

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

PHA Plans

5-Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2000

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH
INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

**PHA Plan
Agency Identification**

PHA Name: Dakota County Community Development Agency

PHA Number: MN46P147

PHA Fiscal Year Beginning: 07/01/00

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004

[24 CFR Part 903.5]

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- X The PHA's mission is: (state mission here)

The Dakota County Community Development Agency (f.k.a. Dakota County Housing and Redevelopment Authority) utilizes available federal, state and local resources to serve the residents of Dakota County by working to upgrade and maintain the existing housing stock, encourage the construction of new affordable housing to low and moderate income households, promote economic development efforts and provide assistance to Dakota County communities through community development programs, and to provide low and moderate income family and senior households with decent, safe, and affordable rental housing opportunities.

B. Goals

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

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

- X PHA Goal: Expand the supply of assisted housing
Objectives:
- X Apply for additional rental vouchers:
Dakota County CDA will apply for additional rental vouchers if it is determined that the local rental market can absorb additional vouchers.
 - X Reduce public housing vacancies:
*Dakota County CDA will maintain long-term vacancy rates of less than 5%.
Current public housing vacancy rates are less than 3%.*
 - X Leverage private or other public funds to create additional housing opportunities:

Dakota County CDA continually searches and applies for additional funds available for housing. While it is difficult to estimate how much, let alone what sources will be available in 5 years, it can be estimated that the CDA receives approximately \$29 million annually, or a total of over \$145 million over a 5-year timeframe. The CDA continually searches funding for additional housing opportunities.

- X Acquire or build units or developments:
Utilizing the wide variety of funding sources it receives, the CDA anticipates constructing approximately 300 units of senior housing over the next 5 years. The CDA also anticipates constructing approximately 150 units of new affordable rental housing for low to moderate income working families throughout Dakota County.

Other (list below)

- X PHA Goal: Improve the quality of assisted housing

Objectives:

- X Improve public housing management: (PHAS score)
Dakota County CDA has not received a PHAS score. Under PHMAP, the CDA has earned 100% for the last 3 years. The CDA will sustain “High Performer” designation (a score of at least 90%) under the new PHAS.
- X Improve voucher management: (SEMAP score)
Dakota County CDA has not received a SEMAP score. The CDA will strive for “High Performer” designation under SEMAP (at least 90%).
- X Increase customer satisfaction:
Dakota County CDA has a number of strategies to increase customer satisfaction (customers being defined as landlords, public housing residents, and Section 8 participants). Each year the CDA holds a landlord conference at which the Section 8 staff explains the Section 8 program and addresses landlord concerns. Section 8 staff is also available for on-site training for landlords and property managers. For public housing and Section 8 participants that are home bound, or cannot make it to the CDA office for re-exams, home visits are arranged. The CDA also offers extended hours one night each month for those families who are not available during typical working hours. For participants new to Dakota County’s program, a video presentation explains the program’s rules and regulations.
- X Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
Dakota County CDA is continually evaluating current policies and procedures to ensure that the agency is operating at its optimal level. If an area is identified as needing improvement, the CDA will research the best way to improve performance.

X Renovate or modernize public housing units:
*Will utilize over \$800,000 for public housing property improvements this year.
See section on Capital Fund Program.*

Demolish or dispose of obsolete public housing:

Provide replacement public housing:

Provide replacement vouchers:

Other: (list below)

X PHA Goal: Increase assisted housing choices

Objectives:

X Provide voucher mobility counseling:

Dakota County CDA Section 8 staff provides information about Housing Choice Voucher (HCV) mobility to all Section 8 participants.

X Conduct outreach efforts to potential voucher landlords

Dakota County CDA has undertaken an aggressive marketing program for its Section 8 Program in order to increase landlord involvement. The CDA considers this a success since the Section 8 participation rate is high compared to the rest of the Twin Cities metro area.

X Increase voucher payment standards

Each year the Dakota County CDA surveys the area rental market. From this, payment standards are determined and HUD's approval is requested. The CDA has some of the most aggressive payment standards throughout the Twin Cities metro area.

Implement voucher homeownership program:

Implement public housing or other homeownership programs:

Implement public housing site-based waiting lists:

Convert public housing to vouchers:

Other: (list below)

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

X PHA Goal: Provide an improved living environment

Objectives:

Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:

The scattered site public housing program operated by Dakota County CDA, by design, integrates lower-income households into higher income neighborhoods.

X Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:

Dakota County CDA will continue to promote income mixing by giving preference to public housing applicants whose income exceeds 30% of MFI, while

at the same time meet requirements that at least 40% of the units be rented to households at or below 30% MFI.

