mod Coordinator	1430	1480	\$ 7,000.00	\$ -	\$ -	\$ -	
					\$ -	\$ -	\$ -	
As Needed								
	Appliances	1465.1	1480	\$ 10,000.00	\$ -	\$ -	\$ -	
	Non Dwelling Structures	1470	1480	\$ 3,000.00	\$ -	\$ -	\$ -	i.e., sheds/maintenance bldgs.
	Non Dwelling Equipment	1475	1480	\$ 2,000.00	\$ -	\$ -	\$ -	i.e., community rm furniture bench seating, bike racks
	Subtotal of costs			\$ 59,000.00				
	Grand Total for AMP Group 3			\$ 59,000.00				
PHA Wide								
	Operations	1406		\$ 145,225.00	\$ -	\$ -	\$ -	
	Capital Fund Program Fee	1410		\$ 108,000.00	\$ -	\$ -	\$ -	

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

² To be completed for the Performance and Evaluation Report.

Capital Fund Program - Five Year Plan

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/Number :Armstrong PA28P039		Locality (City/County & State):Kittanning/Armstrong/PA			<input checked="" type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 2026	Work Statement for Year 2 FFY 2027	Work Statement for Year 3 FFY 2028	Work Statement for Year 4 FFY 2029	Work Statement for Year 5 FFY 2030
B.	Physical Improvements Subtotal	Annual Statement	\$ 1,042,491	\$ 1,079,098	\$ 1,084,856	\$ 1,014,422
C.	Management Improvements					
D.	PHA-Wide Non-dwelling		\$ 15,000	\$ 15,000	\$ 15,000	\$ 12,000
E.	Administration		\$ 108,000	\$ 108,000	\$ 108,000	\$ 123,000
F.	Other		\$ 132,000	\$ 117,681	\$ 114,000	\$ 120,000
G.	Operations		\$ 166,590	\$ 144,302	\$ 142,225	\$ 194,659
H.	Demolition		\$ -	\$ -	\$ -	\$ -
I.	Development		\$ -	\$ -	\$ -	\$ -
J.	Capital Fund Financing – Debt Service		\$ -	\$ -	\$ -	\$ -
K.	Total CFP Funds		\$ 1,464,081	\$ 1,464,081	\$ 1,464,081	\$ 1,464,081
L.	Total Non-CFP Funds		\$ -	\$ -	\$ -	\$ -
M.	Grand Total		\$ 1,464,081	\$ 1,464,081	\$ 1,464,081	\$ 1,464,081

Capital Fund Program - Five Year Plan

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 (Continuation)						
PHA Name/Number Armstrong PA28P039			Locality (City/County & State)Kittanning/Armstrong/PA		<input checked="" type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY 2026	Work Statement for Year 2 FFY 2027	Work Statement for Year 3 FFY 2028	Work Statement for Year 4 FFY 2029	Work Statement for Year 5 FFY 2030
	PA039000011P	Annual Statement				
	Armstrong Court 39-1A		\$ 141,253			
	Parkview Apts 39-2A		\$ 150,238		\$ 20,000	\$ -
	S.McKean Way 39-6B		\$ -		\$ 40,000	\$ -
	AMP WIDE 11		\$ 255,000	\$ 379,098	\$ 154,253	\$ 331,474
	PA039000012P					
	Allegheny Manor 39-1B				\$ 37,533	\$ -
	Garden Towers 39-6A					\$ -
	Freeport Towers 39-8				\$ 49,317	\$ -
	AMP WIDE 12		\$ 255,000	\$ 350,000	\$ 126,000	\$ 341,474
	PA039000013P					
	Luxemburg Manor 39-3				\$ 100,000	\$ -
	Lee Haven 39-4				\$ 3,000	\$ -
	Warren Manor 39-5					\$ -
	Friendship Apts 39-7				\$ 32,121	\$ -
	AMP Wide 13		\$ 241,000	\$ 350,000	\$ 522,632	\$ 341,474
	TOTAL		\$ 1,042,491	\$ 1,079,098	\$ 1,084,856	\$ 1,014,422

