

<b>1.0</b>	<b>PHA Information</b> PHA Name: <u>Grundy County Housing Authority</u> PHA Code: <u>IL027</u> PHA Type: <input checked="" type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>10/2015</u>				
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>95</u> Number of HCV units: _____				
<b>3.0</b>	<b>Submission Type</b> <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
<b>4.0</b>	<b>PHA Consortia</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
					PH      HCV
	PHA 1:				
	PHA 2:				
	PHA 3:				
<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.				
<b>5.1</b>	<b>Mission.</b> 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:  <b>To provide quality, affordable living opportunities for program-qualified residents of Grundy County.</b>				
<b>5.2</b>	<b>Goals and Objectives.</b> Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.  <ol style="list-style-type: none"> <li><b>1. Obtain and retain high performer status from HUD by September 30, 2017.</b></li> <li><b>2. Build additional senior housing in Grundy County by September 30, 2020.</b></li> <li><b>3. Develop a strategy to survive a post-public housing environment and commence implementation by September 30, 2016.</b></li> <li><b>4. Increase public awareness of the work of the Grundy County Housing Authority.</b></li> </ol> <p style="margin-left: 40px;">Maintain partnerships to better serve Southern Grundy County residents, particularly for transportation needs.</p> <p style="margin-left: 40px;">Develop and maintain partnerships to enhance the quality of life for Saratoga Tower residents.</p> <p style="margin-left: 40px;">Speak to at least six organizations about GCHA a year.</p> <p style="margin-left: 40px;">C.E.O., on average, meet with at least one key opinion leader in the community per month.</p> <p style="margin-left: 40px;">Increase monthly programming at the Pfeifer Community Center in Mazon.</p> <p style="margin-left: 40px;">Distribute annual reports to key opinion leaders in Grundy County each year.</p> <p><b>A goal of the Grundy County Housing Authority is to fully comply with the Violence Against Women Act (VAWA). It is our objective to work with others to prevent offenses covered by VAWA to the degree we can.</b></p> <p><b>The Grundy County Housing Authority provides or offers the following activities, services, or programs, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking.</b></p> <p>As a Housing Authority with no general occupancy units, the problem is not as acute here as it may be elsewhere. However, if such a problem occurs, we have excellent working relationship with the Grundy County Health Department and the Grundy County State's Attorney Office.</p> <p><b>The Grundy County Housing Authority provides or offers the following activities, services, or programs that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing.</b></p> <p>As a Housing Authority with no general occupancy units, the problem is not as acute here as it may be elsewhere. We do not have a preference for victims of domestic violence.</p>				

	<p><b>The Grundy County Housing Authority provides or offers the following activities, services, or programs to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.</b></p> <p>As a Housing Authority with no general occupancy units, the problem is not as acute here as it may be elsewhere. However, if such a problem occurs, we have excellent working relationship with the Grundy County Health Department and the Grundy County State’s Attorney Office.</p> <p><b>The Grundy County Housing Authority has the following procedures in place to assure applicants and residents are aware of their rights under the Violence Against Women Act.</b></p> <p>We brief all new participants of their rights prior to entering the program and are always available for private consultations on their rights and responsibilities under VAWA.</p>
6.0	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p><b>Our ACOP has been amended to comply with HUD required changes. In addition:</b></p> <ol style="list-style-type: none"> <li>1. <b>Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures:</b> No Changes</li> <li>2. <b>Financial Resources:</b> Changes are reflected in our Supporting Documentation</li> <li>3. <b>Rent Determination:</b> No Changes</li> <li>4. <b>Operation and Management:</b> No Changes</li> <li>5. <b>Grievance Procedures:</b> No Changes</li> <li>6. <b>Designated Housing for Elderly and Disabled Families:</b> No Changes.</li> <li>7. <b>Community Service:</b> No Changes</li> <li>8. <b>Safety and Crime Prevention:</b> No Changes</li> <li>9. <b>Pets:</b> No Changes</li> <li>10. <b>Civil Rights Certification:</b> No Changes</li> <li>11. <b>Fiscal Year Audit:</b> The latest audits are available for review</li> <li>12. <b>Asset Management:</b> No Changes</li> <li>13. <b>Violence Against Women Act:</b> No Changes</li> </ol> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.</p> <p>Main Office – 1802 North Division Street, Suite 507, Morris, IL 60450</p>
7.0	<p><b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> <i>Include statements related to these programs as applicable.</i></p> <p>Not Applicable</p>
8.0	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.</p> <p><b>See HUD Form 50075.2 approved by HUD on May 20, 2015.</b></p>
8.1	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p><b>Not Required</b></p>
8.2	<p><b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p><b>Not Required</b></p>
8.3	<p><b>Capital Fund Financing Program (CFFP).</b></p> <p><input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p> <p><b>Not Applicable</b></p>
9.0	<p><b>Housing Needs.</b> Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p>

**Housing Needs of Families on the PHA's Waiting Lists**

- Waiting list type: (select one)
- Section 8 tenant-based assistance
  - Public Housing
  - Combined Section 8 and Public Housing
  - Public Housing Site-Based or sub-jurisdictional waiting list (optional)
- If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	58		9
Extremely low income <=30% AMI	46	79%	
Very low income (>30% but <=50% AMI)	5	9%	
Low income (>50% but <80% AMI)	7	12%	
Families with children	0	0%	
Elderly families	14	24%	
Families with Disabilities	21	36%	
Black	15	26%	
Hispanic	2	3%	
American Indian	0	0%	
Other	1	2%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	58	100%	9
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

- Is the waiting list closed (select one)?  No  Yes
- If yes:
- HOW LONG HAS IT BEEN CLOSED (# OF MONTHS)?**
- Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes
- Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes

As of May 25, 2015

**Strategy for Addressing Housing Needs.** Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.**

**(1) Strategies**

**Need: Shortage of affordable housing for all eligible populations**

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

9.1

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 5041 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

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

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

Select if applicable

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

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

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

**(2) Reasons for Selecting Strategies**

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

**Additional Information.** Describe the following, as well as any additional information HUD has requested.

- (a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.