- Implement public housing security improvements:
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

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

- X PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - X Increase the number and percentage of employed persons in assisted families:
Dakota County CDA is a member of the Dakota County Workforce Council. The CDA also operates the Family Self Sufficiency program.
 - X Provide or attract supportive services to improve assistance recipients' employability:
Dakota County CDA works in conjunction with Dakota County to provide supportive services to assisted families.
 - X Provide or attract supportive services to increase independence for the elderly or families with disabilities.
Dakota County CDA's one public housing senior building, Colleen Loney Manor, has a Service Coordinator that arranges for supportive services to residents of CLM.
 - Other: (list below)

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

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

Other PHA Goals and Objectives: (list below)

Annual PHA Plan PHA Fiscal Year 2000

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Dakota County Community Development Agency (CDA) has prepared a Comprehensive Housing Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements. This document is intended to address the needs related primarily to public housing and Section 8 over the next five years.

The following mission statement has been adopted to guide the activities of the Dakota County CDA:

The Dakota County Community Development Agency (CDA) utilizes available federal, state and local resources to serve the residents of Dakota County by working to upgrade and maintain the existing housing stock, encourage the construction of new housing affordable to low and moderate income households, promote economic development efforts and provide assistance to Dakota County communities through community development programs, and to provide low and moderate income family and senior households with decent, safe, and affordable rental housing opportunities.

We have also adopted the following goals and objectives for the next five years:

- Expand the supply of assisted housing through programs that provide new housing units and tenant based rent assistance.
- Improve the quality of assisted housing by maintaining program excellence and utilizing innovative solutions to address the housing needs of the County.
- Increase assisted housing choices through aggressive marketing and surveying.
- Continue to provide an improved living environment by working toward deconcentration and income mixing within the public housing program.
- Promote self-sufficiency and asset development of assisted households through cooperative efforts in Dakota County (i.e. Workforce Council and County supportive services).

- Ensure equal opportunity and affirmatively further fair housing by undertaking affirmative measures throughout the agency's programs.

The plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan. Here are just a few highlights of our Annual Plan:

- The Dakota County CDA will continue to maintain a vacancy rate of less than 3% for housing directly managed by the CDA through effective and efficient procedures.
- The Dakota County CDA will continue its extensive marketing strategy to encourage landlords throughout the County to participate in the Section 8 Rent Assistance Program.
- The Dakota County CDA will continue its partnerships with local for-profit businesses to access funding sources to assist with the construction of new affordable rental housing units throughout Dakota County.
- The Dakota County CDA will create an extraordinary maintenance program to revive and extend the life of aging CDA housing developments.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

Table of Contents

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Annual Plan

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 - 5. Operations and Management Policies
 - 6. Grievance Procedures
 - 7. Capital Improvement Needs
 - 8. Demolition and Disposition
 - 9. Designation of Housing
 - 10. Conversions of Public Housing
 - 11. Homeownership
 - 12. Community Service Programs
 - 13. Crime and Safety
 - 14. Pets (Inactive for January 1 PHAs)
 - 15. Civil Rights Certifications (included with PHA Plan Certifications)
 - 16. Audit
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 - 18. Other Information

Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration
- FY 2000 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2000 Capital Fund Program 5-Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

Supporting Documents Available for Review

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

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

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

| List of Supporting Documents Available for Review | | |
|--|---|---|
| Applicable & On Display | Supporting Document | Applicable Plan Component |
| NA | Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports | Annual Plan: Community Service & Self-Sufficiency |
| NA | The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan) | Annual Plan: Safety and Crime Prevention |
| X | The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings | Annual Plan: Annual Audit |
| NA | Troubled PHAs: MOA/Recovery Plan | Troubled PHAs |
| | Other supporting documents (optional) (List individually; use as many lines as necessary) | (Specify as needed) |
| | | |

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

Housing & Homeless Needs Assessment (91.205)

The following section is from the Dakota County section of the FY 2000 Dakota County Consortium's Consolidated Plan. Although HUD has not approved the FY 2000 Consolidated Plan, the Dakota County CDA feels that the information contained in the 2000 Consolidated Plan more accurately reflects the needs of Dakota County than the FY 1995 Consolidated Plan. The decision to include information from the most recent Consolidated Plan (FY 2000) was discussed with the local HUD office.

Overview of Dakota County

With only 576 square miles of space, Dakota County is only the 58th largest county in the State of Minnesota in land area. Yet it ranks as the third most populous county in the State. In 1980, Dakota County averaged 337 persons per square mile. By 1997, Dakota County had 578 people per square mile. Unevenly distributed, over one half of the County has a population density of less than 50 persons per square mile, while other areas have densities that exceed 4,000 persons per square mile.

Much of the southern half of the County's land is agricultural. The northern half is mostly suburban, single-family residential. In 1995, over 40,700 acres of land was used for single-family homes. It is projected that by 2015, an additional 16,500 acres of land will have been converted to single-family homes, with an additional 3,500 acres used for multi-family housing.

