

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

PHA Plans

Annual Plan for Fiscal Year 2002
beginning 7/1/2001

**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: Eastern Iowa Regional Housing Authority

PHA Number: IA 126

PHA Fiscal Year Beginning: 07/2001

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)

Annual PHA Plan
PHA Fiscal Year 2002

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard 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 FY2002 Annual Plan directly relates to the mission and goals established in the EIRHA Five-Year Plan. EIRHA continues to build on its mission and goals. The FY2002 Annual Plan updates waiting list information; provides the FY2001 planned Capital Fund expenditures budget and approving amendment; Annual Statement/Performance Evaluation Report for FY2000 Capital Fund Program; includes a brief update of a previously submitted Homeownership Plan; Resident Advisory Board information as well as the names of resident members of our governing Board; and finally, the FY2002 Annual Plan addresses the new Pet Policy and the new Community Service regulations. There is not a substantial deviation from the activities approved in the Five-Year Plan, however, there has been slight modifications made to the FY2000 Capital Fund budget with those revisions included in the Annual Statement/Performance Report.

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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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 (Attachment A)
- FY2001 Capital Fund Program Annual Statement (Attachment B)
FY2000 Capital Fund Program Annual Statement/Performance and Evaluation Report - Attachment C – Separate file save as (ia126a02)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Other (List below, providing each attachment name)
Attachment D - Home Ownership Plan; Attachment E – Community Service Description; Attachment F – Pet Policy; Attachment G – Resident Membership of the Governing Board; Attachment H – Resident Advisory Board Membership; Attachment I – Progress Statement in meeting 5 year plan Mission and Goals

Optional Attachments:

- PHA Management Organizational Chart
- Capital Fund Program 5 Year Action Plan (As part of the Capital Fund Annual Statement/Performance and Evaluation Report (Attachment B)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)

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
	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	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	2. Documentation of the required deconcentration and income mixing analysis	
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input 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
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	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
	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
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	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
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	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
	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

Waiting list of Eastern Iowa Regional Housing Authority (2001)
0 for Section 8 and 34 public housing applicants

EIRHA is concentrating on marketing the Section 8 and Public Housing programs to achieve 100% lease-up through advertisements in local newspapers and newsletters, posters, flyers, and briefing sessions held throughout our five county region. EIRHA has also contacted local community action agencies to circulate flyers with their program mailings. EIRHA is experiencing vacancy difficulties at Manchester Manor, a 24 unit elderly/handicapped project. Of the 24 units, 9 are vacant. Vacancies are due to an overabundance of senior housing in Manchester caused by several new Rural Housing Developments within the community. EIRHA has tried several lease-up incentives to fill the vacancies but have not been successful to date.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input checked="" 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	34		42
Extremely low	26	75	

Housing Needs of Families on the Waiting List			
income <=30% AMI			
Very low income (>30% but <=50% AMI)	8	25	
Low income (>50% but <80% AMI)	0		
Families with children	25	73	
Elderly families	9	27	
Families with Disabilities	2	1	
Race/ethnicity White	33	96.5	
Race/ethnicity Hispanic	1	3.5	
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	9	26.47	20
2 BR	12	35.29	15
3 BR	13	38.24	7
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> 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			

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 2001 grants)		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund	\$273,080	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$2,402,078	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants	\$42,000	
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	\$240,000	240,000
4. Other income (list below)	\$10,000	10,000
Laundry Income		
Interest Income		
4. Non-federal sources (list below)		-0-
Operating Reserves		
Section 8	\$228,337	
Public Housing	\$111,247	
Total resources	\$3,306,742	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

The Eastern Iowa Regional Housing Authority has previously submitted the Admissions and Continued Occupancy Policy, Grievance, the Section 8 Administrative Plan and the Informal Hearing and Review policies, with supporting documentation, to the U.S. Department of Housing and Urban Development. HUD has previously approved these plans. The FY2001 Five Year Plan also outlined both of these policies, with the Five Year Plan approved as submitted by HUD. These plans are current and comply with the new law and regulations. These policies are reviewed on a regular basis to monitor compliance.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

