

LEBANON COUNTY HOUSING AUTHORITY



2020 Five Year Plan Fiscal Years 2020 – 2024



THE HOUSING AUTHORITY OF THE COUNTY OF LEBANON
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Version 2- FINAL 04/08/2020

LIST OF PLAN ELEMENTS

Plan Template – Form HUD 50075-5Y
Attachment to HUD Form 50075-5Y
Housing Needs of low-income families in Lebanon County
Eligibility, Selection and Admissions Policies
Statement of Financial Resources
Rent Determination Policies
Operation and Management
Grievance Procedures
Designated Housing
Community Service and Self Sufficiency
Safety and Crime Prevention
Civil Rights Certification
Fiscal Year Audit
Asset Management Strategy
Capital Fund Annual Statement/Performance and Evaluation Reports
Capital Fund Five-Year Action Plan
Comments
Certifications
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PLAN TEMPLATE – HUD 50075-5Y

A. PHA Information.

A.1 PHA Name: Housing Authority of the County of Lebanon PHA Code: PA052

PHA Plan for Fiscal Year Beginning: (MM/YYYY): 07/2020
 PHA Plan Submission Type: 5-Year Plan Submission Revised 5-Year Plan Submission

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. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. 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. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.

The PHA plan, Plan Elements and all other relevant information can be obtained on the Authority’s website www.lebanoncountyhousing.com, or at the Authority’s administrative offices located at 930 Willow Street, Lebanon, PA 17046, or at 1012 Brock Drive, Lebanon, PA 17046 or at 1220 Mifflin Street, Lebanon, PA 17046.

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. 5-Year Plan. Required for all PHAs completing this form.

B.1	Mission. State the PHA’s mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA’s jurisdiction for the next five years. <u>The Authority’s mission is to promote safe, decent and affordable housing in an environment free from discrimination.</u>
B.2	Goals and Objectives. Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. <u>See the attached list of goals and objectives.</u>
B.3	Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. <u>See the attached list</u>
B.4	Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA’s goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. <u>See the attached list.</u>
B.5	Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan. See the attached definition.
B.6	Resident Advisory Board (RAB) Comments. (a) Did the RAB(s) provide comments to the 5-Year PHA Plan? Y N <input checked="" type="checkbox"/> <input type="checkbox"/> (b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.
B.7	Certification by State or Local Officials. 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.

ATTACHMENT TO PLAN TEMPLATE – HUD 50075-5Y

Attachment to HUD 50075-5y

Section B.2 – Goals and Objectives

Goal 1: Leverage private or public funds to create additional housing opportunities through the development of housing units.

Goal 2: Improve public housing management (PHAS) score.

Goal 3: Designate development for particular resident groups.

Goal 4 : Increase the number and percentage of employed residents and family members.

Goal 5: Participate in HUD's goal to end homelessness.

Goal 6: Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status or disability.

Section B.3 – Progress Report

Goal 1: The Authority through its affiliated nonprofit is currently in the process of developing seventy-four additional housing units in two developments. The developments are expected to be ready for occupancy by summer 2020 and spring 2021.

Goal 2: The Authority has achieved high performer status in the Public Housing program for the past four years. We will continue to strive to maintain our high level of performance.

Goal 3: In 2020 we will request that HUD renews are designation of Stevens Towers as an elderly development.

Goal 4: As of February 6, 2020, 98% of all income received by public housing families came from earned income, social security, pensions or child support payments. Only 2% of income came from TANF or some other form of public welfare. The data clearly

demonstrates our resident's success in not only obtaining, but also maintain employment.

Goal 5: The Authority has obtained 150 VASH vouchers specifically designated to assist the homeless. The Authority continues to look for other opportunities to partner with local agencies to provide housing assistance to the homeless.

Goal 6: The Authority ensures equal access to all of its housing programs. In Lebanon County 4% of the population identifies as black, 14% as Hispanic and 9% as disabled. However, in our Public Housing and Section 8 programs, 8% of participants identify as black, 58% as Hispanic and 23% as disabled. This data clearly demonstrates that the Authority has succeeded in providing equal access to all citizens of Lebanon County.

Section B.4 – Violence Against Woman Act

Because the Authority lacks any in house expertise with respect to issues involving domestic violence, we will make use of existing community services to address VAWA related issues. We will refer any reported victims to the local Domestic Violence Intervention and Sexual Assault Resources and Counseling center. We will encourage victims to file a domestic violence report with their local police department. We will encourage our community partners to hold information sessions at our facilities. We will continue to offer a waiting list preference in the Housing Choice Voucher program from victims of domestic violence.

Section B.5 – Significant Amendment or Modification

A substantial deviation or significant amendment or modification, which requires public notice and comment, will be required if a change is made to the Plan or any component thereof, related to the following: demolition or conversion of units; implementation of a homeownership program; additions of non-emergency work items with an estimated cost greater than 50% of the Authority's annual Comprehensive Grant (items not included in the Current Annual Statement or 5 Year Action Plan). Development of new Public Housing or any mixed finance developments. Changes made to the Plan, or any component thereof, which do not relate to the above-mentioned issues will not be considered substantial or significant and will not require public notice and comment.

HOUSING NEEDS OF LOW-INCOME FAMILIES
IN LEBANON COUNTY
HUD CHAS DATA

Comprehensive Housing Affordability Strategy ("CHAS") data

Summary Level: County

Created on: February 17, 2020

Data for: Lebanon County, Pennsylvania

Year Selected: 2012-2016 ACS

Income Distribution Overview	Owner	Renter	Total	
Household Income less-than or= 30% HAMFI	1,810	3,130	4,940	
Household Income >30% to less-than or= 50% HAMFI	3,010	2,770	5,780	
Household Income >50% to less-than or= 80% HAMFI	5,590	3,940	9,530	
Household Income >80% to less-than or=100% HAMFI	4,145	1,895	6,040	
Household Income >100% HAMFI	21,800	4,160	25,960	
Total	36,350	15,895	52,245	
Housing Problems Overview 1	Owner	Renter	Total	
Household has at least 1 of 4 Housing Problems	7,795	6,705	14,500	
Household has none of 4 Housing Problems	28,400	8,975	37,375	
Cost burden not available, no other problems	155	215	370	
Total	36,350	15,895	52,245	
Severe Housing Problems Overview 2	Owner	Renter	Total	
Household has at least 1 of 4 Severe Housing Problems	3,195	3,685	6,880	
Household has none of 4 Severe Housing Problems	33,000	11,995	44,995	
Cost burden not available, no other problems	155	215	370	
Total	36,350	15,895	52,245	
Housing Cost Burden Overview 3	Owner	Renter	Total	
Cost Burden less-than or= 30%	28,835	9,580	38,415	
Cost Burden >30% to less-than or= 50%	4,690	3,215	7,905	
Cost Burden >50%	2,675	2,870	5,545	
Cost Burden not available	155	235	390	
Total	36,350	15,895	52,245	
Income by Housing Problems (Owners and Renters)	Household has at least 1 of 4 Housing Problems	Household has none of 4 Housing Problems	Cost Burden not available, no other housing problem	Total
Household Income less-than or= 30% HAMFI	3,845	725	370	4,940