**The following table reflects the progress we have made in achieving our goals and objectives:**

<b>Goal One: Diversify the financial and programming base of the Grundy County Housing Authority.</b>	
<b>Objective</b>	<b>Progress</b>
Fund a Development/Fundraising Officer for GCHA.	Accomplished, but currently vacant.
Implement enhanced partnerships with local banks to create a win-win situation between GCHA needs and bank CRA requirements.	Accomplished.
Create and privately fund a housing endowment fund (or donor advised fund at the Community Foundation of Grundy County) for GCHA.	Statutorily prohibited.
Continue to work with the Grundy Development Corporation for a fee.	Accomplished.
Continue to work with other entities in Grundy County to provide quality of life and other opportunities for the residents of GCHA.	Accomplished.

<b>Goal Two: Increase public awareness of the work of the Grundy County Housing Authority.</b>	
<b>Objective</b>	<b>Progress</b>
Create new partnerships to better serve Southern Grundy County residents, particularly for transportation needs.	Accomplished.
Activate the GCHA Advisory Committee and hold quarterly meetings beginning no later than January 1, 2011.	Activated but ended due to lack of participation.
Speak to at least six organizations about GCHA a year.	Accomplished.
C.E.O., on average, meet with at least one key opinion leader in the community per month, and provide a tour of GCHA developments.	Meeting Accomplished but not all taken on tours.
Increase monthly programming at the Pfeifer Community Center in Mazon.	Accomplished.
Distribute annual reports to key opinion leaders in Grundy County each year.	Accomplished.

<b>Goal Three: Obtain and then retain HUD High Performer status each year.</b>	
<b>Objective</b>	<b>Progress</b>
Select and implement integrated property management software package, with training, by April 1, 2012.	Not Accomplished due to funding constraints.
Maintain an average completion time of 12 hours for emergency work orders.	Accomplished.
Maintain an average completion time of 48 hours for non-emergency work orders.	Accomplished.
Maintain apartment turnover time at what is required to be a HUD High Performer.	Accomplished.

- (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"

**Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners. Proposed demolition, disposition, homeownership, Capital Fund Financing, development, or mixed finance proposals are considered by HUD to be significant amendments to the CFP 5 Year Action Plan.**

**11.0 Required Submission for HUD Field Office Review.** In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Faxed copies of these documents will not be accepted by the Field Office.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights)
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only)
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only)
- (d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only)
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only)
- (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.
- (g) Challenged Elements
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only)
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only)

**Attachment A**

**Grundy County Housing Authority**

**Comments of the Resident Advisory Board**

The Grundy County Housing Authority conducted a meeting with its Resident Advisory Board (RAB) on July 9, 2015.

Elements of the PHA Annual Plan Template and the Capital Fund Program grants were discussed. The RAB members suggested the plan include additional senior housing Morris, Illinois. There were no other suggestion.



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**T. Brent Newman, C.E.O.**  
**Grundy County Housing Authority**

**July 14, 2015**

**Attachment B**  
**Grundy County Housing Authority**  
**Challenged Elements**

There were no challenged elements to the Housing Authority's Annual Agency Plan

A handwritten signature in blue ink that reads "T. Brent Newman". The signature is written in a cursive style with a horizontal line underneath it.

**T. Brent Newman, C.E.O.**  
**Grundy County Housing Authority**

**July 14, 2015**

## Grundy County Housing Authority Carbon Monoxide Detector Policy

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Every dwelling unit shall be equipped with at least one approved carbon monoxide alarm in an operating condition within 15 feet of every room used for sleeping purposes. The carbon monoxide alarm may be combined with smoke detecting devices provided that the combined unit complies with the respective provisions of the administrative code, reference standards, and departmental rules relating to both smoke detecting devices and carbon monoxide alarms and provided that the combined unit emits an alarm in a manner that clearly differentiates the hazard.

Every structure that contains more than one dwelling unit shall contain at least one approved carbon monoxide alarm in operating condition within 15 feet of every room used for sleeping purposes.

It is the responsibility of the owner of a structure to supply and install all required alarms. It is the responsibility of a tenant to test and to provide general maintenance for the alarms within the tenant's dwelling unit or rooming unit, and to notify the owner or the authorized agent of the owner in writing of any deficiencies that the tenant cannot correct. The owner is responsible for providing one tenant per dwelling unit with written information regarding alarm testing and maintenance.

The tenant is responsible for replacement of any required batteries in the carbon monoxide alarms in the tenant's dwelling unit, except that the owner shall ensure that the batteries are in operating condition at the time the tenant takes possession of the dwelling unit. The tenant shall provide the owner or the authorized agent of the owner with access to the dwelling unit to correct any deficiencies in the carbon monoxide alarm that have been reported in writing to the owner or the authorized agent of the owner.

The carbon monoxide alarms may be either battery powered, plug-in with battery back-up, or wired into the structure's AC power line with secondary battery back-up.

Adopted July 9, 2007