Capital Fund Program - Five Year Plan

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 – Physical Needs Work Statement(s)						
Work Statement For Year 1 FFY 2026	Work Statement for Year 2 FFY 2027			Work Statement for Year 3 FFY 2028		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	PA039000011P	HVAC Repair or Replace	\$ 20,000	PA039000011P	Exterior Restoration	\$ 30,000
Annual		Air Make Up Repair/Replace	\$ 20,000		Flooring/Common areas & Units	\$ 30,000
Statement		Exterior Hand Railings	\$ 12,000		Replace Windows & Doors	\$ 59,098
		Emergency Call Systems	\$ 30,000		Upgrade Kitchens & Baths	\$ 30,000
		Fire Alarm Systems	\$ 50,000		Appliances	\$ 30,000
		Kitchen/Bathroom Counters	\$ 10,000		SidewalksConcrete & Landscape	\$ 15,000
		Parking Area Paving/Sealing	\$ 33,000		Parking Area Pave, Seal, Line	\$ 15,000
		Emergency Generator Repl	\$ 30,000		Roof Repair or Replace	\$ 15,000
		Sidewalk/concrete/landscape	\$ 20,000		HVAC Repair/Replace	\$ 15,000
		Appliances	\$ 10,000		Fire Alarm Systems	\$ 15,000
		Upgrade Unit Flooring	\$ 20,000		Boilers, Tanks, Pumps, Heating	\$ 15,000
	Armstrong Court 39-1A 56 units	H/C Bathroom Flooring	\$ 15,000		Emergency Generator Repl	\$ 15,000
		Interior Drains (multi yr)	\$ 76,253		Emergency Call Systems	\$ 15,000
		Relocation	\$ 50,000		NonRoutine Vac Prep	\$ 15,000
	Parkview 39-2A 38 units	Generator Building Upgrade (Or ReConstruct)	\$ 54,098		Interior Lighting	\$ 15,000
		Window Replacement	\$ 96,140		A&E Services	\$ 15,000
	PA039000012P	Upgrade Unit Flooring	\$ 20,000		Elevator Repairs	\$ 30,000
		HVAC Repair or Replace	\$ 20,000		Site Utilities	\$ 5,000
		Air Make Up Repair/Replace	\$ 20,000		AMP 11 Total	\$ 379,098
		Exterior Hand Railings	\$ 12,000	PA039000012P	Exterior Restoration	\$ 30,000
		Emergency Call Systems	\$ 30,000		Flooring/Common areas & Units	\$ 30,000
		Fire Alarm Systems	\$ 50,000		Replace Windows & Doors	\$ 30,000
		Sidewalk/concrete/landscape	\$ 20,000		Upgrade Kitchens & Baths	\$ 30,000
		Appliances	\$ 10,000		Appliances	\$ 30,000
		Kitchen/Bathroom Counters	\$ 10,000		SidewalksConcrete & Landscape	\$ 15,000
		Parking Area Paving/Sealing	\$ 33,000		Parking Area Pave, Seal, Line	\$ 15,000
		Emergency Generator Repl	\$ 30,000		Roof Repair or Replace	\$ 15,000
	PA039000013P	HVAC Repair or Replace	\$ 20,000		HVAC Repair/Replace	\$ 15,000
		Air Make Up Repair/Replace	\$ 20,000		Fire Alarm Systems	\$ 15,000
		Exterior Hand Railings	\$ 12,000		Boilers, Tanks, Pumps, Heating	\$ 15,000
		Emergency Call Systems	\$ 30,000		Emergency Generator Repl	\$ 15,000
		Fire Alarm Systems	\$ 50,000		Emergency Call Systems	\$ 15,000
		Sidewalk/concrete/landscape	\$ 10,000		NonRoutine Vac Prep	\$ 15,000
		Appliances	\$ 5,000		Interior Lighting	\$ 15,000
		Kitchen/ Bathroom Counters	\$ 10,000		A&E Services	\$ 15,000
		Parking Area Paving/Sealing	\$ 34,000		Elevator Repairs	\$ 30,000
		Emergency Generator Repl	\$ 30,000		Site Utilities	\$ 5,000
		Upgrade Unit Flooring	\$ 20,000		AMP 12 TOTAL	\$ 350,000.00
		Total of 2027 Estimated Cost	\$ 1,042,491.00			

Capital Fund Program - Five Year Plan

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 – Physical Needs Work Statement(s)