The Eastern Iowa Regional Housing Authority rent determination policies are contained in the Admissions and Continued Occupancy Policy. This policy has been previously submitted and approved by HUD. A summary is below:

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)

- 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:
20% of earnings deducted

- 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)

Medical insurance payments
child support payments

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)

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
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below) All changes in income and family composition

g. Yes 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
- Other (list/describe below) EIRHA will use established ceiling rents as flat rents

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
- 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 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)

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)

A copy of the following policies have been previously submitted and approved by HUD - Procurement, Capitalization and Disposition, Personnel, Rent Collection, Sexual Abuse Policy, Accident Policy, Family Medical Leave Act, Americans with Disability Policy, Pet Policy, Deconcentration Policy, Resident Guide, Rules or Handbooks, Grievance, Informal Review and Hearing, Admissions and Continued Occupancy Policy, and the Section 8 Administrative Plan. A listing of the programs operated by the Housing Authority is below.

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	170 units	
Section 8 Vouchers	663 Vouchers	
Section 8 Certificates	40 Section 8 Certs	
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		
Family Self Sufficiency	77 units	

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.

The Eastern Iowa Regional Housing Authority Grievance Policy as well as the Informal Hearing and Review Policy have been previously submitted and approved by HUD. A summary is below.

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

**Attachment B - FY2001 Capital Fund Budget
Attachment C – FY2000 Capital Fund Program Annual Statement/Performance and Evaluation Report – Separate File
File Name – ia126a02**

[24 CFR Part 903.7 9 (g)]

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.

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan as Attachment A and B

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.)

Demolition/Disposition Activity Description	
1a. Development name:	DeWitt Family Development
1b. Development (project) number:	IA126-027
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	<u>(03/01/2001)</u>
5. Number of units affected:	4
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	Pending HUD approval
a. Actual or projected start date of activity:	Estimated September 1, 2001
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.)

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

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.)

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing Attachment D – Homeownership Plan

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:	Dyersville Family
1b. Development (project) number:	A126-001
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" 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 checked="" type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission:	<u>(06/01/2000)</u>
5. Number of units affected:	6
6. Coverage of action: (select one)	Part of Development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name	Manchester Family
1b. Development (project) number:	A126-002
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" 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 checked="" type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission:	<u>(06/01/2000)</u>
6. Number of units affected:	9
6. Coverage of action: (select one)	Part of Development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	Dyersville Family
1b. Development (project) number:	A126-014
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" 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 checked="" type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission:	<u>(06/01/2000)</u>
7. Number of units affected:	3
6. Coverage of action: (select one)	Part of Development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	Hopkinton Family
1b. Development (project) number:	A126-015
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" 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 checked="" type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission:	<u>(06/01/2000)</u>
8. Number of units affected:	2
6. Coverage of action: (select one)	Part of Development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	Preston Family
1b. Development (project) number:	A126-022
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" 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 checked="" type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission:	<u>(06/01/2000)</u>
9. Number of units affected:	2
6. Coverage of action: (select one)	Part of Development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	Worthington Family
1b. Development (project) number:	A126-024
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" 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 checked="" type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission:	<u>(06/01/2000)</u>
10. Number of units affected:	6
6. Coverage of action: (select one)	Total Development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	Delmar Family
1b. Development (project) number:	A126-025
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" 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 checked="" type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission:	<u>(06/01/2000)</u>
11. Number of units affected:	2
6. Coverage of action: (select one)	Total Development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	DeWitt Family
1b. Development (project) number:	A126-027
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" 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 checked="" type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission:	<u>(06/01/2000)</u>
12. Number of units affected:	6
6. Coverage of action: (select one)	Part of 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.)

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 – Attachment E

[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.

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) established a community service committee

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.)

(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: 02/28/01)
Public Housing	29	16
Section 8	58	42

- 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) establishing a community service committee

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

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.