During the 1990's, Dakota County added more people each year than any other county in the Metropolitan area. The County's growth is equal to adding a city the size of Hastings (about 17,500 people) every two years.

Dakota County is expected to grow in the next two decades, but at a slower rate than it experienced in the 1980's and 1990's. An estimated 140,000 people will make Dakota County their home by 2020. That's a 44% increase in population.

Over the next two decades, the majority of the County's population will grow older as the baby boomers age. The geographic distribution of different age groups is also changing. West St Paul and South St Paul continue to have higher concentrations of senior citizens, while the rapidly growing communities of Farmington, Lakeville, and Rosemount are experiencing a rapid increase in the number of school age children. A new trend is the aging population of Burnsville and Eagan.

Housing (CP Table 2A)

Much of the information contained in this section is from the 1990 Census. Review and analysis of waiting lists for housing programs, discussions with providers of housing and social services, the Dakota County Comprehensive Plan, and the comprehensive plans of Dakota County cities also contributed to this section.

One of the main reasons for needing housing assistance in Dakota County appears to be the disparity between income and housing costs. It cuts across household types, geographic boundaries and special needs.

The following chart breaks down by income and household tenure the various housing problems that Dakota County households experience.

Chart 1: Housing Problems of Dakota County Households

| Household By Type, Income & Hsg Problem | Renters | | | | | Owners | | | Total |
|---|--------------------------|---------------------|--------------------|---------------|---------------|--------------|------------------|--------------|---------------|
| | Elderly 1 & 2 member HHs | Small Related (2-4) | Large Related (5+) | All Other HHs | Total Renters | Elderly | All Other Owners | Total Owners | Totals HHs |
| 0 – 30% MFI | 1,195 | 1,490 | 196 | 838 | 3,719 | 1,133 | 252 | 2,082 | 5,801 |
| % w/Hsg Problem | 78% | 84% | 81% | 87% | 82% | 58% | 80% | 68% | 77% |
| % Cost Burden >30% | 78% | 82% | 75% | 87% | 81% | 58% | 80% | 68% | 77% |
| % Cost Burden >50% | 55% | 73% | 68% | 78% | 68% | 35% | 71% | 52% | 62% |
| 31 – 50% MFI | 830 | 1,187 | 175 | 1,303 | 3,495 | 1,574 | 485 | 3,571 | 7,066 |
| % w/Hsg Problem | 85% | 74% | 90% | 92% | 84% | 23% | 63% | 51% | 67% |
| % Cost Burden >30% | 84% | 73% | 75% | 91% | 83% | 23% | 61% | 50% | 66% |
| % Cost Burden >50% | 34% | 21% | 22% | 27% | 26% | 6% | 37% | 25% | 26% |
| 51 – 80% MFI | 720 | 2,508 | 339 | 2,283 | 5,850 | 2,294 | 1,384 | 9,716 | 15,566 |
| % w/Hsg Problem | 64% | 44% | 56% | 40% | 46% | 16% | 53% | 46% | 46% |
| % Cost Burden >30% | 64% | 40% | 32% | 39% | 42% | 16% | 52% | 44% | 44% |
| % Cost Burden >50% | 5% | 2% | 2% | 0% | 2% | 2% | 11% | 6% | 5% |
| Total HHs | 3,265 | 10,256 | 1,073 | 9,636 | 24,230 | 9,128 | 9,084 | 74,178 | 98,408 |
| % w/Hsg Problem | 65% | 33% | 54% | 32% | 38% | 19% | 27% | 19% | 24% |

Source: 1990 Census Data; HUD CHAS Databook

Income definitions:

0 – 30% MFI: Extremely Low-Income – Households and persons in this income category earn less than 30% of the Median Family Income (MFI) of the Mpls/St Paul MSA.

31 – 50% MFI: Very Low-Income – Households and persons earning more than 30% but less than 50% of MFI.

51 – 80% MFI: Low-Income – Households and persons earning more than 50% but less than 80% MFI.

Based on the information contained in this chart, assumptions can be made as to what the needs of these households will be over the next five years. Priorities can then be established and goals can be set.

Table 2A conveys the priorities, needs and goals that have been established based on available information.