Work Statement For Year 1 FFY 2026	Work Statement for Year 3 FFY 2028 cont.			Work Statement for Year 4 FFY 2029		
	Development Number/Name General Description of Major Work Categories+E54:G79E54:G	Quantity	Estimated Cost	Development Number/Name General Description of Major Work	Quantity	Estimated Cost
See	PA039000013P	Exterior Restoration	\$ 30,000	PA039000011P	Landscape/Paving/Concrete/drainage	\$ 15,000
Annual Statement		Flooring/Common areas & Units	\$ 30,000		Interior Drains & Waterlines	\$ 29,253
		Replace Windows & Doors	\$ 30,000		Exterior Restoration & Repairs	\$ 10,000
		Upgrade Kitchens & Baths	\$ 30,000		Appliances	\$ 15,000
		Appliances	\$ 30,000		Interior Lighting	\$ 3,000
		SidewalksConcrete & Landscape	\$ 15,000		Exterior Lighting	\$ 2,000
		Parking Area Pave, Seal, Line	\$ 15,000		Ext. Doors & Power Access	\$ 3,000
		Roof Repair or Replace	\$ 15,000		Boilers, Tanks, Pumps, Heating	\$ 35,000
		HVAC Repair/Replace	\$ 15,000			
		Fire Alarm Systems	\$ 15,000		Elevator Repairs & Renovatins	\$ 15,000
		Boilers, Tanks, Pumps, Heating	\$ 15,000		Window Replaement	\$ 15,000
		Emergency Generator Repl	\$ 15,000		Site Utilities	\$ 3,000
		Emergency Call Systems	\$ 15,000		NonRoutine Vac Prep	\$ 9,000
		NonRoutine Vac Prep	\$ 15,000	S. McKean Way 39-6B	Furnace Replacement	\$ 25,000
		Interior Lighting	\$ 15,000	"	Porth stoops	\$ 5,000
		A&E Services	\$ 15,000	"	Interior Doors	\$ 10,000
		Elevator Repairs	\$ 30,000	Parkview Apts 39-2A	Kitchens & Baths	\$ 20,000
		Site Utilities	\$ 5,000		AMP 11 Total	\$ 214,253
				PA039000012P	Landscape/Paving/Concrete/drainage	\$ 15,000
		Subtotal 2028 Est for AMP13	\$ 350,000		Interior Drains & Waterlines	\$ 5,000
					Exterior Restoration & Repairs	\$ 6,000
					Appliances	\$ 15,000
					Interior Lighting	\$ 3,000
					Exterior Lighting	\$ 2,000
					Ext. Doors & Power Access	\$ 3,000
					Boilers, Tanks, Pumps, Heating	\$ 35,000
					Elevator Repairs & Renovatins	\$ 15,000
					Window Replaement	\$ 15,000
					Site Utilities	\$ 3,000
					NonRoutine Vac Prep	\$ 9,000
				Allegheny Manor 39-1B	Kitchens & Baths	\$ 22,533
					Porches	\$ 15,000
					Subtotal AMP 12	\$ 163,533
		Total of 2028 Estimated Cost	\$ 1,079,098			