The Eastern Iowa Regional Housing Authority has contacted the local police, sheriff and fire departments to notify us immediately should there be crime related calls to an EIRHA owned housing unit. EIRHA has an established working relationship with the local law enforcement offices. In the past EIRHA has not experienced habitual safety or crime related issues within its housing programs. A safety and crime related call log is maintained at our main office track all crime and safety related reports with a copy of the police or sheriff reports as part of the log and a copy in the tenant file. EIRHA has revised its 2000 Capital Fund Budget to include conversion costs to renovate (2) 1 bedroom apartments into a 2 bedroom on-site resident manager's apartment at Manchester Manor. Tenants at this project have expressed security concerns and there is a vacancy problem with on the average of 6 units vacant monthly over the past two years. EIRHA is in the process of completing its request to HUD for this conversion.

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

The Eastern Iowa Regional Housing Authority has adopted pet policies permitting public housing residents to own pets according to the new regulations, 24 CFR Part 960, Subpart G. Attachment F summarizes the policy.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

The Eastern Iowa Regional Housing Authority will carry out its plan in compliance with all applicable civil rights requirements and will affirmatively further fair housing. Fair Housing Certifications were submitted and approved to HUD as part of our Five-year Plan.

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.

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)]

Resident Membership on the Governing Board – See Attachment G

Resident Advisory Board Recommendations

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

Resident Advisory Board – See Attachment H

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: (provide name here) State of Iowa

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)

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

D. Other Information Required by HUD

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

Brief Statement of Progress in Meeting the 5-Year Plan Mission and Goals – See Attachment I

ATTACHMENT A DECONCENTRATION AND INCOME MIXING

Component 3, (6) Deconcentration and Income Mixing

- a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

PHA Plan – ATTACHMENT B Table Library

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

Eastern Iowa Regional Housing Authority
Annual Statement – Capital Fund Program – FY2001 – Projected Budget
Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number _____IA05P12650101_____FFY of Grant Approval: (2001)

Original Annual Statement – FY2001 Capital Fund Program

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	\$40,000.00
3	1408 Management Improvements	
4	1410 Administration	\$10,000.00
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	\$20,000.00
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	\$147,118.00
11	1465.1 Dwelling Equipment-Nonexpendable	\$60,400.00
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)	\$277,518.00
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 – FY2001Capital Fund - Original Budget Submission
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
HA-Wide	Operations	1406	\$40,000.00
HA-Wide	Administration	1410	\$10,000.00
HA-Wide	Spec Writing and Inspections	1430	\$20,000.00
126-001	Finish entrance doors, basement windows, storm doors, GFI's, smoke detectors, co detectors for balance of units	1460	\$10,000.00
126-001	Install washer and dryers in units	1465.01	\$8,500.00
126-002	Finish entrance doors, basement windows, storm doors, GFI's, smoke detectors, co detectors for balance of units	1460	\$21,618.00
126-002	Install washer and dryers in units	1465.01	\$17,500.00
126-007	Replace windows – Sabula elderly units	1450	\$10,000.00
126-004C	Install washer and dryers in units	1465.01	\$1,400.00
126-007	Replace windows and water heaters – Sabula Family	1460	\$7,000.00
126-007	Replace furnaces and install central air – Sabula Family	1460	\$17,000.00
126-003	Boiler and water heater replacement	1460	\$15,000.00
126-003	Wall air conditioning unit replacements	1465.01	\$7,000.00
126-003	Community Room Floor covering	1460	\$1,500.00
126-003	Replace washer and dryer in common area	1465.01	\$2,000.00

**Annual Statement – FY2001 Capital Fund - Original Budget Submission
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
126-004	Boiler and water heater replacement	1460	\$15,000.00
126-004	Wall air conditioning units replaced	1465.01	\$13,000.00
126-004	Replace washer and dryer in common area	1465.01	\$2,000.00
126-007	Replace washer and dryer in common area at Sabula Elderly	1465.01	\$1,000.00
126-009	Replace siding and roof – DeWitt Elderly	1460	\$50,000.00
126-009	Replace washer and dryers in common areas	1465.01	\$2,000.00
126-009	Install water softeners	1465.01	\$6,000.00
TOTAL 2001 Capital Fund Budget			\$277,518.00

**ATTACHMENT C – CAPITAL FUND PROGRAM
ANNUAL PERFORMANCE AND EVALUATION REPORT
FY2000-2005**

SEPARATE FILE – FILE NAME (ia126a02)

ATTACHMENT D – HOMEOWNERSHIP PLAN

This plan was submitted with our Five-Year Plan last year. Our Homeownership Plan has not changed since our original submission with the Five-Year Plan. We have recently submitted the Homeownership Plan to the Chicago HUD Office for final approval. We anticipate initiating the first sale of our public housing units this fiscal year beginning July 1, 2001. We are estimating to sell 4 units in the first year.