Table 2A: Priority Needs Summary Table

| PRIORITY HOUSING NEEDS (of households) | | Priority Need Level High, Medium, Low | | Total Needs | 5-Year Goals |
|--|--------------------------------|--|--------|-------------|--------------|
| Renter | Small Related (2-4 persons) | 0-30% | High | 1570 | 836 |
| | | 31-50% | High | 1105 | 386 |
| | | 51-80% | Medium | 1400 | 131 |
| | Large Related (5+ persons) | 0-30% | High | 200 | 116 |
| | | 31-50% | High | 200 | 55 |
| | | 51-80% | Medium | 240 | 6 |
| | Elderly | 0-30% | High | 1170 | 263 |
| | | 31-50% | High | 890 | 322 |
| | | 51-80% | Medium | 580 | 43 |
| | All Other | 0-30% | Low | 915 | 0 |
| | | 31-50% | Medium | 1500 | 118 |
| | | 51-80% | Medium | 1860 | 1632 |
| | Owner | 0-30% | Medium | 1795 | 67 |
| | | 31-50% | Medium | 2300 | 136 |
| | | 51-80% | Medium | 5635 | 147 |
| Special Populations | 0-80% | Medium | 1790 | 42 | |
| Total Goals | | | | | 4300 |
| Total 215 Goals | | | | | 4300 |

Priorities for Table 2A were established based on the percentage of households affected with a Housing Problem (see Chart 1). Households with “housing problems” include those that: (1) occupy units with physical defects (lacking a

kitchen or bathroom); (2) live in overcrowded conditions; (3) have a housing cost burden exceeding 30% of gross income, or have a severe housing cost burden exceeding 50% of gross income. Total 5-year needs are based on the results of Table 1 multiplied by a population increase factor of 125% with the exception of “All Other” at 51-80% of median, which used a multiplier of 200% due to the potential homebuyer group.

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

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

| Housing Needs of Families in the Jurisdiction by Family Type | | | | | | | |
|---|---------|----------------|--------|---------|----------------|------|-----------|
| Family Type | Overall | Afford-ability | Supply | Quality | Access-ibility | Size | Loca-tion |
| Income <= 30% of AMI | 2921 | 5 | 5 | 3 | 1 | 3 | 2 |
| Income >30% but <=50% of AMI | 3712 | 5 | 5 | 3 | 1 | 3 | 2 |
| Income >50% but <80% of AMI | 6362 | 5 | 5 | 3 | 1 | 3 | 2 |
| Elderly | 3521 | 5 | 5 | 3 | 2 | 1 | 2 |
| Families with Disabilities | 991 | 5 | 5 | 3 | 4 | 4 | 2 |
| White | 10735 | 5 | 5 | 3 | 1 | 3 | 2 |
| African American | 4625 | 5 | 5 | 3 | 1 | 3 | 2 |
| Asian/Pacific Islander | 826 | 5 | 5 | 3 | 1 | 3 | 2 |
| Native American | 330 | 5 | 5 | 3 | 1 | 3 | 2 |

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

- X Consolidated Plan of the Jurisdiction/s
Indicate year: *2000*
- X U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- X Other housing market study
Indicate year: *1999 Dakota County Rental Market Survey*
- X Other sources: (list and indicate year of information)
1998 Dakota County 2020 Comprehensive Plan

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

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

| Housing Needs of Families on the Waiting List | | | |
|---|---------------------------------|---------------------|-----------------|
| Waiting list type: (select one) | | | |
| <input type="checkbox"/> Section 8 tenant-based assistance | | | |
| <input checked="" type="checkbox"/> Public Housing | | | |
| <input type="checkbox"/> Combined Section 8 and Public Housing | | | |
| <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) | | | |
| If used, identify which development/subjurisdiction: | | | |
| | # of families | % of total families | Annual Turnover |
| Waiting list total | 757 | | 78 |
| Extremely low income <=30% AMI | 455 | 60.1 | |
| Very low income (>30% but <=50% AMI) | 182 (est.) | 24 (est.) | |
| Low income (>50% but <80% AMI) | 120 (est.) | 15.8 (est.) | |
| Families with children | 655 | 86.5 | |
| Elderly families | 49 (age 62+ only) | 6.5 | |
| Families with Disabilities | 46 (physical disabilities only) | 6.1 | |
| White | 495 | 65.4 | |
| Black | 210 | 27.7 | |
| Asian | 41 | 5.4 | |
| Native American | 11 | 1.5 | |
| Characteristics by Bedroom Size (Public Housing Only) | | | |
| 1BR | 95 | 12.5 | 13 |
| 2 BR | 363 | 47.9 | 16 |
| 3 BR | 255 | 33.7 | 43 |
| 4 BR | 31 | 4.1 | 6 |
| 5 BR | 13 | 1.7 | 0 |
| 5+ BR | NA | | |
| Is the waiting list closed (select one)? X No <input type="checkbox"/> Yes | | | |
| If yes: | | | |
| How long has it been closed (# of months)? | | | |
| Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes | | | |
| Does the PHA permit specific categories of families onto the waiting list, even if generally closed? | | | |
| <input type="checkbox"/> No <input type="checkbox"/> Yes | | | |