Household Income >30% to less-than or= 50% HAMFI	3,975	1,800		5,780
Household Income >50% to less-than or= 80% HAMFI	3,625	5,905		9,530
Household Income >80% to less-than or= 100% HAMFI	1,150	4,885		6,040
Household Income >100% HAMFI	1,905	24,055		25,960
Total	14,500	37,375	370	52,245
Income by Housing Problems (Renters only)	Household has at least 1 of 4	Household has none of	Cost Burden not available,	Total
	Housing Problems	4 Housing Problems	no other housing problem	
Household Income less-than or= 30% HAMFI	2,310	605	215	3,130
Household Income >30% to less-than or= 50% HAMFI	2,175	595		2,770
Household Income >50% to less-than or= 80% HAMFI	1,585	2,355		3,940
Household Income >80% to less-than or= 100% HAMFI	250	1,640		1,895
Household Income >100% HAMFI	385	3,775		4,160
Total	6,705	8,975	215	15,895
Income by Housing Problems (Owners only)	Household has at least 1 of 4	Household has none of	Cost Burden not available,	Total
	Housing Problems	4 Housing Problems	no other housing problem	
Household Income less-than or= 30% HAMFI	1,535	120	155	1,810
Household Income >30% to less-than or= 50% HAMFI	1,800	1,205		3,010
Household Income >50% to less-than or= 80% HAMFI	2,040	3,550		5,590
Household Income >80% to less-than or= 100% HAMFI	900	3,245		4,145
Household Income >100% HAMFI	1,520	20,280		21,800
Total	7,795	28,400	155	36,350
Income by Cost Burden (Owners and Renters)	Cost burden > 30%	Cost burden > 50%	Total	
Household Income less-than or= 30% HAMFI	3,825	3,145	4,940	
Household Income >30% to less-than or= 50% HAMFI	3,850	1,425	5,780	
Household Income >50% to less-than or= 80% HAMFI	3,260	650	9,530	

Household Income >80% to less-than or= 100% HAMFI	1,045	210	6,035	
Household Income >100% HAMFI	1,465	110	25,960	
Total	13,445	5,540	52,245	
Income by Cost Burden (Renters only)	Cost burden > 30%	Cost burden > 50%	Total	
Household Income less-than or= 30% HAMFI	2,290	1,915	3,130	
Household Income >30% to less-than or= 50% HAMFI	2,090	725	2,770	
Household Income >50% to less-than or= 80% HAMFI	1,275	140	3,940	
Household Income >80% to less-than or= 100% HAMFI	200	65	1,895	
Household Income >100% HAMFI	230	25	4,160	
Total	6,085	2,870	15,895	
Income by Cost Burden (Owners only)	Cost burden > 30%	Cost burden > 50%	Total	
Household Income less-than or= 30% HAMFI	1,535	1,230	1,810	
Household Income >30% to less-than or= 50% HAMFI	1,760	700	3,010	
Household Income >50% to less-than or= 80% HAMFI	1,980	510	5,590	
Household Income >80% to less-than or= 100% HAMFI	855	150	4,145	
Household Income >100% HAMFI	1,235	85	21,800	
Total	7,365	2,675	36,350	

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.

Eligibility, Selection and Admissions Policies

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

Included on the following pages are proposed changes to the Public Housing Admissions and Occupancy Policy and the Section 8 Administrative Plan.

Public Housing Admission and Occupancy Policy

No changes are proposed to this policy other than the annual review of the HUD required flat rents. An analysis of flat rents for 2020 follows. Since HUD decreased the Fair Market Rents for 2020, no changes to the flat rents are required.

**Flat Rents - Area 1 Senior Communities
2020 Fair Market Rents**

1	2	3	4	5	6	7	8	9	10	11	12
<i>Bedrooms</i>	<i>Number Of Units</i>	Current Flat Rents	<i>Total Annual Income Current Flat Rents</i>	<i>Current Annual Cost By Bedroom</i>	<i>Current Annual Operating Cost By Br By Month</i>	<i>HUD 2020 FMR Changes</i>	<i>Most Recent HUD Published FMR</i>	New Flat Rent no less than 80% of FMR	<i>Flat Rent Increase in \$</i>	<i>Flat Rent Increase in %</i>	<i>Total Annual Income New Flat Rents</i>
WA 0 BR	26	\$558	\$174,096	\$214,001	\$482	-4.8800	\$663	\$558	\$0	0%	\$174,096
St Small 1 BR	40	\$562	\$269,760	\$329,233	\$482	-4.9900	\$667	\$562	\$0	0%	\$269,760
ST Stand 1 BR	20	\$562	\$134,880	\$164,617	\$482	-4.9900	\$667	\$562	\$0	0%	\$134,880
ST Large 1 BR	20	\$612	\$146,880	\$164,617	\$482	-4.9900	\$667	\$612	\$0	0%	\$146,880
WA 1 BR	27	\$562	\$182,088	\$222,232	\$482	-4.9900	\$667	\$562	\$0	0%	\$182,088
WA 2 BR	5	\$726	\$43,560	\$41,154	\$482	-4.8500	\$864	\$726	\$0	0%	\$43,560
TOTALS	138		\$951,264	\$1,135,854				Total Income New Flat Rents			\$951,264

13	14	15	16	17	18	19
<i>Total Annual Operating Budget Costs</i>	<i>Total 2019 PHA Wide Cap Fund</i>	<i>Cap Fund Per Unit</i>	<i>Cap Fund Allocated To AMP</i>	<i>Total Operating Cost</i>	<i>Total Oper Costs as a percentage of total income from New flat rents</i>	<i>Total oper & Cap Fund costs as % of total income from flat rents</i>
\$797,897	\$986,932	\$2,449	\$337,957	\$1,135,854	119%	84%

Flat rents shall be set at no less than 80% of current FMRs. Large one bedroom ST units set at 87% of FMR to reflect increased market value for larger apartment

Note: Any rent increase caused by a flat rent increase must be limited to 35%.

Important Note - FMR's decreased in 2020. However flat rents will remain unchanged

**Flat Rents - Area 2 North Side Family Units
2020 Fair Market Rents**

1	2	3	4	5	6	7	8	9	10	11	12
<i>Bedrooms</i>	<i>Number Of Units</i>	<i>Current Flat Rents</i>	<i>Total Annual Income Current Flat Rents</i>	<i>Current Annual Cost By Bedroom</i>	<i>Current Annual Operating Cost By unit By Month</i>	<i>HUD 2020 FMR Change</i>	<i>Most Recent HUD Published FMR</i>	<i>New Flat Rent - No Less than 80% of FMR</i>	<i>Flat Rent Increase in \$</i>	<i>Flat Rent Increase in %</i>	<i>Total Annual Income New Flat Rents</i>
0	0										
1	8	\$562	\$53,952	\$83,162	\$233	-4.990	\$667	\$562	\$0	0%	\$53,952
2	35	\$726	\$304,920	\$363,834	\$466	-4.850	\$864	\$726	\$0	0%	\$304,920
3	66	\$949	\$751,608	\$686,087	\$699	-5.990	\$1,115	\$949	\$0	0%	\$751,608
4	22	\$1,086	\$286,704	\$228,696	\$932	-8.840	\$1,237	\$1,086	\$0	0%	\$286,704
5	4	\$1,248	\$59,904	\$41,581	\$1,165	-8.870	\$1,423	\$1,248	\$0	0%	\$59,904
TOTALS	135		\$1,457,088	\$1,403,359				Total Income New Flat Rents			\$1,457,088