ATTACHMENT E – IMPLEMENTATION OF PUBLIC HOUSING RESIDENT COMMUNITY SERVICE REQUIREMENT

EIRHA will implement for July 1, 2001 as required by HUD's regulations section 12(c) of the U.S. Housing Act and mandated by Congress under the Public Housing Reform Act of 1998, the Community Service Requirement for public housing residents. Under this new rule, each public housing adult resident of EIRHA's public housing will participate in eight hours of community service and/or economic self-sufficiency activities per month, unless they meet the criteria for exemption.

Prior to full implementation of this requirement, EIRHA is notifying each resident in writing of the community service requirements, whether or not they are exempt, their responsibilities, what they need to do in order to comply, and verification required by EIRHA. The new community service requirement will be part of all new leases beginning July 1, 2001 and is an addendum to the lease for all current public housing residents. All residents have been asked to sign the addendum with an effective date 7/1/2001. EIRHA's lease, rules and regulations will be modified to reflect the new community service requirement as of 7/1/01. As part of the Annual Plan, all residents had the opportunity to comment at the public hearing prior to the Plan submission and approval of the Community Service policy. No comments were received.

The community service requirement applies to all non-exempt adults residing in public housing. Persons exempt from community service include the elderly (age 62 or over), blind or disabled, or tenants engaged in work activities, or residents receiving assistance in compliance with State requirements.

The term community service is defined as the performance of voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community. Participation in self-sufficiency activities can satisfy all or part of the community service requirement.

EIRHA's Public Housing Manager and Self-Sufficiency Coordinator will monitor the Community Service program requirements. A Community Service Committee has been developed with EIRHA's Self-Sufficiency Coordinator acting as the chair of the committee. The committee is comprised of area social service agencies, schools, hospitals, nursing homes, neighborhood groups, etc. that utilize and need community service volunteers. They provide an outlet for our residents to participate in such activities.

EIRHA will verify a family's compliance with the service requirements annually at least 30 days before the end of their 12 month lease term. EIRHA will obtain third party verification. Violation of the service requirement is grounds for non-renewal of the lease at the end of the 12-month lease term, but not for termination of tenancy during the course of the 12-month lease term.

ATTACHMENT F – PET POLICY

Pursuant to 24 CFR part 960 Subpart G, Pet Ownership in Public Housing, effective the date of approval of the Annual Plan, EIRHA is adopting a pet policy for residents of public housing. The policy is consistent with the issuance of regulations issued by the Department of Housing and Urban Development as they pertain to the residents of EIRHA's public housing general occupancy family developments.

EIRHA is adopting reasonable requirements for pet ownership as follows below:

- Pets shall be defined as domesticated animals such as dogs, cats, small caged birds, rodents (including a rabbit), fish, or turtle that is traditionally kept in the home for pleasure rather than for commercial purposes. Common household pet **does not** include reptiles (except turtles). Only **one** pet per housing unit is allowed.
- Dogs can not be taller than 15” from the floor with all four feet on the ground and weighing no more than 20 pounds. (This definition does not include animals that are used to assist the handicapped. Larger dogs are allowed to assist a handicapped tenant.)
- Cats must have front paws declawed. Dogs and cats must be spayed or neutered with documentation from a veterinarian. The cost of shots, food, check-ups, illnesses, equipment, etc., is the sole responsibility of the tenant.
- Owners must have a veterinary certificate stating the pet is healthy and has had all required shots. Proof must be presented annually at the tenant's annual renewal. Owners must have proof of pet registration under state and local law. Proof must be presented annually at the tenant's annual renewal.
- Pet must be registered with EIRHA within 48 hours of residing in the unit. Veterinary certificate, shot documentation, and proof of registration must be received by EIRHA within one week of registering the pet with EIRHA.
- Provisions must be made for a pet's toilet habits. Failure to pick up after your pet will be grounds for a violation notice. Tenants will be allowed twenty-four hours to correct the problem. Tenants receiving two warning notices will be asked to remove their pet from the unit permanently.
- A pet deposit of \$250.00 will be charged for each pet. A \$50.00 non-refundable deposit will be deducted from the \$250.00 automatically at move-out for additional cleaning of the unit. The remaining \$200.00 deposit will be returned when the unit is vacated or the tenant no longer has the pet, if no pet caused damages are assessed. The tenant will be charged for pet caused damages such as replacement of carpet, vinyl flooring, and/or curtains and blinds if damaged by the pet. The entire \$250.00 deposit is required at the time of pet move-in.