Capital Fund Program - Five Year Plan

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 – Physical Needs Work Statement(s)						
Work Statement For Year 1 FFY 2026	Work Statement for Year 4 FFY 2029 cont.			Work Statement for Year 5 FFY 2030		
	Development Number/Name General Description of Major Work Categories B100:D128B10	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	Freeport	Management Office	\$ 1,000	PA039000011P	Sidewalk/Concrete/Landscape/pave	\$ 30,134
Annual		Apartment Lighting	\$ 25,000		Exterior Restoration & Repairs	\$ 30,134
Statement		Kitchens/Baths	\$ 18,970		Interior Drains & Waterlines	\$ 30,134
		Boiler Room Entrance Upgrade	\$ 4,347		Windows & Exterior Doors	\$ 30,134
		AMP 12 Total	\$ 212,850		Flooring, Doors & Painting	30134
	PA039000013P	Landscape/Paving/Concrete/drainage	\$ 15,000		Air Makeup Units	20134
		Interior Drains & Waterlines	\$ 5,000		Electrical Upgrade, service, lighting	30134
					Emergency Generators	30134
		Exterior Restoration & Repairs	\$ 10,000		Fire Alarm Sys	30134
		Appliances	\$ 15,000		Appliances	30134
		Interior Lighting	\$ 3,000		Roof Replacement	30134
		Exterior Lighting	\$ 2,000		Ceiling Tile and Int. Lighting	10000
		Ext. Doors & Power Access	\$ 3,000		Total AMP 11	\$ 331,474
		Boilers, Tanks, Pumps, Heating	\$ 35,000	PA039000012P	Sidewalk/Concrete/Landscape/pave	30134
					Exterior Restoration & Repairs	\$ 30,134
		Elevator Repairs & Renovatins	\$ 407,632		Interior Drains & Waterlines	\$ 30,134
		Window Replaement	\$ 15,000		Windows & Exterior Doors	\$ 30,134
		Site Utilities	\$ 3,000		Flooring, Doors & painting	\$ 30,134
		NonRoutine Vac Prep	\$ 9,000		Air Makeup Units	\$ 30,134
					Electrical Upgrade, service, lighting	\$ 30,134
	Luxemburg 39-3	Kitchens Baths	\$ 50,000		Emergency Generators	\$ 30,134
		Interior Drains	\$ 50,000		Fire Alarm Sys	\$ 30,134
					Appliances	\$ 30,134
	Lee Haven 39-4	Interior Lighting	\$ 3,000		Roof Replacement	\$ 30,134
					Ceiling Tile and Int. Lighting	\$ 10,000
	Friendship 39-7	Community Room Doors	\$ 12,121		Total AMP 12	\$ 341,474
		Community Room/Hall Flooring	\$ 20,000	PA039000013P	Sidewalk/Concrete/Landscape/pave	\$ 30,134
					Exterior Restoration & Repairs	\$ 30,134
					Interior Drains & Waterlines	30134
		AMP 13 Total	\$ 657,753		Windows & Exterior Doors	\$ 30,134
					Flooring, Doors & Painting	\$ 30,134
					Air Makeup Units	\$ 30,134
					Electrical Upgrade, service, lighting	\$ 30,134
					Emergency Generators	\$ 30,134
					Fire Alarm Sys	\$ 30,134
					Appliances	\$ 30,134
					Roof Replacement	\$ 30,134
					Ceiling Tile and Int. Lighting	\$ 10,000
					Total AMP 13	\$ 341,474
		Total Estimated Cost for 2029	\$ 1,084,856		Total Estimated for 2030	\$ 1,014,422

FY2026 ANNUAL AGENCY PLAN

SECTION C.1 - RESIDENT ADVISORY BOARD

ATTACHMENT PA039C101

FY2026 ANNUAL AGENCY PLAN
RESIDENT MEMBER ON THE PHA GOVERNING BOARD

The Resident Board Member seat on the governing board of the Housing Authority of the County of Armstrong is currently vacant.

The Housing Authority is searching for a replacement.

**FY2026 ANNUAL AGENCY PLAN
MEMBERSHIP OF THE RESIDENT ADVISORY BOARD**

The Housing Authority of the County of Armstrong actively collaborates with a Resident Advisory Board in the preparation of its Agency Plans.

The members of the Resident Advisory Board are former Resident Council officers or residents/participants who have volunteered to participate. The members, who include residents of the Public Housing and Section 8 Voucher Programs, are as follows:

Program	Development Name	Member Name
Public Housing	Armstrong Court	David McKain
	Allegheny Manor	No Representative
	Parkview Apartments	Mathew Lerner
	Luxemburg Manor	Christy Burns
	Lee Haven Towers	Ronald Peck
	Warren Manor	Donna Bernat
	Garden Towers	No Representative
	South McKean Way	Erika Maxwell
	Friendship Apartments	Cindy Simons
Freeport Towers	Joseph Bodick	
Section 8 Voucher		Paula Sheasley

The Housing Authority is actively soliciting residents, of the developments that are not currently represented, for interest to serve on the Resident Advisory Board.

AGENDA
RESIDENT ADVISORY BOARD MEETING
THURSDAY, MAY 15, 2025
11:00 A.M.

- 1.** Welcome

- 2.** Approval of the Minutes – July 18, 2024

- 3.** FY 2026 Annual Agency Plan
 - a. Updates
 - b. Capital Fund Program Update

- 4.** Old Business

- 5.** New Business
 - a. Memorandum of Agreement

- 6.** Open Discussion

- 7.** Adjournment

Next Meeting: June 19, 2025 @ 11:00 a.m.

