

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

PHA Plans

5 Year Plan for Fiscal Years 2001 - 2005

Annual Plan for Fiscal Year 2001

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

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

PHA Plan Agency Identification

PHA Name: ——— Port Huron Housing Commission

PHA Number: ——— MI 039

PHA Fiscal Year Beginning: (mm/yyyy) ——— 07/2001

Public Access to Information

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

- X Main administrative office of the PHA
- G PHA development management offices
- X 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)

- X Main administrative office of the PHA
- G PHA development management offices
- G PHA local offices
- X Main administrative office of the local government
- G Main administrative office of the County government
- G Main administrative office of the State government
- G Public library
- X PHA website
- X Other (list below)
 - PHA Peru Community Building
 - PHA Desmond Community Building
 - PHA Dulhut Community Building
 - PHA Gratiot Community Building
 - PHA Huron Community Building
 - PHA Re-Investment Center
 - PHA Maintenance Office

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

PHA

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

5-YEAR PLAN
PHA FISCAL YEARS 2001 - 2005
 [24 CFR Part 903.5]

A. Mission

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

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

The mission of the Port Huron Housing Commission is to offer or provide housing assistance to the needy in ways that support families, neighborhoods and economic self-sufficiency and strive for financial soundness.

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.

- G PHA Goal: Expand the supply of assisted housing
Objectives:
 - G Apply for additional rental vouchers:
 - G Reduce public housing vacancies:
 - G Leverage private or other public funds to create additional housing opportunities:
 - G Acquire or build units or developments
 - G Other (list below)

- G PHA Goal: Improve the quality of assisted housing
Objectives:
 - G Improve public housing management: (PHAS score) ——
 - G Improve voucher management: (SEMAP score) ——
 - G Increase customer satisfaction:
 - G Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - G Renovate or modernize public housing units:
 - G Demolish or dispose of obsolete public housing:
 - G Provide replacement public housing:
 - G Provide replacement vouchers:

 - G Other: (list below)

- G PHA Goal: Increase assisted housing choices
Objectives:
 - G Provide voucher mobility counseling:
 - G Conduct outreach efforts to potential voucher landlords
 - G Increase voucher payment standards
 - G Implement voucher homeownership program:
 - G Implement public housing or other homeownership programs:
 - G Implement public housing site-based waiting lists:
 - G Convert public housing to vouchers:
 - G Other: (list below)

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

- G PHA Goal: Provide an improved living environment
Objectives:
 - G Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - G Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - G Implement public housing security improvements:
 - G Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - G Other: (list below)

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

- G PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - G Increase the number and percentage of employed persons in assisted families:
 - G Provide or attract supportive services to improve assistance recipients' employability:
 - G Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - G Other: (list below)

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

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

Other PHA Goals and Objectives: (list below)

Management Goals:

The Administration and staff shall manage all our housing programs in an efficient and effective manner and obtain at least an 83% or higher score in our Public Housing Assessment System.

Objectives:

1. Continue to improve and build our computer technology to achieve a strong inventory control, vacant unit tracking, unit turn around, and to guarantee a waste less utility program. We will also continue the financial integrity of all programs and accounts of the Commission.
2. Explore and secure any and all necessary education, training and tools for all staff and Board members to effectively perform their job charge.

3. Strengthen and improve a preventative maintenance program to reduce emergency call outs, work orders and cost of general maintenance up keep.
4. Review all policies regularly and revise if necessary to ensure the utmost efficient operation.

Marketing Goals:

Enhance and improve the marketability of all public housing stock and section 8 housing assistance programs. Strive to ensure our programs are the assistance of choice for all low income families and elderly and persons with disabilities.

Objectives:

1. The Commission and staff will strive to achieve a level of customer satisfaction that gives a positive perception of all housing programs and that will improve our PHAS survey scores.
2. To improve our property curb appeal at our development by improving site lighting, landscape, signage and keep them free from litter.
3. Establish and maintain a lawn fertilization program that halts weed growth and promotes the growth of green lush lawns.
4. Develop and adopt an on-going policy that would utilize the area media to highlight housing programs, housing resident and Commission activities.
5. At least three times yearly, promote housing programs with speaking and/or housing tours to bring positive attention to our programs.

Maintenance Goals:

Deliver in a timely and efficient manner high quality, trustworthy, and professional maintenance service to all our residents.

Objectives:

1. Continue to improve and adopt strong preventative maintenance techniques to reduce the overall need for service.
2. Publish at least six maintenance education items in our monthly newsletters annually as an effort to have our residents maintain our property in better condition.
3. Improve and broaden our maintenance staff abilities and skills by providing both the technical and the equipment necessary to achieve this objective.

Annual PHA Plan
PHA Fiscal Year 2001

[24 CFR Part 903.7]

iv. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

X **Standard Plan**

Streamlined Plan:

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

G **Troubled Agency Plan**

v. 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.

Section 511 of the Quality Housing and Work Responsibility Act (QHWRA) of 1998 imposes requirements on public housing authorities (PHAs) to prepare five-year and annual plans. These plans must be consistent with the jurisdiction's Consolidated Plan. On February 18, 1999, HUD published an Interim Rule implementing these plans (FR4420-2-02) for PHAs with fiscal years beginning January 1, 2000. According to the interim rule, plans are due 75 days prior to the start of the fiscal year. Additionally, PHAs must provide the public with copies of their proposed plans at least 45 days before submittal to HUD. Hence, at a minimum, a January 1 PHA would need to make its plan public by September 1. In order to satisfy such notice requirements, a PHA would ideally begin its planning process immediately, which is largely the reason for this document.

The new public housing five-year and annual plan both create and require an opportunity for collaborative planning. Community development agencies and planning departments with the responsibility for preparing the Consolidated Plan need to become familiar with the planning responsibilities now placed on local PHAs.

It is my pleasure to present to you for your consideration the Port Huron Housing Commission Agency Plan 2001.

vi. 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:

A	Admissions Policy for Deconcentration	45
B	FY 2001 Capital Fund Program Annual Statement	46
G	Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)	
C	Implementation of Public Housing Resident Community Service Requirements	50
D	Pet Policy	51
E	Progress Report on 5 Year Goals and Objectives	52
F	Resident Member of the PHA Governing Board	54
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Optional Attachments:

H PHA Management Organizational Chart 56
I FY 2001 Capital Fund Program 5 Year Action Plan 57
J FY 2000 CFP Annual Statement as of December 31, 2000 62
K FY 1999 CFP Annual Statement as of December 31, 2000 66
L FY 1998 CFP Annual Statement as of December 31, 2000 70
M Public Housing Drug Elimination Program (PHDEP) Plan 74
G Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
G Other (List below, providing each attachment name)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies

Applicable & On Display	Supporting Document	Applicable Plan Component
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies X 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 X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	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
	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	Annual Plan: Conversion of

Applicable & On Display	Supporting Document	Applicable Plan Component
	revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program G 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
	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
X	The most recent Public Housing Drug Elimination Program (PHDEP) 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

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- d- ability	Supply	Quality	Acces- s- ibility	Size	Loca- tion
Income <= 30% of	2483	4	4	2	2	2	2