13	14	15	16	17	18	19
<i>Total Annual Operating Budget Costs</i>	<i>Total 2019 PHA Wide Cap Fund</i>	<i>Cap Fund Per Unit</i>	<i>Cap Fund Allocated To AMP</i>	<i>Total Operating Cost</i>	<i>Total Oper Costs as a percentage of total income from New flat rents</i>	<i>Total Oper & Cap Fund Costs as % of total income from flat rents</i>
\$1,072,749	\$986,932	\$2,449	\$330,610	\$1,403,359	136%	104%

Note: Any rent increase caused by a flat rent increase must be limited to 35%

Important Note - FMR's decreased in 2020. However flat rents will remain unchanged

**Flat Rents - Area 3 South Side Family Units
2020 Fair Market Rents**

1	2	3	4	5	6	7	8	9	10	11	12
<i>Bedrooms</i>	<i>Number Of Units</i>	<i>Current Flat Rents</i>	<i>Total Annual Income Current Flat Rents</i>	<i>Current Annual Cost By Bedroom</i>	<i>Current Annual Operating Cost By Unit By Month</i>	<i>HUD 2019 FMR Change</i>	<i>Most Recent HUD Published FRM</i>	<i>New Flat Rent - No Less than 80% of FMR</i>	<i>Flat Rent Increase in \$</i>	<i>Flat Rent Increase in %</i>	<i>Total Annual Income New Flat Rents</i>
0	0										
1	0										
2	65	\$726	\$566,280	\$653,127	\$486	-4.850	\$864	\$726	\$0	0%	\$566,280
3	51	\$949	\$580,788	\$512,453	\$729	-5.990	\$1,115	\$949	\$0	0%	\$580,788
4	14	\$1,086	\$182,448	\$140,673	\$969	-8.840	\$1,237	\$1,086	\$0	0%	\$182,448
5	0										
TOTALS	130		\$1,329,516	\$1,306,253				Total Income New Flat Rents			\$1,329,516

13	14	15	16	17	18	19
<i>Total Annual Operating Budget Costs</i>	<i>Total 2019 PHA Wide Cap Fund</i>	<i>Cap Fund Per Unit</i>	<i>Cap Fund Allocated To AMP</i>	<i>Total Operating Cost</i>	<i>Total Oper Costs as a percentage of total income from flat rents</i>	<i>Total Oper and Cap Fund costs as 5 of total income from flat rents</i>
\$987,888	\$986,932	\$2,449	\$318,365	\$1,306,253	135%	102%

Note: Any rent increase caused by a flat rent increase must be limited to 35%

Important Note - FMR's decreased in 2020. However flat rents will remain unchanged

**Lebanon County Housing
Section 8 Administrative Plan
Summary of Changes – 2020**

Table of Contents

Update the table of contents to reflect changes to Chapters 4, 11 and the addition of Chapter 22.

Chapter 4 – Establish Preferences and Maintaining the Waiting List

E. LOCAL PREFERENCES [24 CFR 5.410]

Add a new Adapted Dwelling Preference and modify the associated Table One to reflect a change in point values for the local preferences.

Chapter 11 – Payment Standards

D. PAYMENT STANDARDS FOR THE VOUCHER PROGRAM [24 CFR 982.503]

Remove the 2nd paragraph and insert the following text to clarify utilization of small market FMRs.

The PHA will establish a voucher payment standard amount for each FMR area in the PHA jurisdiction. The established payment standard for each FMR area may be based on either the most recently published HUD jurisdiction wide FMR or the most recently published HUD small market FMR applicable to the relevant FMR area. The decision to utilize the jurisdiction wide or small market area FMR shall be based on the PHA's determination as to which standard is most likely to maximize unit availability for voucher participants. Within each distinct FMR area, the PHA will establish payment standard amounts for each unit size. The PHA may have a higher payment standard within the PHA's jurisdiction if needed to expand housing opportunities outside areas of minority or poverty concentration, as long as the payment standard is within the 90-110% of FMR range. The PHA may approve a higher payment standard within the basic range, if required as a reasonable accommodation for a family that includes a person with disabilities.

Chapter 22 – Project Based Housing Vouchers

Add an entire new chapter describing project based voucher procedures.

**Lebanon County Housing Authority – 2020 Five Year Plan
Statement of Financial Resources**

Public Housing Operating Fund	\$ 778,196
Public Housing Dwelling Income	\$1,876,125
Public Housing Capital Fund	\$ 946,521
Section 8 HAP Account	\$2,980,000
Miscellaneous Income	\$ 43,000

Rent Determination Policies

Rent determination policies are explained in detail in the Authority's Public Housing Admissions and Occupancy Policy and the Authority's Section 8 Administrative Plan. Copies of both documents are available at the Authority's Administrative Offices and are also available from the Authority's website – Lebanoncountyhousing.com

Operation and Management

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

Grievance Procedures

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

Designated Housing

DESIGNATION OF
STEVENS TOWERS/WASHINGTON ARMS
AS
ELDERLY ONLY DEVELOPMENTS

Approved by HUD
November 9, 2005

I. PLAN CONTENT

The Housing Authority of the County of Lebanon (HACL) requests HUD's approval to designate its two high-rise buildings for individuals and households that are 50 years of age or older. The following is basic information on these two highrises:

- Stevens Towers (PA 52-1B) is a high rise constructed in 1970. It is currently undergoing a major renovation, which will take it from a total of 100 units down to 80. This will be achieved by combining 40 smaller units into 20 larger one bedroom apartments. Following its remodeling, Steven Towers will have 40 standard one bedroom apartments, 20 standard efficiency apartments, and 20 large one bedroom apartments. As a result of the remodeling, the number of accessible units will increase from two to seven. Stevens Towers is located near historic downtown Lebanon. It is located close to churches, the community library, farmer's market, banks, and the hospital.
- Washington Arms (PA-52-3) opened in 1976. It is a 60 unit, 4-story building that includes 5 two bedroom apartments (1 of which is handicap accessible), 25 one bedroom apartments (of which 2 are handicap accessible) and 30 efficiencies. It is located within one block of the county's only hospital and two blocks from a rehabilitation facility. It is near the central business area. The Authority's main offices are located in this building.

Both buildings have electronically controlled entrances to a single building. The entrances and the common areas are fully accessible. The common areas enable the residents to participate in group activities.

As discussed further in the following sections, the Authority proposes to expand the number of accessible apartments in another site and to open its Voucher waiting list to disabled persons. The Authority will also apply for additional Housing Choice Vouchers if such become available.

