

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

PHA Plan Agency Identification

PHA Name: Village of DeForest Housing Authority
DeForest, Wisconsin

PHA Number: W139-P249-001

PHA Fiscal Year Beginning: 01-2000

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:

The main administrative office of the PHA AT; 509 North Main Street
DeForest, WI. 53532-1160

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at:

The main administrative office of the PHA AT; 509 North Main Street
DeForest, WI. 53532-1160

Main administrative office of the local government AT; Village of DeForest
306 DeForest Street
DeForest, WI. 53532

PHA Plan Supporting Documents are available for inspection at:

509 North Main Street
DeForest, WI. 53532-1160
Village of DeForest
306 DeForest Street
DeForest, WI. 53532

Start = Programs = Accessories = Word Pad FRONT COMPUTER

5-Year Plan
PHA Fiscal Years 2000 - 2004
[24 CFR Part 903.5]

A. Mission

The PHA's mission is:

The Village of DeForest Housing Authority (PHA) of DeForest, Wisconsin is committed to providing quality, affordable housing, that is decent and safe, to eligible families in this community. We strive to make the best use of all available resources so that our residents may live in an environment that is clean, well maintained and attractive. Our goal is to manage our public housing units in a manner that is consistent with good, financially sound property management practices. By taking advantage of available community and government resources, we intend to provide our residents with as many opportunities for economic self-sufficiency as we can identify. We endeavor to instill pride and a desire for an enhanced quality of life for our residents and their families. We are committed to serving our residents and this entire community in a manner that demonstrates professional courtesy, respect and caring.

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.

PHA Goal: Expand the supply of assisted housing

Objectives:

- Reduce public housing vacancies:
- Leverage private or other public funds to create additional housing opportunities:
- Acquire or build units or developments

PHA Goal: Improve the quality of assisted housing

Objectives:

- Maintain public housing management: (PHAS score)
- Increase customer satisfaction:
- Concentrate on efforts to improve specific management functions: (public housing finance; contract unit inspections)
- Renovate or modernize public housing units:

PHA Goal: Increase assisted housing choices Objectives: Implement public housing or other homeownership programs: Implement public housing site-based waiting lists:

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

PHA Goal: Provide an improved living environment

Objectives:

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

Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: Implement public housing security improvements: Designate developments or buildings for particular resident groups (elderly, persons with disabilities)

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

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

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Objectives:

Increase the number and percentage of employed persons in assisted families:

Provide or attract supportive services to improve assistance recipients'

employability:

Provide or attract supportive services to increase independence for the elderly or

families

with disabilities.

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

Undertake affirmative measures to ensure access to assisted housing regardless of

race,

color, religion national origin, sex, familial status, and disability:

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:

Undertake affirmative measures to ensure accessible housing to persons with all

varieties

of disabilities regardless of unit size required:

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.

Streamlined Plan:

High Performing PHA

Small Agency (<250 Public Housing Units)

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

The Village of DeForest Housing Authority (PHA) has prepared this Agency Plan in compliance with

Section 511 of the Quality Housing and Work Responsibility Act of 1998 and ensuing HUD requirements. We have adopted a Mission Statement to guide the activities of the PHA.

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

Goal One: Manage the PHA's existing public housing program in an efficient and effective manner thereby keeping us as a High Performer.

Objectives: 1. HUD shall still recognize the PHA as a High Performer by December 1, 2004.

2. The PHA shall make our public housing units more marketable to the community as evidenced by an increase in our waiting list to one that only requires a six-month wait for housing by December 31, 2004.

3. The PHA shall promote a motivating work environment with a capable and efficient team of employees to operate as a customer-friendly and fiscally prudent leader in the affordable housing industry.

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Goal Two: Provide a safe and secure environment in the PHA's Public Housing Development.

Objectives: 1. The PHA shall reduce crime in its development so that the crime rate is less than our surrounding neighborhood by December 31, 2004.

2. The PHA shall define a memorandum of understanding between the police force and this agency by December 31, 2004. The purpose of this is to define the problem of crime that occurs near our development and develop a strategy for identifying and reducing this problem.