Family Type	Overall	Afford-ability	Supply	Quality	Acces-s-ibility	Size	Loca-tion
AMI							
Income >30% but <=50% of AMI	1025	3	2	2	2	2	2
Income >50% but <80% of AMI	1096	2	2	2	2	2	2
Elderly	1039	2	2	2	2	2	2
Families with Disabilities	444	2	3	2	3	2	2
Race/Ethnicity W	778	2	2	2	2	2	2
Race/Ethnicity B	159	2	2	2	2	2	2
Race/Ethnicity H	24	2	2	2	2	2	2
Race/Ethnicity O	12	2	2	2	2	2	2

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

- X Consolidated Plan of the Jurisdiction/s
Indicate year: _____ 2000
- X U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- G American Housing Survey data
Indicate year: _____
- G Other housing market study
Indicate year: _____
- X Other sources: (list and indicate year of information)
Public Housing Waiting List - 2001
Section 8 Waiting List - 2001

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

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

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

G Section 8 tenant-based assistance

X Public Housing

G Combined Section 8 and Public Housing

G 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	346		
Extremely low income <=30% AMI			
Very low income (>30% but <=50% AMI)			
Low income (>50% but <80% AMI)			
Families with children	35	39%	
Elderly families	42	12%	
Families with Disabilities	169	49%	
Race/ethnicity W	280	81%	
Race/ethnicity B	51	15%	
Race/ethnicity H	10	3%	
Race/ethnicity O	5	1%	
Characteristics by Bedroom Size (Public Housing Only)			
0BR	15	4%	
1 BR	187	54%	
2 BR	96	28%	
3 BR	40	12%	
4 BR	8	2%	
5 BR	0	0%	

Is the waiting list closed (select one)? No Yes

If yes:

How long has it been closed (# of months)? _____

Does the PHA expect to reopen the list in the PHA Plan year? No Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes

Housing Needs of Families on the Waiting List

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

	# of families	% of total families	Annual Turnover
Waiting list total	627		
Extremely low income <=30% AMI	458	73%	
Very low income (>30% but <=50% AMI)	113	18%	
Low income (>50% but <80% AMI)	56	9%	
Families with children	322	51%	
Elderly families	30	5%	
Families with disabilities	275	44%	
Race/Ethnicity W	498	80%	
Race/Ethnicity B	108	17%	
Race/Ethnicity H	14	2%	
Race/Ethnicity O	7	1%	

Characteristics by Bedroom Size (Public Housing Only)			
1 BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
<p>Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>If yes:</p> <p>How long has it been closed (# of months)? _____</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes</p>			

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- G Seek designation of public housing for families with disabilities
- G Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- G Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- G Affirmatively market to local non-profit agencies that assist families with disabilities
- G Other: (list below)

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
c) Public Housing Operating Fund	710,770	

Sources	Planned \$	Planned Uses
a) Public Housing Capital Fund	1,375,817	
a) HOPE VI Revitalization		
a) HOPE VI Demolition		
a) Annual Contributions for Section 8 Tenant-Based Assistance	81,657,851	
a) Public Housing Drug Elimination Program (including any Technical Assistance funds)	100,858	
a) Resident Opportunity and Self-Sufficiency Grants	32,385	
a) Community Development Block Grant		
a) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	1938,130	Operations
4. Other income (list below)		
Investment Income	86,134	Operations
Entrepreneurial Activities	18,240	Operations
4. Non-federal sources (list below)		
Total resources	4,920,185	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- G When families are within a certain number of being offered a unit: (state number)
- X When families are within a certain time of being offered a unit: (state time-within 2 months)
- G Other: (describe)

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

- X Criminal or Drug-related activity
- X Rental history
- X Housekeeping
- G Other (describe)

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

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

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

(2)Waiting List Organization

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

- X Community-wide list
- G Sub-jurisdictional lists
- G Site-based waiting lists
- G Other (describe)

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

- X PHA main administrative office
- G PHA development site management office

- X Other (list below)
Mail

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

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

2. **G** Yes **G** 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. **G** Yes **G** 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)?
G PHA main administrative office
G All PHA development management offices
G Management offices at developments with site-based waiting lists
G At the development to which they would like to apply
G 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)

- G** One
X Two
G Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

G 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.

1—— Date and Time

Former Federal preferences:

- 2 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)

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

Pursuant to Notice 2001-4, the following questions have been disregarded. Please see the new Required Attachment A with the new questions.

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

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

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

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

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

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

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

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

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

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

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

B. Section 8

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

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

(1) Eligibility

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

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

- 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)
 - Mail

(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:
 For persons with special needs.

(4) Admissions Preferences

- a. Income targeting

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

3. If the PHA will employ admissions preferences, please prioritize by placing the "1" in 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 (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 Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

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

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

- X Date and time of application
- G 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)

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

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

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

(5) 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)
- G The Section 8 Administrative Plan
 - G Briefing sessions and written materials
 - G Other (list below)
- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
- G Through published notices
 - G 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)

- G 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---

- X 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:

- a. When the family has lost eligibility or is waiting an eligibility determination for a Federal, State, or local assistance program, including a family that includes a member who is a non-citizen lawfully admitted for permanent residence under the immigration and nationality act who would be entitled to public benefits but for title IV of the personal responsibility and work opportunity act of 1996;
- b. When the family would be evicted because it is unable to pay the minimum rent;
- c. When the income of the family has decreased because of changed circumstances, including loss of employment; and
- d. When a death has occurred in the family.

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:

- G For household heads
- G For other family members
- G For transportation expenses
- G For the non-reimbursed medical expenses of non-disabled or non-elderly families
- G Other (describe below)

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

*Anytime a member is added to the unit.

*Anytime a household member has left the unit.

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

4. 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)

The rental value of the unit and operating cost.

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

X \$26-\$50

- b. X Yes G No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)
- a. When the family has lost eligibility or is waiting an eligibility determination for a Federal, State, or local assistance program, including a family that includes a member who is a non-citizen lawfully admitted for permanent residence under the immigration and nationality act who would be entitled to public benefits but for title IV of the personal responsibility and work opportunity act of 1996;
 - b. When the family would be evicted because it is unable to pay the minimum rent;
 - c. When the income of the family has decreased because of changed circumstances, including loss of employment; and
 - d. When a death has occurred in the family.

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. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- X An organization chart showing the PHA's management structure and organization is attached. **Optional Attachment H**
- G A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	440	120
Section 8 Vouchers	334	82
Section 8 Certificates	32	32
Section 8 Mod Rehab	NA	NA
Special Purpose Section	NA	NA

8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)	238	70
Other Federal Programs(list individually)		
Service Coordinator	202	50

C. Management and Maintenance Policies

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

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

- Admissions and Occupancy Policy
- Blood Borne Disease Policy
- Capitalization Policy
- Check Signing Policy
- Community Building Use Policy
- Criminal Policies
- Disaster Response Policy
- Disposition Policy
- Documents Management Policy
- Drug Free Workplace Policy
- Equal Housing Opportunity/Civil Rights Compliance Policy
- Ethics Policy
- Funds Transfer Policy
- Hazardous Material Policy
- Investment Policy
- Maintenance Policy
- Parking Permit Policy
- Procurement Policy
- Tenant Handbook
- Tenant Lease
- Agency Plan

(2) Section 8 Management: (list below)

Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.79 (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.

D. 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:

No additions.

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:

No additions.