RESIDENT ADVISORY BOARD MEETING
THURSDAY, MAY 15, 2025

In Attendance: Marty Sutton, Executive Director
Laura Toy, Modernization Coordinator/Occupancy Director
Beth Burkhart, Deputy Executive Director
Denise Getty, Executive Secretary
Darlene Beyer, Property Manager
Dianna Craig, Property Manager
Windy Toy, Property Manager
Residents as listed on sign-in sheet

Communities not represented: Garden Towers, South McKean Way, Allegheny Manor, Luxemburg Manor, Friendship Apartments, and Section 8 Voucher.

WELCOME

At approximately 11:00 a.m., Mrs. Sutton introduced and welcomed all representatives and staff.

APPROVAL OF THE MINUTES - JULY 18, 2024

Joe Bodick made a motion to approve, as presented, the minutes of the July 18, 2024, meeting. Said motion was seconded by Matthew Lerner and unanimously carried.

ANNUAL AGENCY PLAN – FY2026

Ms. Sutton noted that the PHA Plan is a draft for the Annual Plan for fiscal year 2026.

Mrs. Sutton revisited the purpose of the Resident Advisory Board members, as well as the roles and responsibilities of the representatives.

Mrs. Sutton also reviewed the timeline for processing the Agency Plan, noting that the Public Comment Period will be open from August 6, 2025, through September 19, 2025. A Public Hearing will be held on September 22nd and the Final Agency Plan will be presented to the Board of Directors for approval on September 24th. The Agency Plan will be submitted to HUD on or about October 10th.

Mrs. Sutton advised the members that they will receive a complete copy of the Agency Plan at the July meeting.

Updates and changes to the HUD template included:

1. The Statement of Housing Needs changes annually because it reflects the number of applicants on the waiting list.
2. There will also be changes to the Financial Resources page and it will be provided to the RAB members in July.
3. The Fiscal Year Audit has not yet been completed.
4. The Strategy for Addressing Housing Needs has been updated with changes.

5. The Deconcentration Policy, applicable only to the family sites, may reflect changes from year to year.
6. The Voluntary Conversion form will be updated after June 30, 2025.
7. The Progress Summary reflected that the Authority did not meet its goal of maintaining an overall Public Housing vacancy rate of less than 2%.
8. Capital Fund Statements will be provided to RAB members after June 30, 2025, for review.

An Amendment Summary for the 2026 Annual Agency Plan was provided for the Public Housing Admissions and Continued Occupancy Policy, as well as the Administrative Plan Amendment for the Section 8 Housing Choice Voucher Policy.

Housing Opportunity Through Modernization Act (HOTMA) Compliance was reviewed.

1. No new Earned Income Disregard enrollments after December 31, 2023.
2. New Form HUD-9886-A, including new consent policies by February 1, 2025.
3. A mandatory compliance date of July 1, 2025 for HOTMA provisions related to new income exclusions and inclusions, new income definitions, and de minimis errors.
4. Discretionary provision not to utilize the EIV system at interim reexaminations, effective July 1, 2025.
5. HUD announced that the transition to HOTMA compliant software will be delayed until further notice.

CAPITAL FUND PROGRAM UPDATE

Tentative improvements and works in progress include:

Multi-Site – Elevator Cab Project – Armstrong Court and Parkview Apartments.

Elevator Controller Project – Garden Towers, Friendship Apartments, and Lee Haven Towers.

Parking Lot Renovation Project – Allegheny Manor and Warren Manor

Furnace Replacement Project – Allegheny Manor and Luxemburg Manor

Friendship Apartments – Rear Stairs and Patio Entrance Project

Warren Manor – Exterior Repairs Project

Garden Towers – Front Entrance and Sidewalk Project

Lee Haven Towers – Exterior Restoration and Community Windows Projects.

Ms. Toy explained the process of obligation and expenditure of the Capital Fund Grant monies. She added that the 2020 Capital Fund Grant has been 93% obligated, the 2021 Capital Fund Grant has been 100% obligated, the 2022 has been 90% obligated, the 2023 Capital Fund Grant has been 85% obligated, and the 2024 Capital Fund Grant has been 51% obligated. The Authority is waiting to hear when it should anticipate receiving the 2025 Capital Fund Grant.

Mrs. Sutton noted that the Authority will receive a 2025 Capital Fund award of \$1,464,081 and provided the RAB members with a copy of the Award Notice.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

There was no new business to discuss.