ATTACHMENT G – RESIDENT MEMBERSHIP OF GOVERNING BOARD

As required in the HUD regulations issued October 21, 1999, EIRHA has two residents as members of our Board of Directors. Residents were notified of this requirement and asked to volunteer their time and services. Interested residents were required to contact their local city clerk to be appointed to the Board. The City they reside in then made the appointment to the Board. The resident Board members are as follows:

James Robinson, Director/Commissioner/Treasurer
103 S. Bennett, P.O. Box 252
Wheatland, Iowa 52777-0252
Term 10/00 – 10/2002

Keith Van Pelt, Director/Commissioner
626 13th St., #108
DeWitt, Iowa 52742
Term 10/00 – 10/2002

Terms are renewed by the City at the time of expiration or if the term is not renewed, the City will appoint a new resident commissioner/director to the Board. EIRHA invites tenants annually to express their interest and to become board members.

**ATTACHMENT H – RESIDENT ADVISORY
BOARD MEMBERSHIP**

EIRHA’s Resident Advisory Board consists of four members that adequately reflect and represent the residents assisted by EIRHA. EIRHA invites tenants annually to participate as a member of the Resident Advisory Board. The Resident Advisory Board members are as follows:

Lori O’Meara
512 3rd St., NW
Dyersville, Iowa 52040

Neola Zehr
420 S. Tama
Manchester, Iowa 52057

James Robinson
103 S. Bennett, P.O. Box 252
Wheatland, Iowa 52777-0252

Keith Van Pelt
626 13th St., #108
DeWitt, Iowa 52742

ATTACHMENT I – PROGRESS STATEMENT IN MEETING FIVE-YEAR PLAN MISSION AND GOALS

Below are EIRHA's goals in the Five-Year Plan with brief progress statements outlining the progress we have made in reaching those goals over the past year.

Goal One – Increase the availability of decent, safe and affordable housing. Objectives included expanding the supply of assisted housing through reducing public housing vacancies; improving the quality of assisted housing through improving public housing management, voucher management, and renovating public housing units; and increase assisted housing choices through implementing homeownership programs.

During this past year, the first year of our Five-Year Plan, EIRHA has been concentrating on marketing and improving unit turn around time. We have maintained lease-up in public housing at 95% or above. After receiving our PHA scored, we examined some of our management procedures. Based on this review for July 1, 2001, EIRHA is hiring two on staff full-time maintenance directors instead of the existing contract maintenance. This will improve both unit turn around time as well as our work order system. Our FY2000 CIAP budget was reviewed and amended to reflect this change in maintenance management. Funds have been shifted to accommodate initial investments to hire on staff maintenance. A revised/amended Board approved budget was submitted to HUD for approval. These changes were ran by our tenants and a public hearing was held prior to submitting to HUD. EIRHA closed out the FY99 CIAP program. \$287,485 was spent on modernizing our public housing units this past year. Renovations included new cement work, new furnaces, new central air conditioning, new stoves, refrigerators, windows and carpeting. Finally, EIRHA's homeownership plan has been submitted to HUD for final approval. EIRHA is proposing to sell 4 single family public housing units per year for the next five years. We are waiting for final HUD approval to begin this program

ATTACHMENT I – Continued

Goal Two – Promote self-sufficiency and asset development of families and individuals. Objectives included increasing the number and percentage of employed persons in assisted families; provide or attract supportive services to improve assistance recipients' employability.