All residents of public housing and Voucher participants have access to the Authority's social services department. One case worker specializes in senior clients only, while another caseworker handles non-elderly tenants. For younger residents with disabilities, the social services provided generally involve the provision of information and referrals to appropriate community agencies. These services will be available to those who are not able to obtain apartments in the two high rises as the result of the designation of these buildings for those 50 years of age and over.

As demonstrated on the following chart, 63 of the residents of Stevens Towers are over 70 including 31 percent who are over 80. Sixty-four percent of the residents of

Washington Arms are over 70 including 36 percent over 80. Ninety-six (96) percent of the current occupants meet the proposed new preference for those 50 years or older. This predominance of elderly applicants and the current occupancy status makes these logical locations for an aging population. It also groups together an aging population for which the Authority will be seeking Assisted Living types of support.

CURRENT OCCUPANTS – APRIL 2005			
AGE	Stevens	Washington	Webster
80+	22	19	-
70-79	22	15	1
62-69	15	10	-
50-62	8	7	3
40-49	1	2	2
30-39	1	-	1
20-29	1	-	1
19	-	-	-

When HUD approves establishing a priority at Stevens Towers and Washington Arms for those 50 years of age or above, three occupants in Stevens Towers and 2 in Washington Arms will be under the newly designated preference age. Both of the occupants of Washington Arms are 49 years of age and will thus be 50 very shortly. The three below 50 households in Stevens will be relocated as part of the remodeling of that building. They will be offered a Housing Choice 8 Voucher and assistance in finding a suitable unit. In addition, they will be given top priority for the next available appropriate unit in Webster Manor. Any relocation costs will be paid for by the Authority. If they do not agree to move to other available resources, then they will be permitted to remain in Stevens Towers.

The City has approved the Agency Plan for Fiscal Year 2006 including the indication that the Authority is applying to HUD to designate Stevens Towers for those 50 years of age and above. A revised Agency Plan has been submitted to HUD that indicates the Authority's desire to also establish a priority for those 50 and above at Washington Arms. The City of Lebanon has also indicated its agreement that this is in accordance with its Comprehensive Housing Affordability Strategy (CHAS) and other Consolidated Plan priorities. There is a need for housing for both seniors and disabled persons within the community.

II. BALANCING THE NEEDS OF THE COMMUNITY

The needs of disabled households that are less than 50 years of age have been addressed by the following:

- Webster Manor is a low-rise family site that contains 9 one-bedroom apartments. These units will continue to be available to appropriately-sized households regardless of age. None of these units are currently accessible to persons confined to wheel chairs. As part of the plan to designate the high rises to those 50 and above, the Authority is committed to the conversion over the next five years of two of these one-bedroom units to meet the requirements of those needing accessible apartments. Other accessible apartments are currently available in two-bedroom apartments.
- The Housing Choice Voucher waiting list has been closed for over a year. With the implementation of the designation of the two high rises, the waiting list will be opened in two categories:
 - The top priority for admission goes to families which require adaptive or accessible housing due to a physical impairment. There are currently no applicants with this priority. Thus any new applicant meeting this criteria would immediately go to the top of the waiting list.
 - The second highest priority goes to families with disabilities who are receiving active case management services from the Lebanon County Mental Health/Mental Retardation, Veteran's Administration, or equivalent agency. This preference is limited to a maximum of 80 households. Currently 50 Voucher holders have obtained apartments under this priority. With the opening of the waiting list, the remaining 30 positions will become available.
- The Lebanon County Redevelopment Authority administers the Project Access program. Project Access utilizes funds from the affordable housing trust to make accessibility modifications to both owner and renter occupied structures. This program assists Voucher holders who require modifications to an apartment.
- The Authority will apply for additional Vouchers if funding is made available especially if funding is designated for "Rental Assistance for Persons with Disabilities, in Support of Designated Housing Allocation Plans."

III. FAIR HOUSING

PUBLIC HOUSING WAITING FOR ONE-BEDROOM UNITS BY DISABILITY, AGE, AND RACE/ETHNICITY				
	Disabled		Not Disabled	
	Number	Percent	Number	Percent
White	175	36%	314	64%
African American	20	32%	43	68%
Hispanic**	54	26%	154	74%
TOTAL	195	35%	357	65%
White 50+	86	49%	121	39%
African American 50+	9	45%	11	26%
Hispanic 50+	29	54%	52	34%
TOTAL 50+	95	49%	132	37%

*** Hispanics are also included in the two racial categories resulting in the numbers not adding up to the totals.*

Based on the above analysis of the public housing waiting list, the proposed change will not significantly affect the racial/ethnic composition of the Authority's public housing. Disabled African Americans and Hispanics are under represented when the priority is given to disabled applicants. When the waiting list is separated to only consider those above 50 years of age, Hispanics are more likely to obtain a unit in the two high rises than are African American and White applicants.

DISABLED POPULATION BY RACE AND ETHNICITY				
	2000 Census Data for County		2005 Waiting List Information	
Race	Number	Percent	Number	Percent
White	16,917	94%	175	90%

Black	178	1%	20	10%
Asian	179	1%	-	-
Other	676	4%	-	-
TOTAL	17,950	100%	195	100%
Hispanic	1,050	6%	54	28%
Non-Hispanic	16,900	94%	141	72%
TOTAL	17,950	100%	100%	100%

***Note that the racial data is not completely comparable as the waiting list data includes Hispanic persons within the racial categories whereas the Census data separates it out.*

This Table indicates that minorities with disabilities are more represented on the waiting list than they are in the general population.

IV. HOUSING NEEDS OF LOW-INCOME POPULATION OF LEBANON COUNTY

OCCUPANCY 2002-2004					
	Stevens		Washington		Webster
	Eff.	1 BR	Eff.	1 BR	1 BR
Vacant December 2004	13	10	2	2	1
Vacated 2004	12	8	3	3	1
Vacated 2003	6	6	3	3	1
Vacated 2002	11	10	4	2	1

Note that no units were occupied in Stevens Towers during 2004 in preparation for the major renovations that are planned. On average 18 units have been vacated each year in Stevens Towers and 6 in Washington Arms. Past experience indicates that 1 one-bedroom apartment becomes available each year in Webster Manor.

LEASING 2002-2004

	Stevens			Washington			Webster		
	Below 50	50-61	62+	Below 50	50-61	62+	Below 50	50-61	62+
2004	0	0	0	0	0	1	0	0	0
2003	3	4	7	1	1	3	0	0	0
2002	2	6	8	1	2	3	1	0	0

Current occupancy of those below 50 in Stevens Towers indicates that at least 40 percent of them did not find this to be a suitable long-term residence.

WAITING LISTS – APRIL 2005				
AGE	PUBLIC HOUSING		VOUCHERS	
	TOTAL	DISABLED	TOTAL	DISABLED
80+	17	2	33	-
70-79	21	-	26	-
62-69	39	14	28	12
50-61	147	79	59	37
40-49	115	50	40	23
30-39	73	32	33	18
20-29	116	13	47	14
19	6	-	-	-
50-54	68	38	29	19
55-61	79	41	30	18

2000 CENSUS INFORMATION CONCERNING ELDERLY 1 AND 2 PERSON HOUSEHOLDS RENTING IN LEBANON COUNTY			
Percent of Median Income	White Non-Hispanic	Black Non-Hispanic	Hispanic
Below 30%	875	4	50
30-50%	805	-	-
50-80%	645	-	14
Above 80%	515	-	4
All Renters	2,840	4	68

The number of applicants designated as disabled peaks between 50 and 61 years of age. The Authority's strategies for providing new opportunities to disabled households below 50 years of age will enable more applicants to obtain suitable housing than is true at present. The new opportunities are spelled out in Section II above.