MEMORANDUM OF AGREEMENT

Mrs. Sutton outlined the rules and guidelines of the Memorandum of Agreement. Representatives who were present were asked to sign the Memorandum of Agreement. It was noted that each member would receive an executed copy of the Memorandum.

OPEN DISCUSSION

Freeport Towers – Joe noted that he was happy to be on the Resident Advisory Board.

Warren Manor – Donna stated that she was pleased with the turnout for the RAB meeting.

Armstrong Court – David was glad to be on the Resident Advisory Board and grateful for living in Public Housing.

Parkview Apartments – Matthew noted that repairs were made to the site after the storm. Easter meals were delivered to the tenants.

ADJOURNMENT

With no further matters for discussion, Mrs. Sutton informed representatives that the next meeting would be June 19, 2025. A motion at 1:06 P.M. to adjourn was made by Joe Bodick and seconded by Matthew Lerner.

Respectfully submitted,

Denise Getty

RESIDENT ADVISORY BOARD MEETING
MAY 15, 2025

NAME

COMMUNITY

Sarena Toy

HACA

Beth Burkhardt

HACA

Matthew Lerner

Parkview

David C. MET

Armstrong Courts

Stacyna Craig

HACA

Wendy

HACA

Pauline B. Eyer

HACA

Nanna M. Bernat

Walden Manor

JOE Bodich

Freedom Towers

RONALD PERC

LEE HAVEN TOWERS

Dennis Getty

HACA

Marty Sutton

HACA

AGENDA
RESIDENT ADVISORY BOARD MEETING
THURSDAY, JUNE 19, 2025
11:00 A.M.

1. Welcome

2. Approval of the Minutes – May 15, 2025

3. FY 2026 Annual Agency Plan
 - a. Updates
 - b. Capital Fund Program Update

4. Old Business

5. New Business

6. Open Discussion

7. Adjournment

Next Meeting: July 17, 2025 @ 11:00 a.m.

RESIDENT ADVISORY BOARD MEETING
THURSDAY, JUNE 19, 2025

In Attendance: Marty Sutton, Executive Director
Laura Toy, Modernization Coordinator
Beth Burkhart, Deputy Executive Director
Darlene Beyer, Property Manager
Dianna Craig, Property Manager
Windy Toy, Property Manager
Residents as listed on sign in sheet

Communities not represented: Allegheny Manor, Garden Towers, and Section 8 Voucher.

WELCOME

At approximately 11:00 a.m., Mrs. Sutton welcomed all representatives and provided a recap of last month's meeting for the newest RAB members.

Mrs. Sutton advised the RAB members that they may be reimbursed for their travel mileage to and from the RAB meeting.

APPROVAL OF THE MINUTES – MAY 15, 2025

Joe Bodick made a motion to approve the minutes of the May 15, 2025 meeting. Said motion was seconded by Ronald Peck and unanimously carried.

ANNUAL AGENCY PLAN – FY2026

Mrs. Sutton noted that there have not been a lot of changes since the last meeting and most updates for the Agency Plan will be completed after June 30th.

CAPITAL FUND PROGRAM UPDATE

Tentative improvements and works in progress include:

Elevator Controller Upgrades – the work at Garden Towers and Friendship Apartments are complete. Work will begin at Lee Haven Towers on June 25th.

Elevator Cab Upgrades – the work at Armstrong Court, Parkview Apartments, and Balcony Towers are complete except for punch list items.

Multi-Site – Parking Lot Project – Allegheny Manor, Warren Manor, and Balcony Towers.
Furnace Replacement Project – Allegheny Manor and Luxemburg Manor.
Storefront Renovation Project and Exterior Fascia Restoration Project at Lee Haven Towers.
Concrete Replacement Project (Rear Stairs and Front Entrance Patio) – Friendship Apartments

OLD BUSINESS

The remaining RAB members were asked to sign the Memorandum of Agreement. A signed copy will be provided to each of the RAB members.

NEW BUSINESS

Resident Councils were discussed. Mrs. Sutton advised that she would research and obtain additional information on establishing a Resident Council. Matthew Lerner and Joe Bodick noted that residents at their sites may be interested in establishing one.

OPEN DISCUSSION

Armstrong Court – David noted that after the completed work on the elevator, it looks fantastic.

Parkview Apartments – Discussion included if in the future there would be the possibility of removing bathtubs and replacing them with walk-in showers. Matthew noted that construction work on 9th Street is taking place near Parkview Apartments. He also mentioned that the elevator upgrade was very nice.