EIRHA has a successful Family Self-Sufficiency program with 58 active participants of 77 current slots. A full-time Self-Sufficiency coordinator works with households in achieving self-sufficiency and recruiting additional households for the program. Of the 58 participants, 70% have an active escrow account. The FSS Coordinator has also established a Community Service Committee, which she chairs, to coordinate community service activities with local hospitals, social service organizations, schools, nursing homes, etc. This is another outlet for employment opportunities for the housing residents.

Table Library

Table Library

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: EASTERN IOWA REGIONAL HOUSING AUTHORITY		Grant Type and Number Capital Fund Program IA05P12650100 Capital Fund Program Grant No: IA05P12650100 Replacement Housing Factor Grant No:			Federal FY of Grant: FY2000
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/00 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$15,080	\$20,000		
3	1408 Management Improvements Soft Costs	\$20,000	\$33,530		
	Management Improvements Hard Costs		\$17,170		
4	1410 Administration	\$10,000	\$10,000		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$20,000	\$20,000		
8	1440 Site Acquisition				
9	1450 Site Improvement	\$54,000	\$33,000		
10	1460 Dwelling Structures	\$154,000	\$78,000		
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment		\$37,000		
14	1485 Demolition/CONVERSION		\$24,380		
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	\$273,080	\$273,080		
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: EASTERN IOWA REGIONAL HOUSING AUTHORITY	Grant Type and Number Capital Fund Program IA05P12650100 Capital Fund Program Grant No: IA05P12650100 Replacement Housing Factor Grant No:	Federal FY of Grant: FY2000
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no):
 Performance and Evaluation Report for Period Ending: 12/31/00 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Amount of line XX Related to Security-Soft Costs				
	Amount of Line XX related to Security- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Eastern Iowa Regional Housing Authority		Grant Type and Number Capital Fund Program IA05P12650100 Capital Fund Program Grant No: IA05P12650100 Replacement Housing Factor Grant No:				Federal FY of Grant: FY2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
HA-WIDE	Upgrade Computer System – Hardware and Software		1408		\$50,700.00				Out for Bids
HA-WIDE	Purchase (2) Maintenance Vehicles and Tools for (2) on staff Maintenance people		1475		\$37,000.00				Out for Bids
HA-WIDE	Operations		1406		\$20,000.00				
HA-WIDE	Administration		1410		\$10,000.00				
HA-WIDE	Spec Writing and Inspections		1430		\$20,000.00				
126-001	Entrance doors, basement windows, storm doors, GFI’s, smoke detectors, co detectors		1460		\$10,000.00				Writing Specs
126-002	Entrance doors, basement windows, storm doors, GFI’s, smoke detectors, co detectors		1460		\$30,000.00				Writing Specs
126-004	Conversion of (2) 1 BR Apts. Manch. Manor to on site manager unit		1485		\$24,380.00				
126-004C	Windows, entry and storm doors, cabinets, smoke detectors, co detectors		1460		\$12,000.00				Writing Specs
126-007 SF	Entrance doors (side, entry and storm), GFI’s, smoke and co detectors		1460		\$7,000.00				Writing Specs
126-007	Concrete replacement & trash enc. - Miles		1450		\$13,000.00				Specs
126-007	GFI’s, smoke detectors, floors		1460		\$7,000.00				Specs
126-009	Concrete replacement		1450		\$20,000.00				Specs
126-009	GFI ‘s, smoke detectors, floors		1460		\$6,000.00				Specs
126-015-027	Floor covering replacements as units turn over		1460		\$6,000.00				Specs