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

- PHA main administrative office
- Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan as **Required Attachment B.**

-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 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan as **Optional Attachment I.**

-or-

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

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

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

- G** Yes **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)
 - G** Revitalization Plan under development
 - G** Revitalization Plan submitted, pending approval
 - G** Revitalization Plan approved
 - G** Activities pursuant to an approved Revitalization Plan underway

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy

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

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
	<input type="radio"/> Assessment underway <input type="radio"/> Assessment results submitted to HUD <input type="radio"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="radio"/> Other (explain below)
3. <input type="radio"/> Yes <input type="radio"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
	<input type="radio"/> Conversion Plan in development <input type="radio"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="radio"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="radio"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	
	<input type="radio"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="radio"/> 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 11A: Section 8 only PHAs are not required to complete 11A.

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

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: _____

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

B. Section 8 Tenant Based Assistance

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

G Yes G 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 (l)]

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:

G Yes X 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)

X Client referrals

X Information sharing regarding mutual clients (for rent determinations and otherwise)

G Coordinate the provision of specific social and self-sufficiency services and programs to eligible families

G Jointly administer programs

G Partner to administer a HUD Welfare-to-Work voucher program

G Joint administration of other demonstration program

G 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)

X Public housing rent determination policies

X Public housing admissions policies

X Section 8 admissions policies

G Preference in admission to section 8 for certain public housing families

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

b. Economic and Social self-sufficiency programs

G Yes x 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. **G Yes G 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)

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

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

See **Required Attachment C on Implementation of Public Housing Resident Community Service Requirements.**

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.

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)

- X High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- X High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- X Residents fearful for their safety and/or the safety of their children
- G Observed lower-level crime, vandalism and/or graffiti
- G 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
- G Other (describe below)

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

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

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

Dulhut Village, Huron Village

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)

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

G Other (describe below)

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

Dulhut Village, Huron Village, Gratiot Village

C. Coordination between PHA and the police

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

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

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

Dulhut Village, Huron Village, Gratiot Village

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2001 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

X Yes G No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

X Yes G No: Has the PHA included the PHDEP Plan for FY 2001 in this PHA Plan?

X Yes G No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

See the Required Attachment D on our Pet Policy.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. Yes No: 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.

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

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 Attached at Attachment (File name) _____
 Provided below:
Due to the close proximity of the households and the number of children in the area, the Resident Advisory Board recommended no dogs be allowed in the family sites except those required for assistance to the disabled.
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:
PHA changed its Pet Policy to reflect this request.
- Other: (list below)

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

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: **City of Port Huron**

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)
All needs of families as required have been from the 1990 Census per this plan and may not reflect the actual individual needs in all categories. 2000 Census information was not available yet.

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.

Attachments

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

- Required Attachment A Admissions Policy for Deconcentration/
Revised Questions**
- Required Attachment B FY 2001 Capital Fund Program Annual Statement**
- Required Attachment C Community Service Policy**
- Required Attachment D Pet Policy**
- Required Attachment E Progress Report on Goals & Objectives**
- Required Attachment F Resident Member of the Board**
- Required Attachment G Resident Advisory Board Membership**
- Optional Attachment H PHA Management Organizational Chart**
- Optional Attachment I FY 2001 Capital Fund Program 5 Year Action Plan**
- Optional Attachment J FY 2000 CFP Annual Statement as of 12/31/00**
- Optional Attachment K FY 1999 CFP Annual Statement as of 12/31/00**
- Optional Attachment L FY 1998 CFP Annual Statement as of 12/31/00**
- Optional Attachment M PHDEP Plan for 2001**

REQUIRED ATTACHMENT A

FINAL RULE ON DECONCENTRATION REVISED QUESTIONS PURSUANT TO NOTICE PIH 2001-4

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.

PORT HURON HOUSING COMMISSION'S DECONCENTRATION POLICY:

It is Port Huron Housing Commission's policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminatory manner.

The Port Huron Housing Commission will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each development and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement.

Incentives:

The Port Huron Housing Commission may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development.

Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and nondiscriminatory manner.

REQUIRED ATTACHMENT B

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPHRF)

Part I: Summary

<u>PHA Name:</u> Port Huron Housing Commission		<u>Grant Type and Number:</u> Capital Fund Program Grant # MI28P03950101		<u>Federal FY of Grant:</u> 2001	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision No. <input type="checkbox"/> Performance & Evaluation Report for program Year Ending _____					
Line #	Summary by Development Account	Total Estimated Cost		Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements - Soft Cost	\$104,250		\$0	\$0
	Management Improvements-Hard Cost				
4	1410 Administration	\$88,908		\$0	\$0
5	1411 Audit	\$1,300		\$0	\$0
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$76,000		\$0	\$0
8	1440 Site Acquisition				
9	1450 Site Improvement	\$125,000		\$0	\$0
10	1460 Dwelling Structures	\$365,950		\$0	\$0
11	1465.1 Dwelling Equipment - Non-expendable				
12	1470 Non-dwelling Structures	\$78,531		\$0	\$0
13	1475 Non-dwelling Equipment	\$49,144		\$0	\$0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant (Sum of Lines 1 - 19)	\$889,083		\$0	\$0
	Amount of Line 20 related to LBP Activities				
	Amount of Line 20 Related to Section 504 Compliance				
	Amount of Line 20 Related to Security - Soft Costs				

<u>Line #</u>	<u>Summary by Development Account</u>	<u>Total Estimated Cost</u>		<u>Actual Cost</u>	
		<u>Original</u>	<u>Revised</u>	<u>Obligated</u>	<u>Expended</u>
	<u>Amount of Line 20 Related to Security - Hard Costs</u>	<u>\$48,200</u>		<u>\$0</u>	<u>\$0</u>
	<u>Amount of Line 20 Related to Energy Conservation</u>	<u>\$120,000</u>		<u>\$0</u>	<u>\$0</u>
	<u>Collateralization Expenses or Debt Service</u>				