South McKean Way – Erika noted that everything was good at South McKean Way. The discussion also included ideas and thoughts for summer activities for the children at the family sites. It was explained that the Housing Authority does not have enough staff to assist with children's activities, but tenants may be able to plan activities for them. Suggestions for summer outreach programs included local churches, YMCA, and the Salvation Army.

Warren Manor – Donna mentioned that a gentleman has been cleaning the riverbank by Warren Manor, and it looks very nice. She also stated that there are some dead shrubs around the building. Mrs. Sutton noted that she would check with the Maintenance Superintendent on the removal of the mentioned shrubs.

Friendship Apartments – Cindy reported that the elevator upgrade at Friendship Apartments is very nice.

Luxemburg Manor – Discussion was the same as for South McKean Way.

Freeport Towers – Joe stated that everything at Freeport Towers was good and quiet. He did comment that the parking lot needs to be relined, including the numbers. Joe also stated that the back entrance ramp is a little bit difficult for wheelchairs to use. Mrs. Sutton commented that she will investigate the issue. It was mentioned that the front door entry lock is sticking and not properly latching closed. Mrs. Sutton said she would also discuss this with the Maintenance Superintendent. Joe asked if in the future the Housing Authority will be installing cameras on each of the floors. Mrs. Sutton advised him that the cameras would probably not be installed because of the cost. He also remarked that Freeport Towers has multiple puzzles available if any of the other sites would have interest. It was noted that there are also some old bushes around the building that need some attention.

Lee Haven Towers – Ron mentioned that the gas line construction went well, and they are just patching some holes. Ms. Toy noted the elevator upgrade will be starting, but only one elevator at a time will be down.

Miscellaneous – Discussion included the request for vending machines at some of the sites. Mrs. Sutton explained that the tenants would need to contact the vending machine company. She also noted that they would need to reach out to their Property Manager/Maintenance Mechanic to ensure proper placement of vending machines.

ADJOURNMENT

With no further matters for discussion, Mrs. Sutton informed representatives that the next meeting would be July 17, 2025. A motion at 12:57 A.M. to adjourn was made by Joe Bodick and seconded by Matthew Lerner.

Respectfully submitted,

Denise Getty

RESIDENT ADVISORY BOARD MEETING
JUNE 19, 2025

NAME

COMMUNITY

Maureen B. Beyer	PHIM
Marty Sutton	HACA
Wanda Toy	PHIM
Shirley Craig	PHIM
Beth Burkert	HACA
Jenna Benoit	Warren Manor
Cindy Simons	Friendship
Christy Burns	Luxemburg Manor
Matt Luper	Parkview
Paul @ M ^{SP} R	Amster Courts
Kenneth Peac	LEE HAVEN TOWERS
Joe Badlich	Frederic Towers
Erika Maxwell	S. McKean Way
Jan 26	HACA

AGENDA
RESIDENT ADVISORY BOARD MEETING
THURSDAY, JULY 17, 2025
11:00 A.M.

- 1.** Welcome

- 2.** Approval of the Minutes – June 19, 2025

- 3.** FY 2026 Annual Agency Plan
 - a. Updates
 - b. Capital Fund Program Update

- 4.** Old Business

- 5.** New Business

- 6.** Open Discussion

- 7.** Adjournment

RESIDENT ADVISORY BOARD MEETING
THURSDAY, JULY 17, 2025

In Attendance: Marty Sutton, Executive Director
Laura Toy, Modernization Coordinator/Occupancy Director
Beth Burkhart, Deputy Executive Director
Denise Getty, Executive Secretary
Darlene Beyer, Property Manager
Dianna Craig, Property Manager
Windy Toy, Property Manager
Residents as listed on sign in sheet

Communities not represented: Allegheny Manor, Parkview Apartments, Garden Towers, South McKean Way, Luxemburg Manor, and Section 8 Voucher.

WELCOME

At approximately 11:00 a.m., Mrs. Sutton welcomed all representatives.

APPROVAL OF THE MINUTES – June 19, 2025

Joe Bodick made a motion to approve the minutes of the June 19, 2025, meeting. Said motion was seconded by Ronald Peck and unanimously carried.

ANNUAL AGENCY PLAN – FY2026

Updates and changes include:

1. The Financial Resources page has been finalized, and the document is able to be completed.
2. The Voluntary Conversion page has been completed.
3. An amendment to the Section 8 Voucher Administrative Plan has been included.
4. The Progress Summary has been confirmed to be correct.