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- 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 (of waiting list) |
|---|---------------|---------------------|--------------------------------------|
| Waiting list total | 920 | | 600 |
| Extremely low income <=30% AMI | 677 | 74% | |
| Very low income (>30% but <=50% AMI) | 243 | 26% | |
| Low income (>50% but <80% AMI) | 0 | 0 | |
| Families with children | 670 | 73% | |
| Elderly families | 127 | 14% | |
| Families with Disabilities | 123 | 13% | |
| White | 602 | 65% | |
| Black | 259 | 28% | |
| Asian | 36 | 4% | |
| Native American | 23 | 3% | |
| Characteristics by Bedroom Size (Public Housing Only) | | | |
| 1BR | | | |
| 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

C. Strategy for Addressing Needs

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

To address the housing needs of Dakota County residents, the Dakota County Community Development Agency (CDA) will expand high quality housing programs for all low and moderate income residents, work in partnership with the community, government, social service agencies and private industry to shape affordable housing in Dakota County. The CDA will also create an extraordinary maintenance program for aging CDA housing developments to revive and extend the life of older housing stock. To successfully carry out this strategy, the CDA will obtain the resources necessary to maintain current programs and will continue to search and apply for additional sources of funding.

(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
Dakota County CDA will continue to maintain a vacancy rate of less than 3% by following effective procedures for housing directly managed by the CDA.
- 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
Dakota County CDA will maintain Section 8 lease-up rates by continuing to pursue payment standards that reflect the market.
- 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
Dakota County CDA has undertaken an extensive marketing strategy to encourage participation of landlords throughout Dakota County.
- 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
Dakota County CDA will apply for additional Section 8 Housing Choice Vouchers if, after evaluating Dakota County's rental market, a determination is made that the market can absorb additional HCVs.
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
Dakota County CDA forms partnerships with local for-profit businesses in order to apply for tax credits to assist with the construction of affordable rental units for families. These developments often employ a variety of non-federal funding sources thereby leveraging federal dollars with other sources. The CDA also works with the County and communities throughout the County to provide funding for additional units for low-income senior households through the Phase II of the CDA's senior housing program.
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
As stated above, Dakota County CDA applies for a variety of funding sources to increase the supply of affordable housing options.
- Other: (list below)

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

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

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
The Dakota County CDA will meet federal targeting requirements for families at or below AMI.
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)
Dakota County CDA will ensure that 40% of new public housing admissions are at or below 30% of median.

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
- X Other: (list below)
Dakota County CDA gives preference to households whose incomes are greater than 30% median income.

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
- X Other: (list below)
Dakota County CDA has only one public housing senior building, Colleen Loney Manor. There, preference is given to elderly/handicapped/disabled applicants and "near-elderly" (age 50-61) applicants.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- X Affirmatively market to local non-profit agencies that assist families with disabilities
- X Other: (list below)
Dakota County CDA will enlist the help of the Housing Link organization to market handicap accessible family units that become vacant, if the waiting list is insufficient.

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
*The Dakota County CDA is a supporter and participant of the metro-wide Housing Link,
an information and referral agency.*
- Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- X Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
Rent Assistance staff at the CDA informs all participants of the Section 8 Program about the mobility of their Housing Choice Vouchers (HCVs). The participants are free to choose where they would like to live.
- X Market the section 8 program to owners outside of areas of poverty /minority concentrations
Dakota County CDA markets the Section 8 Program to all area landlords.
- X Other: (list below)
Dakota County CDA will actively utilize all resources that provide for increased opportunities.

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:

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

| Financial Resources: Planned Sources and Uses | | |
|---|-------------------|------------------------|
| Sources | Planned \$ | Planned Uses |
| 1. Federal Grants (FY 2000 grants) | | |
| a) Public Housing Operating Fund | 55,000.00 | |
| b) Public Housing Capital Fund | 830,237.00 | |
| c) HOPE VI Revitalization | NA | |
| d) HOPE VI Demolition | NA | |
| e) Annual Contributions for Section 8 Tenant-Based Assistance | 11,000,000.00 | |
| f) Public Housing Drug Elimination Program (including any Technical Assistance funds) | NA | |
| g) Resident Opportunity and Self-Sufficiency Grants | | |
| h) Community Development Block Grant | | |
| i) HOME | | |
| Other Federal Grants (list below) | | |
| <i>HUD Service Coordinator Grant (for Colleen Loney Manor)</i> | 15,000.00 | PH Supportive Services |
| 2. Prior Year Federal Grants (unobligated funds only) (list below) | | |
| | | |
| | | |
| | | |
| 3. Public Housing Dwelling Rental Income | 1,014,000.00 | PH Operations |
| | | |
| | | |
| 4. Other income (list below) | | |
| <i>PH late fees, excess utilities, laundry coin, etc.</i> | 25,000.00 | PH Operations |
| | | |
| 4. Non-federal sources (list below) | | |
| <i>Interest income</i> | 38,000.00 | PH Operations |
| | | |
| | | |
| Total resources | | |
| | | |
| | | |

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

When families are within a certain number of being offered a unit: (state number)

When families are within a certain time of being offered a unit: (state time)

X

Other: (describe)

Dakota County CDA verifies eligibility when the family is estimated to be within reach on the waiting list for the next projected, or actual, vacancies.