2000 CENSUS DATA ON DISABLED POPULATION BY RACE AND ETHNICITY IN LEBANON COUNTY		
Race	Number	Percent
White	16,917	94%
Black	178	1%
Asian	179	1%
Other	676	4%
TOTAL	17,950	100%
Hispanic	1050	6%
Non-Hispanic	16,900	94%
TOTAL	17,950	100%

2000 LEBANON COUNTY DISABLED POPULATION BY AGE		
Ages	Number	Percent
16-20	724	
21-64	10,507	16%
65-74	2,863	29%
75+	3,856	40%
TOTAL	17,950	

The percent of the population that is disabled increases, as one would expect, as individuals age with 40 percent being above 75.

2000 LEBANON COUNTY TOTAL POPULATION BY AGE			
	1990	2000	Percent Change
1-14	23,018	23,617	3%
15-20	9,432	9,545	1%
21-64	64,164	67,464	5%
65-74	9,711	9,960	3%
75-84	5,620	7,044	25%
85+	1,739	2,692	55%
TOTAL	113,684	120,322	6%

The population of Lebanon County increased by six percent between 1990 and 2000. However, the increased population over 85 jumped by 55 percent. The major housing issue facing the County will be increasingly for those above 85 as they require increased levels of assistance.



U.S. Department of Housing and Urban Development

Philadelphia Office
The Wanamaker Building
100 Penn Square East
Philadelphia, Pennsylvania 19107-3380

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

SEP 30 2014

Dear Mr. Hoffman:

This is in response to the Authority's correspondence dated July 23, 2014 requesting renewal of the Authority's Designated Housing Plan that was initially approved on November 5, 2005.

We have reviewed the Authority's renewal request in accordance with Notice PIH-2005-2 (HA) and Notice PIH-2010-28 (HA). Since the Authority is not revising its initial Designated Housing Plan and HUD has no reason to challenge the Authority's request, the renewal is granted. Be advised that renewal of Designated Housing Plans beyond the initial five-year period is granted in two-year increments. Therefore, as a result of this renewal, the Authority's Designated Housing Plan will expire on November 5, 2016.

The original Plan designated units at the following development for elderly families as noted below:

Development Name	Development Number	Total Units Designated	Percentage of Units Designated	Total Current Population
Stevens Towers	PA-52-1B AMP PA052000001	80	100	80

If you have any questions, please contact Santo Duca, Public Housing Revitalization Specialist, at 215-861-7600 or via the Internet at Santo.Duca@hud.gov. Our text telephone for the hearing impaired is 215-656-3450.

Sincerely,

Monica A. Hawkins, MBA
Acting Director
Office of Public Housing



U.S. Department of Housing and Urban Development

Philadelphia Office
The Wanamaker Building
100 Penn Square East
Philadelphia, Pennsylvania 19107-3380

OCT 24 2018

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

Dear Mr. Hoffman:

This is in response to the Authority's correspondence dated August 2, 2018 requesting renewal of the Authority's Designated Housing Plan that was initially approved on November 5, 2005.

We have reviewed the Authority's renewal request in accordance with Notice PIH-2005-2 (HA) and Notice PIH-2010-28 (HA). Since the Authority is not revising its initial Designated Housing Plan and HUD has no reason to challenge the Authority's request, the renewal is granted. Be advised that renewal of Designated Housing Plans beyond the initial five-year period is granted in two-year increments. Therefore, as a result of this renewal, the Authority's Designated Housing Plan will expire on November 5, 2020.

The original Plan designated units at the following development for elderly families as noted below:

Development Name	Development Number	Total Units Designated	Percentage of Units Designated	Total Current Population
Stevens Towers	PA-52-1B AMP PA052000001	80	100	80

If you have any questions, please contact Santo Duca, Public Housing Revitalization Specialist, at 215-861-7600 or via the Internet at Santo.Duca@hud.gov. Our text telephone for the hearing impaired is 1-800-877-8339.

Sincerely,

Monica A. Hawkins, MBA
Director
Office of Public Housing

Community Service and Self Sufficiency

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

Safety and Crime Prevention

The Authority's Project Management staff members are responsible for safety and crime prevention activities in all Public Housing developments. Staff members work closely on an as needed basis with all local police agencies in monitoring criminal activity at Authority developments. The Authority vigorously enforces requirements in the dwelling lease as well as HUD's One Strike policy. Routine review of crime statistics have repeatedly shown that criminal activity in Authority developments is not greater than, and is some cases less than, criminal activity throughout Lebanon County.

Civil Rights Certification

The Authority makes every effort to ensure that all of its housing program are accessible to all members of our community. The only significant minority population in Lebanon County are those

of Hispanic heritage. According to the most recently available census data 48.3% of the low-income Hispanic population of Lebanon County reports needing affordable housing. A review of current Public Housing and Section 8 participants shows that 58% of Public Housing residents and 59% of Section 8 participants are Hispanic.

These statistics clearly show that the level of participation by Hispanics in our assisted housing programs exceeds the housing needs of Hispanic households identified in census data. We believe this data demonstrates our commitment to providing equal program access to all members of our community.

Fiscal Year Audit

The Authority's most recent fiscal year audit for the period ending June 30, 2019 listed no findings of any type. A copy of the audit is available at the Authority's Administrative Offices and on the Authority's website – lebanoncountyhousing.com.

Asset Management Strategy

LEBANON COUNTY HOUSING AUTHORITY
ASSET MANAGEMENT STRATEGY FOR EACH PROJECT

- **Lebanon Senior Communities:** LSC is comprised of LCHA's two-high-rises for elderly and disabled persons.

Due to a \$5.2 million renovation approximately 12 years ago, which reconfigured the Stevens Towers building from 100 apartments to 80 to make it more marketable, this property is in generally very good condition. With upgraded amenities like central air conditioning and its designation for elderly only occupancy, demand for these apartments is strong. We anticipate a relatively minor need for physical improvements during the next five years, which would amount to about \$5,000 per unit.

Long-Term Vision for Property: Hold and investigate a conversion to PBRA or PBV under the RAD program.

Strategies: Continue marketing this as Lebanon's premiere affordable housing for seniors with a convenient downtown location, security and attractive amenities. Seek ways to increase available resident parking on and near the site.