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor
(CFP/CFPHRF)**

Part II: Supporting Pages

<u>Development Number/Name HA Wide Activities</u>	<u>General Description of Major Work Categories</u>	<u>Dev. Account Number</u>	<u>Quantity</u>	<u>Estimated Cost</u>		<u>Total Actual Cost</u>		<u>Status of Proposed Work</u>
				<u>Original</u>	<u>Revised</u>	<u>Funds Obligated</u>	<u>Funds Expended</u>	
<u>MI 39-1</u>	<u>A. Attic Insulation</u>	<u>1460</u>	<u>100%</u>	<u>\$50,000</u>		<u>\$0</u>	<u>\$0</u>	
	<u>B. Encase</u>	<u>1460</u>	<u>100%</u>	<u>\$50,000</u>		<u>\$0</u>	<u>\$0</u>	
	<u>C. Replace Interior</u>	<u>1460</u>	<u>100%</u>	<u>\$31,800</u>		<u>\$0</u>	<u>\$0</u>	
	<u>D. Site</u>	<u>1450</u>	<u>100%</u>	<u>\$10,000</u>		<u>\$0</u>	<u>\$0</u>	
	<u>E. Community</u>	<u>1470</u>	<u>100%</u>	<u>\$28,531</u>		<u>\$0</u>	<u>\$0</u>	
	<u>F. Preventative</u>	<u>1460</u>	<u>100%</u>	<u>\$66,667</u>		<u>\$0</u>	<u>\$0</u>	
<u>MI 39-2</u>	<u>A. Paint Boiler</u>	<u>1470</u>	<u>100%</u>	<u>\$50,000</u>		<u>\$0</u>	<u>\$0</u>	
	<u>B. Install Additional</u>	<u>1450</u>	<u>100%</u>	<u>\$90,000</u>		<u>\$0</u>	<u>\$0</u>	
	<u>C. Site</u>	<u>1450</u>	<u>100%</u>	<u>\$25,000</u>		<u>\$0</u>	<u>\$0</u>	
<u>MI 39-3</u>	<u>A. Add Attic</u>	<u>1460</u>	<u>100%</u>	<u>\$70,000</u>		<u>\$0</u>	<u>\$0</u>	
	<u>B. Preventative</u>	<u>1460</u>	<u>100%</u>	<u>\$49,283</u>		<u>\$0</u>	<u>\$0</u>	
	<u>C. Egress Window</u>	<u>1460</u>	<u>100%</u>	<u>\$48,200</u>		<u>\$0</u>	<u>\$0</u>	
<u>PHA Wide Fees & Management</u>	<u>A. Administration</u>	<u>1410</u>	<u>100%</u>	<u>\$88,908</u>		<u>\$0</u>	<u>\$0</u>	
	<u>B. Provide A/E</u>	<u>1430</u>	<u>100%</u>	<u>\$51,000</u>		<u>\$0</u>	<u>\$0</u>	
	<u>E. Provide for</u>	<u>1430</u>	<u>100%</u>	<u>\$25,000</u>		<u>\$0</u>	<u>\$0</u>	
	<u>F. Audit</u>	<u>1411</u>	<u>100%</u>	<u>\$1,300</u>		<u>\$0</u>	<u>\$0</u>	
	<u>A. Resident Services</u>	<u>1408</u>	<u>100%</u>	<u>\$24,250</u>		<u>\$0</u>	<u>\$0</u>	
	<u>B. Drug</u>	<u>1408</u>	<u>100%</u>	<u>\$80,000</u>		<u>\$0</u>	<u>\$0</u>	
	<u>C. Mgmt/Maint</u>	<u>1475</u>	<u>100%</u>	<u>\$49,144</u>		<u>\$0</u>	<u>\$0</u>	
	<u>Grand Total</u>			<u>\$889,083</u>		<u>\$0</u>	<u>\$0</u>	

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor
(CFP/CFPRHF)**

Part III: Implementation Schedule

Development Number/Name	Funds Obligated End of Quarter			Funds Expended End of Quarter			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
MI 39-1 Gratiot/Huron	March 31, 2003			March 31, 2004			
MI 39-2 Desmond/Peru	March 31, 2003			March 31, 2004			
MI 39-3 Dulhut	March 31, 2003			March 31, 2004			
PHA Wide	March 31, 2003			March 31, 2004			

REQUIRED ATTACHMENT C

Implementation of Public Housing Resident Community Service Requirements

The Port Huron Housing Commission has included a Community Service Policy in its 2001 Annual Plan to be implemented following approval as follows:

- 4) From our Occupancy List, we will program the computer to print a listing of all units to include member, their age, their disability status and their source of income.
- 5) From this listing, we will identify those members not exempt from the Community Service requirement.
- 6) The Port Huron Housing Commission shall notify all such family members of the community service requirement and of the categories of individuals who are exempt from the requirement. The notification will provide the opportunity for family members to claim and explain an exempt status. The Port Huron Housing Commission shall verify such claims.
- 7) The notification will advise families that their community service obligation will begin upon the date of their first annual reexamination on or after July 1, 2001. For family's paying a flat rent, the obligation begins on the date their annual reexamination would have been effective had an annual reexamination taken place. It will also advise them that failure to comply with the community service requirement will result in ineligibility for continued occupancy at the time of any subsequent annual reexamination.
- 8) We will coordinate with social service agencies, local schools, and the Human Resources Office in identifying a list of volunteer community service positions as well as work with our Resident Action Councils to create positions such as hall monitoring, litter patrols, and supervising and recording volunteers.
- 9) At the resident's reexamination, the Port Huron Housing Commission will provide a list of volunteer opportunities, information about obtaining suitable volunteer positions, and a time sheet with instructions requiring the individual to complete the form and have a supervisor date and sign it for each period of work.
- 10) The Port Huron Housing Commission will also assign the family member to a volunteer coordinator who will assist them in identifying appropriate volunteer positions, meeting their responsibilities, tracking progress monthly, meet with the family member to encourage compliance, and advise the Port Huron Housing Commission 30 days prior to their reexamination if they are in compliance.

- 11) The Port Huron Housing Commission will notify any family member if they have been found to be in non-compliance, their right to the grievance procedure, and their right to enter into an agreement to their opportunity for cure or their lease will not be renewed and will be terminated.

REQUIRED ATTACHMENT D

PET POLICY

The Pet Policy does not apply to animals that are used to assist, support or provide services to persons with disabilities except as noted. The Port Huron Housing Commission will allow for reasonable pet ownership in buildings controlled by the Port Huron Housing Commission under the following provisions:

- 1) Ownership requires pre-approval of the Housing Commission.
- 2) Residents are fully responsible for any and all damages and assume full liability.
- 3) No resident can maintain, own, watch or control any pet without prior approval. Residents must submit an application subject to verification and inspection and pay a \$25.00 non-refundable application processing fee.
- 4) Unclaimed or disapproved pets will be considered a lease violation and grounds for eviction.
- 5) Only one pet per unit will be allowed.
- 6) Only domesticated dogs, cats, birds in cages, and fish or turtles in aquariums will be approved, except for only dogs that assist, support or provide a service to persons with disabilities will be allowed at all sites. All dogs and cats must be licensed by the City of Port Huron if required. All dogs and cats must be neutered/spayed and inoculated as required by local and state laws. License must be attached to and worn by pets at all times. Proof of license must be provided annually at the reexamination.
- 7) No animals may exceed 20 pounds in weight projected to full adult size.
- 8) A maximum deposit of \$150.00 is required not to exceed 1 ½ times the resident's gross rent. This deposit is refundable when the pet or family vacates the unit contingent on damages beyond normal wear and tear.
- 9) A non-refundable \$15.00 monthly nominal fee will be charged to all families with pets living in units designated for families.
- 10) The Housing Commission reserves the right to act to solve any problems such as damages, infestations, exterminations, etc. and charge the resident any and all charges.
- 11) The pet, its living quarters, and surrounding areas must be maintained in a manner to prevent unsanitary conditions. It shall not be left unattended for a period in excess of 24 hours.
- 12) The pet is to be encased or restrained when in public areas. The pet must be accompanied by a person able to control the pet.
- 13) The resident must have on file the name and contact method of the person responsible for the pet in the event of illness, incapacitation or absence of the resident. If this person is not available in these situations, the pet will be removed by the Housing Commission and all costs shall be the responsibility of the resident.
- 14) Three substantiated complaints regarding the pet will result in the owner having to remove the pet from the unit. Failure to comply will be considered a lease violation.

- 15) Pets must be kept in the owner's apartment or on a leash under a person's control at all times w outside (no outdoor cages, pens, coups, houses or runs may be constructed). Pets will be allow designated areas on the grounds of the property. Pet owners must clean up after their pets and the waste.