3. The PHA will keep its evictions due to violations of criminal laws with our continued successful and aggressive screening procedures by December 31, 2004.

Goal Three: To maintain the quality of housing available to participants in the PHA's public housing program.

- Objectives:**
1. The PHA shall sustain a utilization rate of 100% Occupancy by December 31, 2004.
 2. The PHA shall attract enough participants in the program to maintain a six month waiting list by December 31, 2004.
 3. The PHA shall establish a program to help our people in the under 62 years of age in the family housing to become homeowners by December 31, 2004.

Our Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission statement.

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.

- + We have adopted the Federal Preferences - for applicants that apply for our Public Housing Program.
- + We have adopted an aggressive screening policy for public housing to ensure to the best of our ability that new admissions will be good neighbors. Our screening practices will meet all the fair housing requirements.
- + Applicants will be selected from the waiting list by preference and in order of date and time that they applied.
- + We have established a minimum rent of \$40.00 per month.
- + We are in the process of establishing a flat rent for our development.

In summary, we are on course to improve the condition of affordable housing with the Village of DeForest Housing Authority.

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.

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Required Attachments:

Admissions and Continued Occupancy Policy for Deconcentration
FY 2000 Capital Fund Program Annual Statement

Optional Attachments:

PHA Management Organizational Chart
FY 2000 Capital Fund Program 5 Year Action Plan
Public Housing Drug Elimination Program (PHDEP) Plan

Supporting Documents Available for Review

List of Supporting Documents Available for Review

*Applicable & On Display

*Supporting Document

*Applicable Plan Component

*PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations 5 Year and Annual Plans.

*State/Local Government Certification of Consistency with the Consolidated Plan 5 Year and Annual Plans.

*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.

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*Five Year and Annual Plans Consolidated Plan for the jurisdiction/s in which the PRA 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 Most recent board-approved operating budget for the public housing program Annual Plan:

*Financial Resources; 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 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 2118199 *Quality Housing and Work Responsibility Act Initial Guidance; Notice* 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 check here if included in the public housing A & O Policy Annual Plan:

*Rent Determination Schedule of flat rents offered at each public housing development check here if included in the public housing A & O Policy Annual Plan:

*Determination 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 check here if included in the public housing A & O Policy Annual Plan:

*Grievance Procedures informal review and hearing procedures check here if included in Administrative Plan Annual Plan:

*The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year Annual Plan:

*Capital Needs most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant Annual Plan:

*The most recent fiscal year audit of the PRA 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:

1. Statement of Housin Needs

[24 CFR Part 903.7 9 (a)]

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

State of Wisconsin
 Department of Administration
 Department of Commerce

1995-2000 Consolidated Plan
 For the State's Housing and
 Community Development Needs

Executive Summary
 1995-2000 WISCONSIN CONSOLIDATED PLAN
 PRIORITY NEEDS SUMMARY TABLES

Housing Needs of Families in the Jurisdiction by Family Type

Family Type	Overall Location	Afford-ability Supply	Quality	Accessibility Size
PRIORITY HOUSING				<u>Priority Need</u>
<u>Level</u>	<u>NEEDS</u>	% of median	0-30%	31-
50%	51-80%			
Renter Medium	Small Related	Income <= 30% of AMI	High	High
Renter Medium	Small Related	Income <=50% of AMI	High	High
		Income >50% but <80% of AMI		N/A
Renter Medium	Large Related	Income <=30% of AMI	High	High
Renter Medium	Large Related	Income <50% of AMI	High	High
Renter Medium	Elderly	Income <30% of AMI	High	High

Renter Medium	Elderly	Income <50% of AMI]	High	High
		Families with Disabilities		N/A
		Race/Ethnicity		N/A

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.)