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Eastern Iowa Regional Housing Authority		Grant Type and Number CFP IA05P12650100 Capital Fund Program No: IA05P12650100 Replacement Housing Factor No:					Federal FY of Grant: FY2000	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date) 12/31/00			All Funds Expended (Quarter Ending Date) 12/31/00			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
HA-WIDE 1408	\$20,000	\$50,700						
HA-WIDE 1475	0	\$37,000						
HA-WIDE 1406	\$15,080	\$20,000						
HA-WIDE 1410	\$10,000	\$10,000						
HA-WIDE 1430	\$20,000	\$20,000						
126-001 1460	\$23,000	\$10,000						
126-002 1460	\$63,500	\$30,000						
126-004C 1460	\$12,000	\$12,000						
126-007 SF 1460	0	\$7,000						
126-007 1450	\$24,000	\$13,000						
126-007 1460	\$14,600	\$7,000						
126-009 1450	\$20,000	\$20,000						
126-009 1460	\$12,000	\$6,000						
126-015-027 1460	\$29,000	\$6,000						
126-002 1450	\$10,000	0						
126-004 1485	0	\$24,380						

Capital Fund Program Five-Year Action Plan
Part I: Summary

IA Name		<input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revision No: 1			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: FY2001 PHA FY: FY2002	Work Statement for Year 3 FFY Grant: FY2002 PHA FY: FY2003	Work Statement for Year 4 FFY Grant: FY2003 PHA FY: FY2004	Work Statement for Year 5 FFY Grant: FY2004 PHA FY: FY2005
A-WIDE	Annual Statement	1406 – Operations - \$40,000.00	\$30,000.00	\$30,000.00	\$40,000.00
A-WIDE		1408- Mgmt. Improv -	\$10,000.00	\$10,000.00	\$40,000.00
A-WIDE		1410 – Administration - \$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
A-WIDE		1430 – Fees and Costs - \$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
6-001-009		1460 – Dwelling Struct - \$147,118.00	\$215,700.00	\$143,200.00	\$164,000.00
6-001-009		1465.1 – Dwelling Eqp. - \$ 60,400.00	\$1,000.00	\$31,500.00	
		1475 – Non-Dwell Eqp -		\$40,000.00	\$10,000.00
Total CFP Funds (st.)		\$277,518.00	\$286,700.00	\$284,700.00	\$284,000.00
Total Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year FFY Grant : 2000 PHA FY:2001	TOTAL ESTIMATED COST	Activities For Year 2	Activities for Year FFY Grant: 2001 PHA FY2002	TOTAL ESTIMATED BUDGET	Activities For Year 3	Activities for Year FFYT Grant: 2002 PHA FY2003	TOTAL ESTIMATED BUDGET
A-WIDE 75	Purchase (2) Maintenance Vehicles and Tools for (2) on staff Maintenance people	\$37,000.00						
A-WIDE 08	Upgrade Computer System – Hardware and Software	\$50,700.00				HA-WIDE 1408	Management Improvements	\$10,000.00
A-WIDE 06	Operations	\$20,000.00	HA-WIDE 1406	Operations	\$40,000.00	HA-WIDE 1406	Operations	\$30,000.00
A-WIDE 10	Administration	\$10,000.00	HA-WIDE 1410	Administration	\$10,000.00	HA-WIDE 1410	Administration	\$10,000.00
A-WIDE 30	Spec Writing and Inspections	\$20,000.00	HA-WIDE 1430	Spec Writing and Inspections	\$20,000.00	HA-WIDE 1430	Spec Writing and Inspections	\$20,000.00
6-001 60	Entrance doors, basement windows, storm doors, GFI's, smoke detectors, co detectors	\$10,000.00	126-001 1460	Finish entrance doors, basement windows, storm doors, GFI's, smoke detectors, co detectors	\$10,000.00	126-007B 1460	Replace water heaters, boilers, and wall air conditioning units	\$37,000.00
6-002 60	Entrance doors, basement windows, storm doors, GFI's, smoke detectors, co detectors	\$30,000.00	126-001 1465.01	Install washer and dryers	\$8,500.00	126-007S 1460	Replace water heaters, boilers, and wall air conditioning units	\$19,500.00
6-004C 60	Windows, entry and storm doors, cabinets, smoke detectors, co detectors	\$12,000.00	126-002 1460	Finish entrance doors, basement windows, storm doors, GFI's, smoke detectors, co detectors	\$21,618.00	126-007S 1460	Replace kitchen cabinets and kitchen flooring	\$23,200.00
6-007 60	Entrance doors (side, entry and storm), GFI's, smoke and co detectors	\$7,000.00	126-007 S	Replace windows Sabula elderly units	\$10,000.00	126-007S 1460	Replace kitchen cabinets and kitchen flooring family units	\$12,400.00
6-007 50	Concrete replacement & trash enclosure - Miles	\$13,000.00	126-002 1465.01	Install washer and dryers	\$17,500.00	126-007M 1460	Replace water heaters and boiler	\$14,000.00
6-007 60	GFI's, smoke detectors, floors	\$7,000.00	126-004C 1465.01	Install washer and dryers	\$1,400.00	126-007M 1465.1	Replace washer and dryers	\$1,000.00