REQUIRED ATTACHMENT E

PROGRESS REPORT ON 5 YEAR GOALS AND OBJECTIVES

MANAGEMENT GOALS:

4. The Port Huron Housing Commission's overall PHAS score for fiscal year ending was 77.2% a 83% for MASS which qualifies as "Standard" under both categories.
5. Enhancements were made on programming issues for our unit turn around software which will accurate tracking and reporting.
6. We have increased the number of staff and Commissioners being sent to various training sessio throughout this past year and plan to continue this procedure to keep everyone informed and up all regulations.
7. A full preventative maintenance program was put into operation which we feel resulted in all w decreasing by approximately 8%.

MARKETING GOALS:

- 1) The Port Huron Housing Commission obtained a score of 90% in its Resident Survey by scorin a possible 10 points available.
- 2) Under our Capital Fund Program, we have been investing in various landscaping projects and sit which will continue throughout this next year. We have repaired and installed several new walk planted trees and shrubs, and added wood chips under all play areas.
- 3) Our maintenance department now has a regular schedule where employees walk through every repairs which should be made while picking up all trash and litter. During the spring, summer, a months we have contracted with a company which fertilizes all lawns to keep them green while the weeds.

- 4) Our Resident Service Coordinator publishes a newsletter for all residents monthly which highlights programs and activities going on to ensure participation and enlighten residents on the positive being involved with our Housing Commission. The local newspaper also publishes articles on large scale activities such as the National Night Out held in our village and our Neighborhood Street
- 5) Our Housing Specialists participate in Senior Power Day which is held bi-annually where we share highlights of our senior housing and distribute brochures on all programs. Our Resident Service Coordinator also attends many community service events speaking on all programs and services by the Port Huron Housing Commission.

MAINTENANCE GOALS:

- 1) As mentioned under our Management Goals in connection with our PHAS score, we have implemented a full preventative maintenance program which has reduced all work orders thereby causing less disruption in the daily lives of our residents.
- 2) Each month our newsletter contains articles from our Maintenance Supervisor on various subjects including Christmas safety tips concerning fires, reminders to ensure all smoke detectors are installed and recommendations for the purchases of items such as fire extinguishers and carbon monoxide detectors and their values, safety tips for Halloween and checking the children's candy, suggestions to remove items from the curbs following trash pick up to enhance the appearance of their neighborhoods, and other subjects.
- 3) Our City has employed a full time Health and Safety Manager which provides regular training for all maintenance personnel on subjects such as Right to Know (MSDS), Personal Protective Equipment, Flammable Materials Basic Safety, CDL Drivers Testing, Back Safety, etc. We have also had safety checks on all equipment and purchased and installed various safety devices where recommended.

REQUIRED ATTACHMENT F

RESIDENT MEMBER OF THE PHA GOVERNING BOARD

The Port Huron Housing Commission currently has the following resident serving on our Board of Cc

NAME: William E. Smith
Resident of Desmond Village
721 Pine Street, Unit H-1
Port Huron MI 48060

METHOD OF SELECTION: Appointed by the City Manager.

TERM: Appointed: December, 1996
Term Expires:December, 2001

REQUIRED ATTACHMENT G

RESIDENT ADVISORY BOARD MEMBERSHIP

The following residents are currently serving on our Resident Advisory Board:

Representative of Dulhut Village:	Nancy Kuechen
Representative of Desmond Village:	Rosemary Hamilton
Representative of Huron Village:	Donna Mitchell
Representative of Peru Village:	Peryl Kennedy
Representative of Gratiot Village:	Minnie McDowell
Representative of Section 8 Program:	Fred Goodwin

The Port Huron Housing Commission advertising periodically in its newsletter for residents interested in this board or any of our resident councils. The Resident Advisory Board is often discussed at Resident Council meetings explaining their purpose and trying to solicit members. The above representatives were chosen by Housing Specialists in each village and recommended to our Housing Director. They were then contacted and asked to serve. Upon their acceptance, they are placed on the board. The Port Huron Housing Commission continues to seek membership on this board.

OPTIONAL ATTACHMENT H

ORGANIZATIONAL CHART

Board of Commissioners			
Executive Director			
			***** Secretary
Deputy Director			
Maintenance Supervisor	Office Manager	Section 8 Housing Manager	Modernization Coordinator
Maintenance Staff	Housing Specialists	Section 8 Housing Specialists	Modernization Inspector
Maintenance Clerks	Housing Clerks	Section 8 Clerk	Modernization Procurement
Inventory	Section 8 Accounting	Section 8 New Construction	Program Administrative Operations
Procurement	Public Housing Accounting	Section 8 Accounting	

	Modernization Program Accounting		
	Resident Service Specialist		

OPTIONAL ATTACHMENT I

Capital Fund Program Five-Year Action Plan

Part I: Summary

HA Name: Port Huron Housing Commission		Locality: (City/County & State) Port Huron, St. Clair, Michigan			(X) Original () Revision No.: ____
A. Development Number/ Name	Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002	Work Statement for Year 3 FFY: 2003	Work Statement for Year 4 FFY: 2004	Work Statement for Year 5 FFY: 2005
MI 39-1 Gratiot/Huron	\$236,998	\$46,000	\$289,144	\$270,000	\$90,000
MI 39-2 Desmond/Peru	\$165,000	\$211,675	\$100,000	\$130,000	\$290,000
MI 39-3 Dulhut	\$151,533	\$325,000	\$202,781	\$190,082	\$221,925
B. Physical Improvements Subtotal	\$553,531	\$582,675	\$591,925	\$590,082	\$601,925
C. Management Improvements	\$104,250	\$104,250	\$105,000	\$96,843	\$95,000

D. HA Wide Non Dwelling Structures and Equipment	\$49,144	\$20,000	\$10,000	\$20,000	\$10,000
E. Administration	\$87,136	\$87,136	\$87,136	\$87,136	\$87,136
F. Other	\$77,300	\$77,300	\$77,300	\$77,300	\$77,300
G. Operations					
H. Demolition					
I. Replacement Reserve					
J. Mod Used for Development					
K. Total Capital Funds	\$871,361	\$871,361	\$871,361	\$871,361	\$871,361
L. Total Non-Capital Funds					
M. Grand Total	\$871,361	\$871,361	\$871,361	\$871,361	\$871,361

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

PHA Name: Port Huron Housing Commission		
Development Name/Number: MI 39-1 Gratiot/Huron Villages	Estimated Cost	Planned Start Date (HA Fiscal Year)
Year 2:		
Community Building Repair (Carpet/Tile)	\$6,000	06/30/03
Preventative Maintenance	40,000	06/30/03
Year 3:		
Replace Perimeter Fencing	40,000	06/30/04
Exterior Paint/Trim	79,144	06/30/04
Preventative Maintenance	50,000	06/30/04

Site Improvements	120,000	06/30/04
Year 4:		
Soffit/Overhang Replacement	50,000	06/30/05
Furnace Replacement	200,000	06/30/05
Preventative Maintenance	20,000	06/30/05
Year 5:		
Replace Fencing Surrounding Air Conditioning	10,000	06/30/06
Preventative Maintenance	40,000	06/30/06
Add Additional Parking	30,000	06/30/06
Sidewalk Replacement	10,000	06/30/06
Total Estimated Cost Over Next 5 Years	\$695,144	