Consolidated Plan of the Jurisdiction/s **State of Wisconsin**
Indicate year: **1995-2000**

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

Housing Needs of Families on the Waiting List

Waiting list type: (select one) Public Housing:

	# of families	% of total families	Annual Turnover
Extremely low income <=30% AMI		N/A	
Elderly			
Very low income (>30% but <=50% AMI)			
Waiting list total	6	60%	3.25
Non-Elderly			
Very low income (>30% but <=50% AMI)			
Waiting list total	4	40%	.75
Low income (>50% but <80% AMI)		N/A	

Families with children **Same as Non-Elderly**

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Elderly families	Same as Elderly
Families with Disabilities	Same as total list
Race/ethnicity	N/A

Characteristics by Bedroom Size (Public Housing Only)
IBR **32 Units (Elderly) With 4 Units (Handicap)**

2 BR

4 Units (Non-Elderly)

Is the waiting list closed (select one)? No

C. Strategy for Addressing Needs

(1) Strategies

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

At beginning of this year (2000) the DeForest Area Clergy, Inc. will be completing a twenty (20) units (1 bedroom) for the HUD Section 202, Elderly Supportive Housing in this Village.

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by: Select all that apply

Employ effective maintenance and management policies to minimize the number of public housing units off-line

Reduce turnover time for vacated public housing units

Reduce turnover time for vacated public housing units

Seek replacement of public housing units lost to the inventory through mixed finance development

Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required

Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

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

Select all that apply

Leverage affordable housing resources in the community through the creation of mixed - finance housing.

Pursue housing resources other than public housing tenant-based assistance.

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

Employ admissions preferences aimed at families with economic hardships

Adopt rent policies to support and encourage work

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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

Adopt rent policies to support and encourage work

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

Already designated, DeForest Senior Apartments, 509 North Main Street for the elderly
4 Units designed when built and CIAP - 1994

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing -- **Only for apartments on Meadow Lane**

Affirmatively market to local non-profit agencies that assist families with disabilities

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

Market the program outside of areas of poverty /minority concentrations

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

(2) Reasons for Selecting Strategies

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

Funding constraints
Staffing constraints

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

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	\$5,000.00	
b) Public Housing Capital Fund	\$5,000.00	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
a) CIAP -- Public Housing Operating - 1406 -	\$49,926.00	
3. Public Housing Dwelling Rental Income		
a) From W139-P249-001 - -	\$98,000.00	
4. Other income (list below)		
a) Work for tenants and other sources --	\$2,000.00	
Total resources	\$149,926.00	

3. PHA Policies Governint! Ehijbilit-Y, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

(1) Eligibility

- a. When does the PHA verify eligibility for admission to public housing? (select all that apply)
Other: (describe)
When families are put on the waiting list.
- b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?
Criminal or Drug-related activity
Rental history
Housekeeping
- c. No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. 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)
Elderly and Non-Elderly

- b. Where may interested persons apply for admission to public housing? PHA main administrative office
- 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 NO**
 - 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)
Two (TWICE)

b. Yes: Is this policy consistent across all waiting list types?

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:

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? **We have 8 tenants now who are below the 30% (22%) and we are having enough problems to make our expenses.**

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)

Need Handicap unit

c. Preferences

1. Yes: 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)

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Other preferences: Victims of reprisals or hate crimes

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:

[2] Involuntary Displacement (Disaster, Government Action, Action of Housing

[2] Owner, Inaccessibility, Property Disposition)

[2] Victims of domestic violence

[2] Substandard housing

[2] Homelessness

[2] High rent burden

Other preferences (select all that apply)

[2] Victims of reprisals or hate crimes

4. Relationship of preferences to income targeting requirements: 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

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

(6) Deconcentration and Income Mixing

a. Yes: 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: 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:

This is only one Project/Development in W139-P249-001

Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments If selected, list targeted developments below:

This is only one Project/Development in W139-P249-001

Employing new admission preferences at targeted developments

If selected, list targeted developments below:

This is only one Project/Development in W139-P249-001

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d. Yes: 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 our development

Adoption or adjustment of ceiling rents for our development

Adoption of rent incentives to encourage deconcentration of poverty and income-mixing

Adoption of NEW Admissions and Continued Occupancy Policy dated September 21, 1999 with all of the current regulations (CFR's)

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

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)

List (any applicable) developments below:

This project/development is now at 22% of the 40% required and has been in operation for 15 years of which we take applications from anyone that wants to apply and qualifies

B. Section 8 This project/development has NO SECTION 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 313.

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)

(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:

(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**)

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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)

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 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)

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

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

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)

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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)

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 3 0% 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))

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one) \$26-50

2. 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 **NO!**

1. 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

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)
No

2. For which kinds of developments are ceiling rents in place? (select all that apply) NONE

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

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)

- Any time the family experiences an income increase
- Any time the family experiences an income decrease

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g. 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.)