6-009 50	Concrete replacement	\$20,000.00	126-007 1460	Replace windows and water heaters – Sabula family units	\$7,000.00	126-007M 1460	Replace kitchen cabinets and kitchen flooring	\$23,200.00
6-009 60	GFI 's, smoke detectors, floors	\$6,000.00	126-007 1460	Replace furnaces and install central air	\$17,000.00	126-009 1460	Replace water heaters, boilers, and wall air conditioning units	\$40,000.00
6-015- 7 60	Floor covering replacements as units turn over	\$6,000.00	126-003 1460	Boiler and water heater replacement	\$15,000.00	126-009 1460	Replace kitchen cabinets and kitchen flooring	\$46,400.00
6-004 85	Conversion of (2) 1 BR Apts. To Manager Apt.	\$24,380.00	126-003 1465.01	Wall air conditioning Replacement	\$7,000.00			
			126-003 1460	Community Room floor covering	\$1,500.00			
			126-003 1465.01	Replace washer and dryer in common area	\$2,000.00			
			126-004 1460	Boiler and water heater replacement	\$15,000.00			
			126-004 1465.01	Wall air conditioning Replacement	\$13,000.00			
			126-004 1465.01	Replace washer and dryer in common area	\$2,000.00			
			126-007 1465.01	Replace washer and dryer in common area	\$1,000.00			
			126-009 1460	Replace siding and roof	\$50,000.00			
			126-009 1465.01	Replace washer and dryers in common areas	\$2,000.00			
			126-009	Install water softeners	\$6,000.00			
	TOTAL	\$273,080.00		TOTAL	\$277,518.00		TOTAL	\$286,700.00

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year 4	Activities for Year FFY Grant : 2003 PHA FY:2004	TOTAL ESTIMATED COST	Activities For Year 5	Activities for Year FFY Grant: 2004 PHA FY2005	TOTAL ESTIMATED BUDGET			
A-WIDE 75	Upgrade maintenance vehicles and tools	\$40,000.00		Non Dwelling Equipment	\$10,000.00			
A-WIDE 08	Management Improvements – upgrade computers	\$10,000.00		Management Improvements – Upgrade software	\$40,000.00			
A-WIDE 06	Operations	\$30,000.00	HA-WIDE 1406	Operations	\$40,000.00			
A-WIDE 10	Administration	\$10,000.00	HA-WIDE 1410	Administration	\$10,000.00			
A-WIDE 30	Spec Writing and Inspections	\$20,000.00	HA-WIDE 1430	Spec Writing and Inspections	\$20,000.00			
6-004 60	Replace kitchen cabinets and floor coverings	\$69,600.00	126-002 1460	Replace Floor Coverings	\$50,000.00			
6-003 60	Replace kitchen cabinets and floor coverings	\$34,800.00	126-001 1460	Replace Floor Coverings	\$24,000.00			
6-004C 60	Replace floor coverings	\$4,000.00	126-007 1460	Replace Floor Coverings	\$8,000.00			
6-007B 50	Replace kitchen cabinets and floor covering	\$34,800.00	126-014-027 1460	Replace Floor Coverings	\$82,000.00			
6-007S 26-027 65.01	Install washer and dryers in family units	\$31,500.00						
	TOTAL	\$284,700.00		TOTAL	\$284,000.00			