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

X

Criminal or Drug-related activity

X

Rental history

Housekeeping

X

Other (describe)

Dakota County CDA does check utility payment histories, personal references(if no past rental history), and whether money is owed to our Section 8 program.

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

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

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

(2)Waiting List Organization

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

Community-wide list

X

Sub-jurisdictional lists

Site-based waiting lists

Other (describe)

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

- X PHA main administrative office
- X PHA development site management office
Colleen Loney Manor
- X Other (list below)
By mail

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

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

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

3. Yes No: May families be on more than one list simultaneously?
If yes, how many lists?

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

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

(3) Assignment

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

- X One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

A resident can request a transfer when 1) if a change in work and/or child-care location to the extent the current unit address or location is a hardship; or 2) for personal safety issues/reasons where a move would improve the household's safety.

- Other: (list below)

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction

- Those enrolled currently in educational, training, or upward mobility programs
- X Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- X Other preference(s) (list below)
At Colleen Loney Manor, preference is also given to elderly/handicapped/disabled applicants, and to "near-elderly" applicants.

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- 1 Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- 2 Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- 3 & 4 Other preference(s) (list below)
For Colleen Loney Manor only, preference for elderly/handicapped/disabled, and the "near-elderly".

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

The move-in packet contains various rules and instructions.

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

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

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- Adoption of site-based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

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

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing

- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

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

- Not applicable: results of analysis did not indicate a need for such efforts
 List (any applicable) developments below:

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

- Not applicable: results of analysis did not indicate a need for such efforts
 List (any applicable) developments below:

B. Section 8

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

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

(1) Eligibility

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

- Criminal or drug-related activity only to the extent required by law or regulation
 Criminal and drug-related activity, more extensively than required by law or regulation
 More general screening than criminal and drug-related activity (list factors below)
 Other (list below)

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

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

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

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

- Criminal or drug-related activity
 Other (describe below)
Dakota County CDA will share information with prospective landlords pursuant to regulation.

(2) Waiting List Organization

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

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

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

- PHA main administrative office
- Other (list below)

(3) Search Time

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

If yes, state circumstances below:

Extensions of up to a total of 120 days can be granted. Waivers for reasonable accommodations are also granted.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

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

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

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

Dakota County CDA gives preference to applicants who live or work in Dakota County, have been hired to work in Dakota County, or attend school full-time in Dakota County.

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

1 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

- Victims of reprisals or hate crimes
1 Other preference(s) (list below)
Dakota County CDA also gives preference to applicants who are currently occupying a Dakota County CDA scattered site public housing unit and who also meet criteria as defined in the Administrative Plan.

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

- Date and time of application
 Drawing (lottery) or other random choice technique
For first 60 days, a lottery is used. After that, applications are ranked according to date and time of application.

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
 Other (list below)
Letters of announcement are sent to appropriate interest groups.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply) *None*

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)
 - If yes, state amount/s and circumstances below:
- Fixed percentage (other than general rent-setting policy)
 - If yes, state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- Yes for all developments
- Yes but only for some developments
- No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

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

Based on annual estimated need for reserve for replacement/capital improvements.

f. Rent re-determinations:

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

- Never

- At family option
- Any time the family experiences an income increase
- X Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)
\$500 per month (unless on ceiling or flat rent).
- X Other (list below)
Residents must report a change in family composition anytime there is an increase in the number of minor children.

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

(2) Flat Rents

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

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- X Other (list/describe below)
The Dakota County CDA uses our previously approved ceiling rents as permitted by HUD regulations. These will be used for the next three years.

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies .

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- X Above 110% of FMR (if HUD approved; describe circumstances below)
Dakota County CDA had exception rents for several cities within our jurisdiction prior to the merger. HUD has reviewed our current payment standards and they are set based on a market survey and census data pursuant to regulation.

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

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

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

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

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

- Annually
- Other (list below)

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

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

(2) Minimum Rent

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

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

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

A policy regarding this is pending.

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

Dakota County CDA is exempt from this component.