**Capital Fund Program
Five-Year Action Plan**

Part II: Supporting Pages - Work Activities

PHA Name: Port Huron Housing Commission		
Development Name/Number: MI 39-2 Desmond/Peru Villages	Estimated Cost	Planned Start Date (HA Fiscal Year)
Year 2:		
Sidewalk Replacement	\$55,193	06/30/03
Replace Soffit, Gutters, Exterior Paint	75,544	06/30/03
Exit Door Repair/Replacement	80,938	06/30/03
Year 3:		
Bathroom Renovations (Vanity, Toilets, Tile)	100,000	06/30/04

Year 4:		
Replace Carpet Interior Hallways	100,000	06/30/05
Community Building Renovations	10,000	06/30/05
Preventative Maintenance Program	20,000	06/30/05
Year 5:		
Replacement of Roofing (Including Management Office)	180,000	06/30/06
Interior Hall Door Replacement	60,000	06/30/06
Preventative Maintenance	40,000	06/30/06
Sidewalk Replacement	10,000	06/30/06
Total Estimated Cost Over Next 5 Years	\$731,675	

**Capital Fund Program
Five-Year Action Plan**

Part II: Supporting Pages - Work Activities

PHA Name: Port Huron Housing Commission		
Development Name/Number: MI 39-3 Dulhut Village	Estimated Cost	Planned Start Date (HA Fiscal Year)
Year 2:		
Window Replacement	\$300,000	06/30/03
Preventative Maintenance	25,000	06/30/03
Year 3:		

Site Improvements	152,781	06/30/04
Preventative Maintenance	50,000	06/30/04
Year 4:		
Gutter/ Down spout/ Overhang Replacement	41,000	06/30/05
Floor Tile Replacement	60,000	06/30/05
Sidewalk Replacement	10,000	06/30/05
Resurface Basketball Courts	10,000	06/30/05
Replace Exterior & Storm Doors	40,000	06/30/05
Preventative Maintenance	29,082	06/30/05
Year 5:		
Cabinet/ Counter-top Replacement	180,000	06/30/06
Preventative Maintenance	41,925	06/30/06
Total Estimated Cost Over Next 5 Years	\$939,788	

**Capital Fund Program
Five-Year Action Plan**

Part II: Supporting Pages - Work Activities

PHA Name: Port Huron Housing Commission		
Development Name/Number: MI 39 PHA Wide	Estimated Cost	Planned Start Date (HA Fiscal Year)
Year 2:		
Drug Intervention/Prevention (Contracts for Police & CHR)	\$80,000	06/30/03
Management/Maintenance Equipment	20,000	06/30/03
Resident Service Programs	24,250	06/30/03

Administration Staff Salaries	87,136	06/30/03
Inspection of Work	25,000	06/30/03
Provide A/E Design	51,000	06/30/03
Audit	1,300	06/30/03
Year 3:		
Drug Intervention/Prevention (Contracts for Police & CHR)	\$80,000	06/30/04
Management/Maintenance Equipment	10,000	06/30/04
Resident Service Programs	24,250	06/30/04
Administration Staff Salaries	87,136	06/30/04
Inspection of Work	25,000	06/30/04
Provide A/E Design	51,000	06/30/04
Audit	1,300	06/30/04
Year 4:		
Drug Intervention/Prevention (Contracts for Police & CHR)	\$80,000	06/30/05
Management/Maintenance Equipment	20,000	06/30/05
Resident Service Programs	16,843	06/30/05
Administration Staff Salaries	87,136	06/30/05
Inspection of Work	25,000	06/30/05
Provide A/E Design	51,000	06/30/05
Audit	1,300	06/30/05
Year 5:		
Drug Intervention/Prevention (Contracts for Police & CHR)	\$80,000	06/30/06
Management/Maintenance Equipment	10,000	06/30/06
Resident Service Programs	15,000	06/30/06
Administration Staff Salaries	87,136	06/30/06
Inspection of Work	25,000	06/30/06
Provide A/E Design	51,000	06/30/06
Audit	1,300	06/30/06
Total Estimated Cost Over Next 5 Years	\$528,631	

OPTIONAL ATTACHMENT J

FY 2000 CFP ANNUAL STATEMENT AS OF DECEMBER 31, 2000

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPHRF)

Part I: Summary

PHA Name: Port Huron Housing Commission		Grant Type and Number: Capital Fund Program Grant # MI28P03950100		Federal FY of Grant: 2000	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision No. ___ <input checked="" type="checkbox"/> (X) Performance & Evaluation Report for program Year Ending <u>12/31/00</u>					
Line #	Summary by Development Account	Total Estimated Cost		Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements - Soft Cost	\$36,843	\$67,850	\$0	\$0
	Management Improvements-Hard Cost				
4	1410 Administration	\$71,120	\$87,136	\$0	\$0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$77,300	\$77,300	\$114	\$114
8	1440 Site Acquisition				
9	1450 Site Improvement	\$100,938	\$244,075	\$0	\$0
10	1460 Dwelling Structures	\$225,000	\$215,000	\$748	\$748
11	1465.1 Dwelling Equipment - Non-expendable	\$140,000	\$120,000	\$0	\$0
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	\$60,000	\$60,000	\$0	\$0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant (Sum of Lines 1 - 19)	\$711,201	\$871,361	\$862	\$862
	Amount of Line 20 related to LBP Activities				
	Amount of Line 20 Related to Section 504 Compliance				
	Amount of Line 20 Related to Security - Soft Costs				
	Amount of Line 20 Related to Security - Hard Costs				
	Amount of Line 20 Related to Energy Conservation	\$140,000	\$140,000	\$0	\$0
	Collateralization Expenses or Debt Service				

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPHRF)**

Part II: Supporting Pages

Development Number/Name HA Wide Activities	General Description of Major Work Categories	Dev. Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds	Funds	
MI 39-1	A. Preventative	1460	100%	\$10,000	\$10,000	\$0	\$0	
	B. Paint Exterior	1460	100%	\$10,000	\$10,000	\$0	\$0	
	C. Site	1450	70%	\$20,000	\$20,000	\$0	\$0	
	D. Replace Sidewalks	1450	50%	\$40,000	\$20,000	\$0	\$0	
	E. Resurface Parking	1450	100	\$0	\$51,202	\$0	\$0	
MI 39-2	A. Replace	1465.1	206 Units	\$140,000	\$120,00	\$0	\$0	
	B. Carpet Interior Units	1460	206 Units	\$125,000	\$105,00	\$748	\$748	
	C. Replace Kitchen Tile	1460	206 Units	\$50,000	\$40,000	\$0	\$0	
	D. Preventative	1460	100%	\$10,000	\$10,000	\$0	\$0	
	E. Replace Sidewalks	1450	50%	\$10,000	\$10,000	\$0	\$0	
	F. Resurface Parking	1450	100%	\$0	\$43,947	\$0	\$0	
	G. Sewer Separation	1450	100%	\$0	\$50,000	\$0	\$0	
MI 39-3	A. Preventative	1460	100%	\$20,000	\$20,000	\$0	\$0	
	B. Site	1450	100%	\$30,938	\$20,000	\$0	\$0	
	C. Resurface Parking	1450	100%	\$0	\$28,926	\$0	\$0	
PHA Wide	A. Administration Staff	1410	100%	\$71,120	\$87,136	\$0	\$0	
Fees & Costs	A. Provide A/E Design	1430	100%	\$51,000	\$51,000	\$0	\$0	
	B. Inspection of Work	1430	100%	\$25,000	\$25,000	\$114	\$114	
	C. Audit	1430	100%	\$1,300	\$1,300	\$0	\$0	
Management	A. Funding for DEP	1408	100%	\$21,843	\$67,850	\$0	\$0	
	B. Maint & Mgmt	1475	100%	\$60,000	\$60,000	\$0	\$0	
	C. Resident Service	1408	100%	\$15,000	\$0	\$0	\$0	
	D. Preventative	1460	100%	\$0	\$20,000	\$0	\$0	
Grand Total				<u>\$711,201</u>	<u>\$871.36</u>	<u>\$862</u>	<u>\$862</u>	