Mrs. Sutton reviewed the timeline for processing the Annual Agency Plan.

CAPITAL FUND PROGRAM UPDATE

Ms. Toy reviewed the Capital Fund grants and statements with the Resident Advisory Board (RAB) members.

Tentative improvements and works in progress include:

Lee Haven Towers - Exterior Restoration and Storefront Projects. The Elevator Upgrade Project is currently in progress.

Warren Manor – Exterior Repairs Project

Multi-Site – Parking Lot Repair Project at Allegheny Manor, Warren Manor, and Balcony Towers

Friendship Apartments – Concrete Replacement Project.

OLD BUSINESS

Mrs. Sutton stated that at Warren Manor the dead shrubs have been removed from around the building and the Authority is looking to replace them with new shrubs.

The back door ramp at Freeport Towers has been fixed.

Multi-Site parking lot striping is in progress.

Discussion included Resident Councils and Social Clubs.

Mrs. Sutton reported to the Board that the Authority's website will be upgraded soon.

NEW BUSINESS

Mrs. Sutton provided the members with a copy of the executed Memorandum of Agreement.

OPEN DISCUSSION

Warren Manor – Donna asked if the Authority may know where a quilt, that represented all the sites, may be found. Mrs. Sutton stated that she would investigate the location of the quilt.

Discussion also included call boxes and Flat Rents.

Lee Haven Towers – Ron reported that the Elevator Project seems to be going well. He also noted that the gas line installation is complete, and the landscaping is very nice.

Freeport Towers – Joe stated that he would call in a work order for the large elevator because it is making noise when it stops at the sixth floor.

Discussion included use of the lock box to the high-rises for the fire departments. Mrs. Sutton stated she would reach out to the Freeport Fire Department to see if they need additional keys and/or answer questions regarding access to the building.

ADJOURNMENT

With no further matters for discussion, Mrs. Sutton informed the Board that this would be the last meeting of the year. She thanked the representatives for their time and participation on the Resident Advisory Board. A motion at 12:56 P.M. to adjourn was made by Donna Bernat and seconded by David McKain.

Respectfully submitted,

Denise Getty

Denise Getty

RESIDENT ADVISORY BOARD MEETING
JULY 17, 2025

NAME

COMMUNITY

Pauline B Beyer

PHM

~~Wanda~~
Danna Craig

PAA

PHM

Bob Berkert

HACA

Laura Toy

HACA

Marty Sutton

HACA

Joseph Bedick

Freeport

Ronald L. Peac

LEE A TOWERS

Cindy Simons

Friendship Apt.

Del M. ~~Row~~

Armstrong Courts

Donna M. Bernard

Warren Manor

Denise Getty

HACA

List of Supporting Documents Available for Local Review

(Applicable to All PHA Plan Types)

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

Applicable & On Display	Supporting Document	Applicable Plan Component
X	Form HUD-50077 SM-HP, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual PHA Plans.</i>	5-Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5-Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5-Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments (AI) to Fair Housing Choice); and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA’s public housing and Section 8 tenant-based waiting lists.	Streamlined Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan (TSAP) and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers and <u>Over-Income Tenants in Public Housing</u> . <input checked="" type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in the Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) assessment (or other applicable assessment).	Annual Plan: Management and Operations
NA	Follow-Up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary).	Annual Plan: Operations and Maintenance and Community Service and Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP).	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Management and Operations
X	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement/Performance	Annual Plan: Capital Needs

List of Supporting Documents Available for Local Review
(Applicable to All PHA Plan Types)

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

Applicable & On Display	Supporting Document	Applicable Plan Component
	and Evaluation Report (form HUD-52837) for the active grant year	
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See Notice 99-52 (HA).	Annual Plan: Operations & Management
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition - Pending
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
NA	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the U.S. Housing Act of 1937, or Section 33 of the U.S. Housing Act of 1937.	Annual Plan: Conversion of Public Housing
X	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Policies
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Operations & Management
NA	Most recent self-sufficiency (ED/SS, TOP, or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Policies
X	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA’s response to any findings	Annual Plan: Annual Audit
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) Resident Advisory Board Meeting Minutes, HOTMA Policy Amendments	Annual Plan: Attachment Annual Plan: Policies