This project/development has not set CEILING/FLAT Rents yet

B. Section 8 Tenant-Based Assistance

This Project/Development has NO SECTION 8

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 413.

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

Above 110% of FMR (if HUD approved; describe circumstances below)

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 the 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)

of my measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and *e policies governing Section 8 management.

(1)Public Housing Maintenance and Management: (list below)

(2)Section 8 Management: (list below)

6. PHA Grievance Procedures

HIGH PERFORMING PHA!

[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.

A. Public Housing

1. Yes No: Has the PHA established any written grievance procedures in addition to federal requirements found

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.

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A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component

713. 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:

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. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to

sub-component 7Ba.If yes to question a, select one:

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 (NonCapital 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.

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

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:

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:

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. No: Does the PHA plan to conduct any demolition or disposition activities (pursu 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

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Asset Management Table? (If "yes", skip to component 9. If "No", complete the Activity Description table below.)

Demolition/Disposition Activity Description

1a. Development name: I b. Development (project) number:

2. Activity type: Demolition Disposition

3. Application status (select one) Approved Submitted, pending approval Planned application

4. Date application approved, submitted, or planned for submission: (DD/MM/YY)

5. Number of units affected:

6. Coverage of action (select one) Part of the development 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: 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

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

1 a. Development name: **DeForest Senior Apartments**

1 b. Development (project) number: **W139-P249-001**

- 1.Designation type: Occupancy by only elderly families and families with disabilities
- 2.Application status: Approved; **When constructed in 1983-1984**
- 3.Date this designation approved, **30 September 1984**
- 4.If approved, will this designation constitute an approved Designation Plan? N/A
- 5.Number of units affected: **32 units with 4 Hanicap Accessable**
7. Coverage of action (select one) Part of the development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (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

I . 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.

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Conversion of Public Housing Activity Description

Ia. Development name: I b. Development (project) number:

2. What is the status of the required assessment? Assessment underway Assessment results submitted to HUD Assessment results approved by HUD (if marked, proceed to next question) Other (explain below)

3. Yes 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)

Conversion

Plan in development Conversion Plan submitted to HUD on: (DD/MM/YYYY) Conversion Plan approved by HUD on: (DD/MM/YYYY) 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) Units addressed in a pending or approved demolition application (date submitted or approved: Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) Units addressed in a pending or approved HOPE VI Revitalization Plan(date submitted or

approved:) Requirements no longer applicable: vacancy rates are less than 10 percent
Requirements no longer applicable: site now has less than 300 units 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 I IA: Section 8 only PHAs are not required to complete I IA.

1. 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 1113; 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 11 B.)

1. 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)

Ia. Development name: I b. Development (project) number:

2. Federal Program authority: HOPE I 5(h) Turnkey III Section 32 of the USHA of 1937 (effective 10/1/99)

3. Application status: (select one) Approved; included in the PHA's Homeownership Plan/Program
Submitted, pending approval 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) Part of the development Total development

B. Section 8 Tenant Based Assistance

1. 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.)

2. Program Description:

a. Size of Program

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

If the answer to the question above was yes, which statement best describes the number 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.

High Performing and Small PHA

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 903.7 9 (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.

High Performing and Small PHA

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 use to determine the need for P of residents (select all that apply).

HA actions to improve safety

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

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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)]

**On Display and for Viewing AT:
The Main Office of the PHA**

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. 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.)

Board of Commissioners Demand an Audit Every Year

2. No: Was the most recent fiscal audit submitted to HUD?

3. No: Were there any findings as the result of that audit?

4. N/A: If there were any findings, do any remain unresolved?

If yes, how many unresolved findings remain?

5. N/A: Have responses to any unresolved findings been submitted to HUD?

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.

High Performing and Small PHA

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)

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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. 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 subcomponent 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.)