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

Development Number/Name	Funds Obligated End of Quarter			Funds Expended End of Quarter			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
MI 39-1 Gratiot/Huron	March 31, 2002			March 31, 2003			
MI 39-2 Desmond/Peru	March 31, 2002			March 31, 2003			
MI 39-3 Dulhut	March 31, 2002			March 31, 2003			
PHA Wide	March 31, 2002			March 31, 2003			

OPTIONAL ATTACHMENT K

FY 1999 CFP ANNUAL STATEMENT AS OF DECEMBER 31, 2000

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPHRF)**

Part I: Summary

PHA Name: Port Huron Housing Commission		Grant Type and Number: Capital Fund Program Grant # MI28P03970799			Federal FY of Grant: 1999
() Original Annual Statement () Reserve for Disasters/Emergencies () Revised Annual Statement/Revision No. ___ (X) Performance & Evaluation Report for program Year Ending <u>12/31/00</u>					
Line #	Summary by Development Account	Total Estimated Cost		Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements - Soft Cost	\$31,843	\$31,843	\$0	\$0
	Management Improvements-Hard Cost				
4	1410 Administration	\$71,120	\$71,120	\$71,120	\$71,120
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$77,300	\$77,300	\$49,644	\$49,644
8	1440 Site Acquisition				
9	1450 Site Improvement	\$102,500	\$107,500	\$36,765	\$21,765
10	1460 Dwelling Structures	\$219,500	\$239,500	\$141,407	\$61,232
11	1465.1 Dwelling Equipment - Non-expendable				
12	1470 Non-dwelling Structures	\$88,938	\$88,938	\$2,983	\$2,983
13	1475 Non-dwelling Equipment	\$120,000	\$95,000	\$65,000	\$0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant (Sum of Lines 1 - 19)	\$711,201	\$711,201	\$366,920	\$206,745

Line #	Summary by Development Account	Total Estimated Cost		Actual Cost	
		Original	Revised	Obligated	Expended
	Amount of Line 20 related to LBP Activities				
	Amount of Line 20 Related to Section 504 Compliance				
	Amount of Line 20 Related to Security - Soft Costs				
	Amount of Line 20 Related to Security - Hard Costs	\$108,000	\$108,000		
	Amount of Line 20 Related to Energy Conservation	\$90,000	\$90,000	\$2,983	\$2,983
	Collateralization Expenses or Debt Service				

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPHRF)**

Part II: Supporting Pages

Development Number/Name HA Wide Activities	General Description of Major Work Categories	Dev. Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds	Funds	
MI 39-1	A. Reconstruct Porches	1460	100%	\$30,500	\$30,500	\$0	\$0	Moved from
	B. Trash Bins	1450	100%	\$35,000	\$30,000	\$0	\$0	
	C. Resurface Parking	1450	100%	\$60,000	\$55,000	\$0	\$0	
	D. Egress Window	1460	100%	\$108,000	\$103,000	\$0	\$0	
	E. Gratiot Storm Sewer	1450	100	\$0	\$15,000	\$15,000	\$0	
MI 39-2	A. Trash Enclosure	1450	50%	\$7,500	\$7,500	\$0	\$0	
	B. Water Heater	1475	50%	\$90,000	\$65,000	\$65,000	\$0	
	C. Community Building	1460	1460	\$81,000	\$31,000	\$31,000	\$0	
	D. Management Office	1470	100%	\$66,938	\$55,011	\$0	\$0	
	E. Replace Sidewalks	1450	50%	\$10,000	\$10,000	\$0	\$0	
	F. Management Office	1450	100%	\$0	\$11,927	\$13,183	\$13,183	
MI 39-3	A. Community Building	1470	100%	\$22,000	\$22,000	\$2,983	\$2,983	
	B. Preventative	1460	100%	\$0	\$75,000	\$110,400	\$61,232	
	C. Trash Enclosures	1450	100%	\$0	\$0	\$8,582	\$8,582	
PHA Wide	A. Administration Staff	1410	100%	\$71,120	\$71,120	\$71,120	\$71,120	
Fees & Costs	A. Provide A/E Design	1430	100%	\$51,000	\$43,389	\$43,389	\$43,389	
	B. Inspection of Work	1430	100%	\$25,000	\$6,255	\$6,255	\$6,255	
	C. Audit	1430	100%	\$1,300	\$0	\$0	\$0	
Management	A. Funding for	1408	100%	\$21,843	\$21,843	\$0	\$0	
	B. Maint & Mgmt	1475	100%	\$30,000	\$30,000	\$0	\$0	
	C. Resident Service	1408	100%	\$10,000	\$10,000	\$0	\$0	
Grand Total				<u>\$711,201</u>	<u>\$711,200</u>	<u>\$366,920</u>	<u>\$206,740</u>	

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

Part III: Implementation Schedule

Development Number/Name	Funds Obligated End of Quarter			Funds Expended End of Quarter			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
MI 39-1 Gratiot/Huron	March 31, 2001			March 31, 2002			
MI 39-2 Desmond/Peru	March 31, 2001			March 31, 2002			
MI 39-3 Dulhut	March 31, 2001			March 31, 2002			
PHA Wide	March 31, 2001			March 31, 2002			

OPTIONAL ATTACHMENT L

FY 1998 CFP ANNUAL STATEMENT AS OF DECEMBER 31, 2000

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPHRF)

Part I: Summary

PHA Name: Port Huron Housing Commission		Grant Type and Number: Capital Fund Program Grant # MI28P03970798			Federal FY of Grant: 1998
() Original Annual Statement () Reserve for Disasters/Emergencies () Revised Annual Statement/Revision No. __ (X) Performance & Evaluation Report for program Year Ending <u>12/31/00</u>					
Line #	Summary by Development Account	Total Estimated Cost		Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements - Soft Cost	\$31,843	\$24,000	\$14,231	\$14,231
	Management Improvements-Hard Cost				
4	1410 Administration	\$62,120	\$62,120	\$62,120	\$62,120
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$77,300	\$65,000	\$64,953	\$64,953
8	1440 Site Acquisition				
9	1450 Site Improvement	\$0	\$39,000	\$62,240	\$53,736
10	1460 Dwelling Structures	\$420,000	\$326,143	\$327,404	\$293,262
11	1465.1 Dwelling Equipment - Non-expendable				
12	1470 Non-dwelling Structures	\$0	\$50,000	\$47,343	\$47,343
13	1475 Non-dwelling Equipment	\$30,000	\$55,000	\$42,972	\$42,972
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant (Sum of Lines 1 - 19)	\$621,263	\$621,263	\$621,263	\$578,617
	Amount of Line 20 related to LBP Activities				
	Amount of Line 20 Related to Section 504 Compliance				
	Amount of Line 20 Related to Security - Soft Costs				