Washington Arms is now 35 years old, and although in generally good repair, the fact that 30 of its 60 units are efficiency apartments has greatly limited this property's desirability. Conversely, the 25 one-bedroom apartments are spacious and well laid-out, as are the 5 two-bedroom apartments. The small efficiencies are difficult to lease and generally attract only younger disabled persons, which has begun to change the building's population mix substantially; this is true even though LCHA has lowered the rental rate to 25% of income for the efficiencies in an attempt to make them more marketable. The prospects for this building are not favorable, absent a major upgrade of systems and amenities, as well as a reconfiguration of most or all of the efficiencies; this type of renovation is estimated to cost approximately \$52,000 per unit.

Long-Term Vision for Property: Hold at least temporarily and investigate viability of various funding options to allow the total renovation of this property. Investigate a conversion to PBRA or PBV under the RAD program.

Strategies: This building is in an excellent location and should remain viable if it can be rejuvenated with upgraded amenities, such as central air and new finishes, as well as more marketable apartment configurations. We have relocated LCHA's central office operations from Washington Arms and leased the office space to a social service provider, thus generating additional revenue.

- **Parkview Properties:** PVP consists of all 135 family units located in 4 locations on Lebanon City's northside. Bedroom sizes range from one through five, with the 66 three bedrooms by far being in the preponderance. Age of units ranges from 22 years to 37 years.

Webster Manor contains LCHA's oldest housing stock, but it is also among the best constructed and wears its years well. Its variety of unit sizes from one through five bedrooms makes it LCHA's development with the most housing options. It is also located in a neighborhood that has seen considerable development of private housing in recent years. Planned physical improvements through FFY 2024 include new heating systems and radon abatement at an estimated cost of approximately \$200,000.

Long-Term Vision for Property: Continue to repair and hold. investigate a possible conversion to PBRA or PBV under the RAD program.

Strategies: Units are in good physical condition and make an attractive appearance that continues to attract families. LCHA plans to make this property more cost effective by installing individual utility meters that will enable residents to be charged for any excess utility usage at this currently master-metered development.

Twenty units of LCHA's PA 52-2 Modulares are located immediately adjacent to Webster Manor and are part of PVP. The Modulares, which include only three and four bedroom units, were constructed in 1973. While these units are generally in good repair, they are among our most difficult to lease due to the relatively low demand for larger size units and the appearance created by their modular construction. Limited physical improvements of \$40,000 to address any radon issues are planned through 2024. In addition, the exterior siding on some of the dwellings has been replaced. Siding will be replaced on additional homes on an as needed basis as funding permits.

Long-Term Vision for Property: Continue to repair and hold. Investigate a possible conversion to PBRA or PBV under the RAD program.

Strategies: Although in satisfactory condition with viability anticipated through the upcoming five years, the Modulares are our least desirable units. If the units are to remain a part of HACL's inventory in the long term, significant investment in interior renovations will be required.

Fifteen units of LCHA's City Scattered Sites located on two northside sites are part of PVP. These two bedroom units built in 1985 are in excellent condition and demand for them remains good. They are especially popular because of the way they blend in with surrounding private housing. Through FFY 2024, we anticipate expenditures of approximately \$3,000 per unit to address any radon issues..

Long-Term Vision for Property: Hold and investigate a conversion to PBRA or PBV under the RAD program.

Strategies: Schedule and address current and projected physical needs. Continue efforts to retain the curb appeal of these attractive townhouses.

- **Southside Property Management:** SPM includes a total of 130 family townhouse units on five sites in three different municipalities; the common denominator is that all properties are located south of U.S. Route 422, which bisects the County of Lebanon. The oldest units were built in 1973; the newest opened in 1986. Unit sizes vary from two through four bedrooms, with the 64 two bedroom units comprising the bulk of the SPM housing stock and only 14 four bedroom units

Gloninger Meadows is a 25 unit cul-de-sac community that was LCHA's first public housing venture outside the City of Lebanon. It has become surrounded by newer townhouse sales housing and is in a desirable residential area. With its brick construction and updated facades, it fits into its neighborhood almost seamlessly. It is also in a popular suburban school district. Since this development is in such high demand the Authority has decided to completely renovate all of the dwellings over the next 5 years at an estimated cost of approximately \$30,000 per dwelling. Renovations will include new bathroom fixtures, new kitchen cabinets, new flooring, new heating and cooling systems.

Long-Term Vision for Property: Hold.

Strategies: Convert the development to PBRA or PBV under the RAD program once renovations are completed.

Cedar Court's 41 townhouse units are the newest in LCHA's housing stock at 20 years. It is located in a desirable and growing suburban residential area, within a well-regarded school district. Since this development is in such high demand the Authority has decided to completely renovate all of the dwellings over the next 5 years at an estimated cost of approximately \$30,000 per dwelling. Renovations will include new bathroom fixtures, new kitchen cabinets, new flooring, new heating and cooling systems

Long-Term Vision for Property: Hold

Strategies: Convert the development to PBRA or PBV under the RAD program once renovations are completed.

CAPITAL FUND 2018
ANNUAL STATEMENT

Part I: Summary		
PHA Name: Housing Authority of the County of Lebanon	Grant Type and Number Capital Fund Program Grant No: PA26P05250118 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2018 FFY of Grant Approval: 2018

Type of Grant
 Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no: 1)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost*	
		Original	Revised**	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21)***	\$ -	\$ -		\$ -
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	\$ 93,918.60	\$ 93,918.60	\$ 93,918.60	
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvements	\$ 35,601.00	\$ 99,500.00	\$ 99,500.00	\$ 99,500.00
10	1460 Dwelling Structures	\$ 441,941.00	\$ 551,160.00	\$ 142,000.00	\$ 142,000.00
11	1465.1 Dwelling Equipment - Nonexpendable	\$ -			
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	\$ 173,118.00			
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities****				

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

Part II: Supporting Pages								
PHA Name: Housing Authority of the County of Lebanon			Grant Type and Number Capital Fund Program Grant No: PA26P05250118 CFFP (Yes/No): No Replacement Housing Factor Grant No:			Federal FFY of Grant: 2018		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	*Revised	Funds Obligated	**Funds Expended	
PHA Wide	Debt Service Bond Payment	9901		201,942.40	201,942.40	201,942.40	28,011.50	
PHA Wide	Administration	1410		93,918.60	93,918.60	93,918.60	-	
					-		-	
				-				
	Total Agency Wide			295,861.00	295,861.00	295,861.00	28,011.50	
PA052P0001	Replace Emergency Generator	1475	1	173,118.00	-			To 2019
PA052P0001	Repair curbs and sidewalks and curbcuts	1450	1000 SF	35,601.00	99,500.00	99,500.00	99,500.00	Completed
PA052P001	Install Sprinkler System	1460	1	321,941.00	122,000.00			Out for Bid
	Total PA052P0001			530,660.00	221,500.00	99,500.00		
						-	-	
PA052P002	Accessibility Improvements Webster	1460	2	-	142,000.00	142,000.00	142,000.00	Completed
	Replace Modular Sheds	1460	20	40,000.00	-			To Operating
	Total PA052P0002			40,000.00	142,000.00	142,000.00	142,000.00	
PA052P003	Roof Replacements Gloninger/Cedar	1460	66	-	287,160.00			In design
	Replace Modular Sheds	1460	40	80,000.00				To Operating
	Total PA052P003			-	287,160.00	-	-	
						-	-	
				-		-	-	
	TOTAL FY 2018			946,521.00	946,521.00	537,361.00	170,011.50	
						-	-	