**NONE of the RESIDENTS want to serve
AT: Their Annual Meeting and Election in September 1999**

3. Description of Resident Election Process

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

Candidates were NOTnominated 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

b. Eligible candidates: (select one)
Any adult recipient of PHA assistance

c. Eligible voters: (select all that apply)
All adult recipients of PHA assistance (public housing assistance)

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: **State of Wisconsin, Department of Administration
Department of Commerce
1995-2000 Consolidated Plan**

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)

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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.

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below) **Will be submitting to the State of Wisconsin**

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.

**PHA Plan
Table Library**

Component 7

Capital Fund Program Annual Statement

Parts 1, 11, and 11

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Annual Statement

Capital Fund Program (CFP) Part 1: Summary Capital Fund Grant Number

FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

Line No. Summary by Development Account

Total Estimated

Cost

1	Total Non-CGP Funds	
2	1406 Operations	\$49,926.00
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-Nonexpendable	
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)	\$49,926.00
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

Annual Statement

Capital Fund Program (CFP) Part 11: Supporting Table

Development Number	Name	HA-Wide Activities	General Description of
Major Work			
Categories	Development Account Number		Total Estimated Cost

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)

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

SMALL PHA!

PARTICIPATING IN 1999 CIAP

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

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

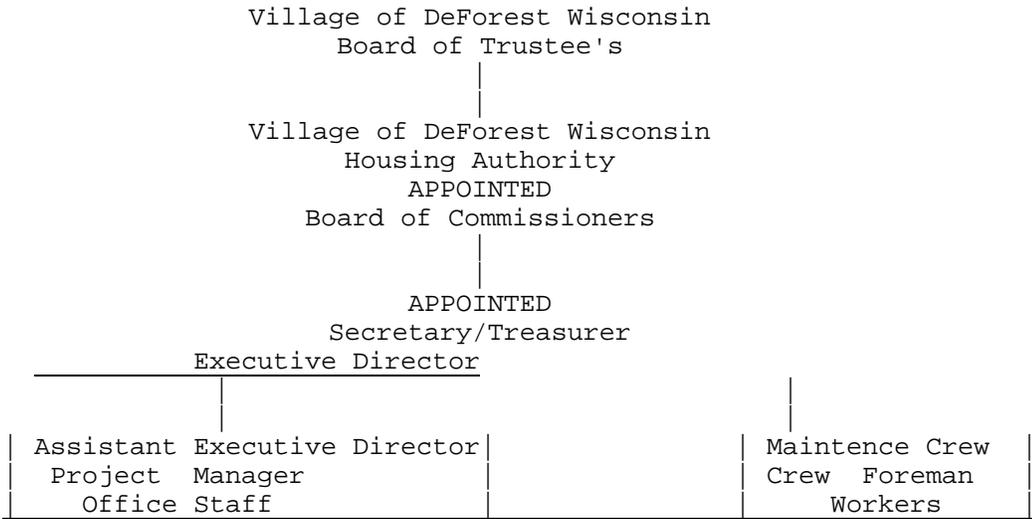
Public Housing Asset Management

Development Identification Activity Description

Name, Number, and Location Number and Type of units <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Capital Fund Program Parts II and III
Designated housing <i>Component 9</i>	Home- ownership <i>Component 11a</i>	Demolition/ disposition <i>Component 8</i>
		Conversion <i>Component 10</i>
		Other (describe) <i>Component 17</i>

VILLAGE OF DEFOREST HOUSING AUTHORITY

ORGANIZATION CHART



The Village Board of Trustee's appoints Five Commissioners to the Housing Authority Board to set polices and procedures for the Housing Authority.

The Housing Authority Board of Commissioners appoints the Executive Director, Secretary/Treasurer to do the day to day operation of the Housing Authority and enforce policies and procedures according to Federal and State Law. The Executive Director answers to the Board of Commissioners.

The Executive Director appoints the Assistant Executive Director and the Maintenance Crew, and they answer to the Executive Director in the day to day operation of the business of the Housing Authority.

Prepared on; 8-12-1997 By, Glenn R. Hauge, PHM, Executive Director