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

| Program Name | Units or Families Served at Year Beginning | Expected Turnover |
|---|---|--------------------------|
| Public Housing | | |
| Section 8 Vouchers | | |
| Section 8 Certificates | | |
| Section 8 Mod Rehab | | |
| Special Purpose Section 8 Certificates/Vouchers (list individually) | | |
| Public Housing Drug Elimination Program (PHDEP) | | |
| | | |
| | | |
| Other Federal Programs(list individually) | | |
| | | |
| | | |

C. Management and Maintenance Policies

List the PHA’s public housing management and maintenance policy documents, manuals and handbooks that contain the Agency’s rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)
Maintenance Plan, Public Housing Lease, Information contained in move-in packet.

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

Dakota County CDA is exempt from this component.

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

X The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

X The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

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

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

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

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

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
If yes, list developments or activities below:

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: |
| 1b. Development (project) number: |
| 2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/> |
| 3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/> |
| 4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u> |
| 5. Number of units affected: |
| 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development |
| 7. Timeline for activity: |

- a. Actual or projected start date of activity:
 b. Projected end date of activity:

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

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

6. Number of units affected:
7. Coverage of action (select one)
- Part of the development
- Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.79(j)]

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

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

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

2. Activity Description

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

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

| |
|--|
| <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) |
| <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) |
| <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____) |
| <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent |
| <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units |
| <input type="checkbox"/> Other: (describe below) |

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

Dakota County CDA will review when rule is finalized.

2. Program Description:

a. Size of Program

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

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

- 25 or fewer participants
 26 - 50 participants

- 51 to 100 participants
- more than 100 participants

b. PHA-established eligibility criteria

- Yes No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?
If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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

Dakota County CDA is exempt from this component.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? DD/MM/YY

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

- Public housing rent determination policies

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

b. Economic and Social self-sufficiency programs

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

| Services and Programs | | | | |
|--|----------------|--|--|---|
| Program Name & Description (including location, if appropriate) | Estimated Size | Allocation Method (waiting list/random selection/specific criteria/other) | Access (development office / PHA main office / other provider name) | Eligibility (public housing or section 8 participants or both) |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

(2) Family Self Sufficiency program/s

a. Participation Description

| Family Self Sufficiency (FSS) Participation | | |
|---|--|--|
| Program | Required Number of Participants (start of FY 2000 Estimate) | Actual Number of Participants (As of: DD/MM/YY) |
| Public Housing | | |
| Section 8 | | |

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

C. Welfare Benefit Reductions

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

(select all that apply)

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.79 (m)]

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

Dakota County CDA is exempt from this component.

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

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

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

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

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

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

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

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

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

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

C. Coordination between PHA and the police

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

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

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

D. Additional information as required by PHDEP/PHDEP Plan

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

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
 Yes No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
 Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

Dakota County CDA is exempt from this component.

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

2. What types of asset management activities will the PHA undertake? (select all that apply)

- Not applicable
- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

- Attached at Attachment (File name)
- Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments
List changes below:

Other: (list below)

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

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

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

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

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

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
 Any head of household receiving PHA assistance
 Any adult recipient of PHA assistance
 Any adult member of a resident or assisted family organization
 Other (list)

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: *Dakota County Consortium*

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

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
 The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
 The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
 Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
 Other: (list below)

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

The Dakota County section of the FY 2000 Consolidated Plan describes the estimated housing and community development needs of Dakota County over the next five years. It also outlines how the estimated needs will be addressed by the CDA.

The Dakota County CDA will address the housing needs by:

- *Creating new affordable units for both low-income seniors and families.*
- *Applying for continued, and when appropriate additional, funding for rent assistance programs for low-income individuals and families.*
- *Providing below market interest rate loans for low-income first time homebuyers.*
- *Making low interest and deferred homeowner rehab loans available to low income homeowners in an effort to maintain the existing housing stock.*
- *Encouraging self sufficiency by participating in work force councils, working with providers of supportive services, and by administering self sufficiency programs when appropriate.*

D. Other Information Required by HUD

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

Attachments

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

List attachments here:

Certifications

Comp Grant info for Section 7

** Don't need the following pages. Same as the Comp Grant info from Greg.

PHA Plan Table Library

Component 7 Capital Fund Program Annual Statement Parts I, II, and II

| Annual Statement | | |
|--|---|----------------------|
| Capital Fund Program (CFP) Part I: Summary | | |
| Capital Fund Grant Number MN46P147-70800 FFY of Grant Approval: 2000 | | |
| X Original Annual Statement | | |
| | | |
| Line No. | Summary by Development Account | Total Estimated Cost |
| 1 | Total Non-CGP Funds | 0.00 |
| 2 | 1406 Operations | 0.00 |
| 3 | 1408 Management Improvements | 0.00 |
| 4 | 1410 Administration | 77,545.00 |
| 5 | 1411 Audit | 0.00 |
| 6 | 1415 Liquidated Damages | 0.00 |
| 7 | 1430 Fees and Costs | 77,545.00 |
| 8 | 1440 Site Acquisition | 0.00 |
| 9 | 1450 Site Improvement | 138,090.00 |
| 10 | 1460 Dwelling Structures | 397,478.00 |
| 11 | 1465.1 Dwelling Equipment-Nonexpendable | 84,800.00 |
| 12 | 1470 Nondwelling Structures | |
| 13 | 1475 Nondwelling Equipment | |
| 14 | 1485 Demolition | |
| 15 | 1490 Replacement Reserve | |
| 16 | 1492 Moving to Work Demonstration | |
| 17 | 1495.1 Relocation Costs | |
| 18 | 1498 Mod Used for Development | |
| 19 | 1502 Contingency | |
| 20 | Amount of Annual Grant (Sum of lines 2-19) | 775,458.00 |
| 21 | Amount of line 20 Related to LBP Activities | 0.00 |
| 22 | Amount of line 20 Related to Section 504 Compliance | 0.00 |
| 23 | Amount of line 20 Related to Security | 0.00 |
| 24 | Amount of line 20 Related to Energy Conservation Measures | 76,800.00 |

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

| Development Number/Name HA-Wide Activities | General Description of Major Work Categories | Development Account Number | Total Estimated Cost |
|--|---|----------------------------|------------------------|
| | Administration | 1410 | 77,545.00 |
| | Fees and Costs | 1430 | 77,545.00 |
| | Site Improvements | 1450 | |
| 147-05 McKay Manor | Seal existing wood fence | | 2,500.00 |
| 147-09 Burnsville North, South & Rosemount | Seal existing wood fence | | 2,500.00 |
| 147-11 Glazier Townhomes | Install new fence. Replace playground Equipment | | 13,099.00 30,000.00 |
| 147-16 Scattered Sites | Install parking area | | 7,000.00 |
| 147-02 Scattered Sites | Re-grading , asphalt, landscaping | | 19,000.00 |
| PHA Wide | Asphalt replacement & sealcoating | | 10,934.00 |
| PHA Wide | Landscaping Improvements | | 48,057.00 |
| PHA Wide | Yard storage | | 5,000.00 |
| | Site Improvements Total | 1450 | 138,090.00 |
| | Dwelling Structures | 1460 | |
| 147-02 Scattered Sites | Remodel kitchens, windows, siding, and replace decks | | 53,852.00 |

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

| Development Number/Name HA-Wide Activities | General Description of Major Work Categories | Development Account Number | Total Estimated Cost | |
|---|---|----------------------------|----------------------|-----------|
| 147-06 Colleen Loney Manor | Remodel community room & kitchen | 1460 | 40,000.00 | |
| | Replace AC covers | | 8,000.00 | |
| | Repair showers | | 55,000.00 | |
| | Install shut off valves at fixtures | | 10,000.00 | |
| | Install screen porch | | 30,000.00 | |
| | Replace air handler | | 5,000.00 | |
| | Install operators on entry doors | | 5,000.00 | |
| | 147-08 Scattered Sites | | Remodel Bathroom | 10,000.00 |
| | | | Replace decks | 7,000.00 |
| | 147-09 Burnsville & Rosemount | | Install storm doors | 15,600.00 |
| | Re-duct existing bath fans | 3,500.00 | | |
| | Replace range hoods | 20,800.00 | | |
| 147-11 Glazier Townhomes | Install storm doors | 4,500.00 | | |
| | Replace windows | 55,000.00 | | |
| | Replace range hoods | 6,000.00 | | |
| 147-17 Scattered Sites | Replace rear decks | 10,100.00 | | |
| | Re-stain building exterior | 3,500.00 | | |
| PHA Wide | Seal decks & patio partitions | | 16,499.00 | |
| PHA Wide | Replace roofs & gutters | | 38,127.00 | |
| | Dwelling Structures Total | 1460 | 397,478.00 | |
| | Dwelling Equipment – Nonexpendable | 1465.1 | | |
| 147-05 McKay Manor | Replace furnaces & water heaters | | 40,000.00 | |
| | Replace ranges | | 8,000.00 | |
| 147-07 Oliver Terrace | Replace furnaces & water heaters | | 36,800.00 | |
| | Dwelling Equipment – Nonexpendable Total | 1465.1 | 84,800.00 | |

Annual Statement
Capital Fund Program (CFP) Part III: Implementation Schedule

| Development Number/Name HA-Wide Activities | All Funds Obligated (Quarter Ending Date) | All Funds Expended (Quarter Ending Date) |
|--|--|---|
| All development and PHA wide activities | 12/31/01 | 12/31/02 |

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

| Optional 5-Year Action Plan Tables | | | | |
|--|--|---------------------|----------------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development | |
| | | | | |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| | | | | |
| Total estimated cost over next 5 years | | | | |