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

CAPITAL FUND 2019
ANNUAL STATEMENT

Part I: Summary		
PHA Name: Housing Authority of the County of Lebanon	Grant Type and Number Capital Fund Program Grant No: PA26P05250119 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2019 FFY of Grant Approval: 2019

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

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost*	
		Original	Revised**	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21)***	\$ -	\$ -		\$ -
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	\$ 93,500.00	\$ 93,500.00		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvements				
10	1460 Dwelling Structures	\$ 691,490.00	\$ 611,080.00		
11	1465.1 Dwelling Equipment - Nonexpendable	\$ -			
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment		\$ 80,410.00		
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities****				

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

Part II: Supporting Pages								
PHA Name: Housing Authority of the County of Lebanon			Grant Type and Number Capital Fund Program Grant No: PA26P05250119 CFFP (Yes/No): No Replacement Housing Factor Grant No:			Federal FFY of Grant: 2019		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	*Revised	Funds Obligated	**Funds Expended	
PHA Wide	Debt Service Bond Payment	9901		201,942.00	201,942.00		-	
PHA Wide	Administration	1410		93,500.00	93,500.00		-	
					-		-	
				-				
	Total Agency Wide			295,442.00	295,442.00			
PA052P0001	Replace Emergency Generator Washington Arms	1475		-	80,410.00			
					-			
	Total PA052P0001			-	80,410.00			
						-	-	
PA052P0002	Replace Boilers Webster	1460	49	-	122,500.00			
PA052P0002	Underslab Venting Webster	1460	49		49,500.00			
PA052P0002	Underslab Venting Modular Units	1460	16	-	40,000.00			
	Total PA052P0002			-	212,000.00			
						-	-	
PA052P0003	Renovate dwelling bathroom, kitchens and install new flooring Gloninger Meadows	1460	15	691,490.00	399,080.00			
						-	-	
	Total PA052P0003			691,490.00	399,080.00			
						-	-	
	TOTAL FY 2019			986,932.00	986,932.00			
						-	-	

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

** To be completed for the Performance and Evaluation Report

CAPITAL FUND 2020
ANNUAL STATEMENT

Part I: Summary		
PHA Name: Housing Authority of the County of Lebanon	Grant Type and Number Capital Fund Program Grant No: PA26P05250120 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2020 FFY of Grant Approval:

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

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost*	
		Original	Revised**	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21)***	\$ -			
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	\$ 93,000.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvements				
10	1460 Dwelling Structures	\$ 651,326.00			
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities****				

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

Part II: Supporting Pages								
PHA Name: Housing Authority of the County of Lebanon			Grant Type and Number Capital Fund Program Grant No: PA26P05250120 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	Funds Obligated	**Funds Expended	
PHA Wide	Debt Service Bond Payment	9901		202,195.00				
PHA Wide	Administration	1410		93,000.00				
	Total Agency Wide			295,195.00				
PA052P0003	Underslab venting City Units	1460	39	117,000.00				
PA052P0003	Renovate dwelling bathroom, kitchens and install new flooring Gloninger Meadows/Cedar Court	1460	20	534,326.00				
	Total PA052P0003			651,326.00				
	TOTAL FY 2020			946,521.00				

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

** To be completed for the Performance and Evaluation Report

2021-2024
FIVE YEAR CAPITAL PLAN

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 8/31/2011

Part I: Summary						
PHA Name/Number Lebanon County Housing PA052		Locality (City/County & State) Lebanon, PA Lebanon County			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name	Work Statement for Year 1 FFY 2020	Work Statement for Year 2 FFY 2021	Work Statement for Year 3 FFY 2022	Work Statement for Year 4 FFY 2023	Work Statement for Year 5 FFY 2024
B.	Physical Improvements Subtotal	Annual Statement	\$681,729	\$681,327	\$631,729	\$681,327
C.	Management Improvements		0	0	0	0
D.	PHA-Wide Non-dwelling Structures and Equipment		0			0
E.	Administration		\$98,000	\$98,000	\$98,000	\$98,000
F.	Other		0	0	\$50,000	0
G.	Operations		0	0	0	0
H.	Demolition		0	0	0	
I.	Development		0	0	0	
J.	Capital Fund Financing – Debt Service		\$201,793	\$202,195	\$201,793	\$202,195
K.	Total CFP Funds		0	0	0	0
L.	Total Non-CFP Funds		0	0	0	0
M.	Grand Total		\$981,522	\$981,522	\$981,522	\$981,522

Part III: Supporting Pages – Management Needs Work Statement(s)				
Work Statement for Year 1 FFY <u>2020</u>	Work Statement for Year <u>2021</u> FFY <u>2021</u>		Work Statement for Year: <u>2022</u> FFY <u>2022</u>	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See Annual Statement	NONE		NONE	
	Subtotal of Estimated Cost	\$0	Subtotal of Estimated Cost	\$0

Part III: Supporting Pages – Management Needs Work Statement(s)				
Work Statement for Year 1 FFY 2020	Work Statement for Year <u>2023</u> FFY <u>2023</u>		Work Statement for Year: <u>2024</u> FFY <u>2024</u>	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See	NONE		NONE	
Annual Statement				
	Subtotal of Estimated Cost	\$0	Subtotal of Estimated Cost	\$0

COMMENTS

RESIDENT ADVISORY BOARD (RAB)

February 27, 2020
10:00 A.M.

Stevens Towers Community Room

During a regular meeting of the Lebanon County Housing Authority's Resident Advisory Board held on February 27, 2020 at 10:00 a.m. at Stevens Towers, the proposed Five Year Agency Plan for Fiscal Year 2020 was reviewed with those in attendance, as follows:

RAB Members: Gary Lowe, Henrietta Treadwell, Nancy Clay & Randall Poole

Housing Authority Staff: Bryan Hoffman, Karen Raugh, Dave Fitzkee & Kensey Principe

Absent: James Williams & Pablo Hernandez

1. Mr. Hoffman reviewed the issue of RAD conversion with the Board. This major change facing the Authority in the next few years was discussed in detail. Mr. Hoffman stated the authority's intent to wait to implement any type of RAD conversion until after the presidential election.
2. Mr. Hoffman reviewed the Authority's plan to eradicate radon from all projects under the authority's control. He stated that the plan is work on Webster Manor and the townhouse units first.
3. Mr. Poole asked for the results of the REAC score received for AMP 3. Mr. Hoffman informed him that the score was a 72. He explained that a technicality in the rubber stoppers on site lowered the score beneath its legitimate safety level.
4. Mr. Hoffman reviewed the current budget and shared that the 2020 projection will fall consistent with 2019. Mr. Hoffman expressed that challenges will arise due to inflation and the results of the upcoming presidential election.
5. Mr. Hoffman discussed The Capital Fund Program. Mr. Hoffman reviewed work that was completed in 2017, 2018, and what is projected to be done with the funds for 2019.
6. Mr. Hoffman discussed future renovations within Authority properties such as more available fully accessible units, window replacements, kitchen and flooring replacements, replacement of electrical units (generators), and new roofing.
7. Mr. Hoffman reviewed new hires and employees who have left employment of the Authority.
8. Mr. Poole asked questions with regards to any potential changes in the leases under the, would be new RAD system. Mr. Hoffman explained that nothing major changes to the lease. The only differences are intermediary protections of the tenants from landlords and the pet policy.
9. It was the consensus of the RAB membership that, given the current budgetary restrictions, the 2020 Five Year Agency Plan meets with their approval. The meeting ended at 11:18 A.M.