Line #	Summary by Development Account	Total Estimated Cost		Actual Cost	
		Original	Revised	Obligated	Expended
	Amount of Line 20 Related to Security - Hard Costs	\$0	\$0	\$5,000	\$5,000
	Amount of Line 20 Related to Energy Conservation	\$170,000	\$130,000	\$119,680	\$109,179
	Collateralization Expenses or Debt Service				

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPHRF)**

Part II: Supporting Pages

Development Number/Name HA Wide Activities	General Description of Major Work Categories	Dev. Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds	Funds	
MI 39-1	A. Community Building	1470	100%	\$0	\$5,000	\$5,000	\$5,000	Finished
	B. Preventative	1460	100%	\$0	\$0	\$7,216	\$7,216	
MI 39-2	A. Replace 2 Portable	1460	100%	\$100,000	\$51,143	\$45,359	\$45,359	
	B. Management Office	1470	100%	\$0	\$45,000	\$42,343	\$42,343	
	C. Replace Boiler Room	1460	100%	\$0	\$10,000	\$12,899	\$12,899	
	D. Landscaping Circle	1450	100%	\$0	\$0	\$15,615	\$14,955	
	E. Clean Air Make-Up	1460	100%	\$0	\$0	\$6,000	\$6,000	
MI 39-3	A. Replace Furnaces	1460	120Units	\$170,000	\$130,000	\$119,68	\$109,17	
	B. Replace Roofs	1460	23 Bldgs	\$150,000	\$135,000	\$136,25	\$112,60	
	C. Landscaping	1450	30%	\$0	\$33,000	\$32,095	\$28,076	
	D. Sidewalk Renovations	1450	100%	\$0	\$6,000	\$14,530	\$10,705	
PHA Wide	A. Administration Staff	1410	100%	\$62,120	\$62,120	\$62,120	\$62,120	
Fees & Costs	A. Provide A/E Design	1430	100%	\$51,000	\$51,600	\$51,528	\$51,528	
	B. Inspection of Work	1430	100%	\$25,000	\$12,300	\$12,349	\$12,349	
	C. Audit	1430	100%	\$1,300	\$1,100	\$1,076	\$1,076	
Management	A. Funding for DEP	1408	100%	\$21,843	\$14,000	\$13,969	\$13,969	
	B. Maint & Mgmt	1475	100%	\$30,000	\$55,000	\$42,972	\$42,972	
	C. Resident Service	1408	100%	\$10,000	\$10,000	\$262	\$262	
Grand Total				<u>\$621,263</u>	<u>\$621,263</u>	<u>\$621,26</u>	<u>\$578,61</u>	

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

Part III: Implementation Schedule

Development Number/Name	Funds Obligated End of Quarter			Funds Expended End of Quarter			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
MI 39-1 Gratiot/Huron	March 31, 2000	September 30, 2000		March 31, 2001			
MI 39-2 Desmond/Peru	March 31, 2000	September 30, 2000		March 31, 2001			
MI 39-3 Dulhut	March 31, 2000	September 30, 2000		March 31, 2001			
PHA Wide	March 31, 2000	September 30, 2000		March 31, 2001			

OPTIONAL ATTACHMENT M

Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

Section 1: General Information/History

A. Amount of PHDEP Grant: \$108,104

B. Eligibility type (Indicate with an "X") N1 _____ N2 _____ R X _____

C. FFY in which funding is requested: 2001

D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

The Drug Elimination Program of the Port Huron Housing Commission will be used to run our Reinve Center and the programs which are ran from its location. The programs to be ran or funded include bu opportunities, skill training, girl scouts and boy scouts, parenting programs, support groups, and many activities. By providing training and mentorship, we hope to reduce or prevent the dependancy on drug alcohol.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas	Total # of Units within the	Total Population to be Served
Dulhut Village	120	316
Huron Village	59	195
Gratiot Village	59	168

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an "x" to indicate the length of program by # of months. For "Other", identify the # of months).

6 Months _____ 12 Months X _____ 18 Months _____ 24 Months _____ Other _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	\$220,000	MI28DEP0390195	-0-	N/A	Completed
FY 1996	\$220,000	MI28DEP0390196	-0-	N/A	Completed
FY 1997	\$132,000	MI28DEP0390197	-0-	N/A	Completed
FY 1998	\$132,000	MI28DEP0390198	-0-	N/A	Completed
FY 1999	\$96,774	MI28DEP0390199	-0-	N/A	Completed
FY 2000	\$100,858	MI28DEP0390100	-0-	N/A	12/31/01

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

The Port Huron Housing Commission’s goals for the Drug Elimination Program are to provide training, mentorship to our residents to either prevent or reduce drug and alcohol dependency. To obtain this goal we plan to provide many mentorship programs such as Girl Scouts, Boy Scouts, Parenting Classes and Recreational activities as well as provide for business opportunities and skill training through employment in our program. We plan to monitor and evaluate the success of each program by the number of participants and our residents’ responses.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY __2001__ PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	\$40,000
9170 - Drug Intervention	\$43,623
9180 - Drug Treatment	
9190 - Other Program Costs	\$24,481
TOTAL PHDEP FUNDING	\$108,104

A. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement						Total PHDEP Funding:	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9120 - Security Personnel						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							

3.							
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9130 - Employment of Investigators						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9140 - Voluntary Tenant Patrol						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 - Drug Prevention						Total PHDEP Funding: \$40,000	
Goal(s)		Train residents with skills to become employed and self sufficient.					
Objectives		Hire and train residents to work in our Reinvestment Center.					
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.Business Opportunities/ Entrepreneurship	5	511	Jan. 2002	Dec. 2002	\$26,600	-0-	Advancement of employees
2.Skill Training/Mentorship	2	511	Jan 2002	Dec. 2002	\$13,400	-0-	Number of residents becoming and staying employed.
3.							

9170 - Drug Intervention						Total PHDEP Funding: \$43,623	
Goal(s)		Keep children from becoming dependent on drugs or alcohol.					
Objectives		Provide activities and mentorship to set good examples.					
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.Girl/Boy Scouts	60	356	Jan. 2002	Dec. 2002	\$20,000	-0-	Active participants.
2.Parenting programs	40	323	Jan. 2002	Dec. 2002	\$5,000	-0-	Active participants.
3.Support Groups/Recreation Activities	150	679	Jan. 2002	Dec. 2002	\$18,623	-0-	Active participants, events held.

9180 - Drug Treatment						Total PHDEP Funding: \$	
Goal(s)							
Objectives							

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs						Total PHDEP Funds: \$24,481	
Goal(s)			Provide for programs and communication with residents.				
Objectives			Fund necessary operating expenses for Reinvestment Center which houses programs.				
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.Reinvestment Center expenses and Newsletter			Jan. 2002	Dec. 2002	\$24,481	0	Use of center.
2.							
3.							

Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110				
9120				
9130				
9140				
9150				
9160	Activity 1,2-100%	\$40,000	Activity 1,2-100%	\$40,000
9170	Activity 1,2,3-100%	\$43,623	Activity 1,2,3-100%	\$43,623
9180				
9190	Activity 1-100%	\$24,481	Activity 1-100%	\$24,481
TOTAL		\$108,104		\$108,104

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included
Certifications of Compliance with the PHA Plan and Related Regulations.”