**Lebanon County Housing Authority
2020 -2024 Five Year Plan
Public Hearing Summary – April 8, 2020**

On April 8th 2020 a public hearing was held to review the Authority's 2020-2024 Annual Plan. The meeting was held via electronic conference call because of the Covid-19 virus outbreak and the prohibition on in person gatherings by the Commonwealth of Pennsylvania. Authority residents, participants and members of the public were notified of the meeting date and time and of their ability to participate via conference call.

The meeting was called to order at 4:00 PM by Authority board chair Joseph Connor. Those in attendance in addition to Mr. Connor were: board members Amy Leonard, Richard Randall and Shila Ulrich. In addition, Authority staff members Bryan Hoffman, Karen Raugh, David Fitzkee, and Kensey Principe participated as did the Authority's solicitor Donna Brightbill. No members of the public participated in the teleconference. NOTE – lack of participation by residents, participants and members of the public is not at all out of the ordinary and is not likely due to either the COVID-19 outbreak or the fact that the meeting was held electronically. This commentator has attended every Annual Plan public hearing at the Authority for the past 19 years and no resident, participant or member of the public has ever attended any hearing.

In light of the fact that no members of the public participated in the hearing, Authority Executive Director Bryan Hoffman present a very brief overview of the plan contents to the Authority Board Members. On February 14, 2020 a draft of the plan was distributed to the Board, posted on the Authority's website and copies were available at each Authority office. All residents and participants were notified of the availability of the draft plan on February 14th and invited to submit comments. In addition, the draft plan was extensively discussed at the Authority's public board meeting held on March 11th. Finally, the draft plan was extensively discussed with members of the Authority's resident advisory board at their meeting on February 27, 2020. Because there had been no substantial changes since the draft plan was published and since no public comments of any sort had been received to date, further detailed discussion of the plan was deemed unnecessary. The meeting was adjourned at 4:05 PM.

Bryan D. Hoffman

Executive Director/Secretary

CERTIFICATIONS

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan or
State Consolidated Plan
(All PHAs)**

U. S Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 2/29/2016

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

I, Kathy Possinger, the Director
Official's Name *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the

Lebanon County Housing Authority
PHA Name

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of
Impediments (AI) to Fair Housing Choice of the


Commonwealth of Pennsylvania
Local Jurisdiction Name

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State
Consolidated Plan and the AI.

Rehabilitation of the existing public housing stock in a manner that is sensitive to the need for accessibility to and
visitability by persons with disabilities.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Kathy Possinger	Director, DCED's Center for Community and Housing Development
Signature	Date
	02/28/2020

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan or
State Consolidated Plan
(All PHAs)**

U. S Department of Housing and Urban Development

Office of Public and Indian Housing

OMB No. 2577-0226

Expires 2/29/2016

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

I, Robert Phillips, the Chairman
Official's Name *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the

Lebanon County Housing Authority
PHA Name

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of

Impediments (AI) to Fair Housing Choice of the


County of Lebanon, PA
Local Jurisdiction Name

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State Consolidated Plan and the AI.

The Housing Authority looks for opportunities to expand the supply of affordable housing in Lebanon County and Lebanon City. The Authority participates in the Lebanon County Coalition to end Homelessness, the COCC, provides housing for the homeless and supports resident self-sufficiency activities.

hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Robert Phillips	Chairman
Signature 	Date
	2/24/2020

**Certification by State or Local
 Official of PHA Plans Consistency
 with the Consolidated Plan or
 State Consolidated Plan
 (All PHAs)**

U. S Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 2/29/2016

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

I, Sherry Capello, the Mayor
Official's Name *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the

Lebanon County Housing Authority
PHA Name

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of
 Impediments (AI) to Fair Housing Choice of the


City of Lebanon, PA
Local Jurisdiction Name

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State
 Consolidated Plan and the AI.

The Housing Authority looks for opportunities to expand the supply of affordable housing in
 Lebanon County and Lebanon City. The Authority participates in the COCC, provides housing for
 the homeless and supports resident self-sufficiency activities.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will
 prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Sherry Capello	Mayor
Signature	Date
	2/13/19

**Certifications of Compliance with
PHA Plans and Related Regulations
(Standard, Troubled, HCV-Only, and
High Performer PHAs)**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 02/29/2016

**PHA Certifications of Compliance with the PHA Plan and Related Regulations including
Required Civil Rights Certifications**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the X 5-Year and/or Annual PHA Plan for the PHA fiscal year beginning July 2020, hereinafter referred to as " the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
7. For PHA Plans that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

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


Housing Authority of the County of Lebanon
PHA Name

PA052
PHA Number/HA Code

Annual PHA Plan for Fiscal Year

5-Year PHA Plan for Fiscal Years 2020 - 2024

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Name of Authorized Official	Title
Joseph Connor	Chair
Signature 	Date 04/08/2020

ATTACHMENTS

PUBLIC NOTICE

The Agency's Five Year Plan for fiscal years 2020-2024 has been prepared by the Lebanon County Housing Authority. The plan is available for inspection Monday – Friday 8:30 – 4:30 at the Authority's offices in Lebanon located at Stevens Towers, 930 Willow Street, 1012 Brock Drive or 1220 Mifflin Street or on the Authority's website – www.lebanoncountyhousing.com. The Agency Plan includes the 2020 proposed annual and five year projected Capital Fund Program (CFP) budgets, as well as Annual Performance and Evaluation Reports for all open CFP funding years. Also included are the proposed flat rent amounts for the Public Housing Program and various regulatory changes to the Public Housing Admissions and Occupancy Policy and Section 8 Administrative Plan.

A public hearing on the Plan will be held at the Authority's administrative office located at 1220 Mifflin Street, Lebanon, PA on April, 8, 2020 at 4:00 P.M. This is an accessible location. Written comments will be accepted until the date of the public hearing and may be sent to the attention of Bryan Hoffman, Executive Director, Lebanon County Housing Authority, P.O. Box 420, Lebanon, PA 17042.

Bryan Hoffman
Executive Director

PUBLIC NOTICE ADDENDUM March 25, 2020

Due to the COVID-19 outbreak and the Commonwealth of Pennsylvania's restrictions on public meetings, the April 8th, 2020 Annual Plan public hearing scheduled for 4:00 PM will be conducted by teleconference on that same date and time. Any resident, participant or member of the public may participate in the public hearing by calling 605-313-5891 and entering access code 673878. Hearing impaired individuals may participate in the hearing by calling the TDD operator at 800-545-1833 extension 826 and providing the relay operator the above call in number and access code.