

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

PHA Plans

5 Year Plan for Fiscal Years 2002 - 2006
Annual Plan for Fiscal Year 2002

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

**PHA Plan
Agency Identification**

**PHA Name: Housing and Redevelopment Authority of Hibbing,
MN.**

PHA Number: MN 004

PHA Fiscal Year Beginning: (mm/yyyy) 10/2002

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2002 - 2006
[24 CFR Part 903.5]

A. Mission

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

The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

_____ The PHA's mission is: (state mission here)

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. PHA Goal: Expand the supply of assisted housing

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

Objectives:

- _____ Apply for additional rental vouchers:
- Reduce public housing vacancies:
- _____ Leverage private or other public funds to create additional housing opportunities:
- _____ Acquire or build units or developments
- _____ Other (list below)

PHA Goal: Improve the quality of assisted housing

Objectives:

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

- _____ Other: (list below)

_____ PHA Goal: Increase assisted housing choices

Objectives:

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

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

PHA Goal: Provide an improved living environment

Objectives:

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

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

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

Objectives:

- _____ Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- _____ Other: (list below)

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:

Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:

Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

Other: (list below)

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2002
[24 CFR Part 903.7]

Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

High Performing PHA

Small Agency (<250 Public Housing Units)

Administering Section 8 Only

Troubled Agency Plan

Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Hibbing HRA strives to provide housing and supportive services for its low income and senior families at all of its apartment complex locations. Housing is as much about people as it is about the physical aspects of shelter.

By focusing on a well developed Five Year Plan of modernization, and a continuing evolution of supportive services through the Family Investment Center and expansion of services for the frail elderly via the Assisted Living Program, the HRA will meet these goals.

Solving a unit vacancy and unit turnaround problem that has plagued the HRA for the past few years will be a significant success for the HRA. We will work closely with the college to help supplement housing needs for students attending their institutions.

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.

Admissions Policy for Deconcentration
 FY 2002 Capital Fund Program Annual Statement
n/a ___ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2002 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (attached)
- 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 |
| | | |

| 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 |
| | Section 8 Administrative Plan | Annual Plan: Eligibility, Selection, and Admissions Policies |
| x | Public Housing Deconcentration and Income Mixing Documentation: 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 18. 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 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 check here if included in the public housing | Annual Plan: Rent Determination |

| Applicable & On Display | Supporting Document | Applicable Plan Component |
|-------------------------|---|---|
| | A & O Policy | |
| | Section 8 rent determination (payment standard) policies 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 check here if included in the public housing A & O Policy | Annual Plan: Grievance Procedures |
| | Section 8 informal review and hearing procedures 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 revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act | Annual Plan: Conversion of Public Housing |
| | Approved or submitted public housing homeownership programs/plans | Annual Plan: Homeownership |
| | Policies governing any Section 8 Homeownership program check here if included in the Section 8 Administrative Plan | Annual Plan: Homeownership |
| x | 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 |

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

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

The waiting list of the HRA indicates that there is a continuing need for one bedroom units at this time. Although there is no site based waiting lists for our complexes, applicants do request units at specific complexes for a number of reasons. Seniors generally note individual preferences for complexes MN 004-002 and 006. These are two highly marketable properties. Student applicants prefer complex MN 004-004 due to its proximity to the local Community College. Family applicants generally prefer the complex MN 004-001 over 004.

The numbers indicated by our waiting list are as follows:

One bed room units – 6 on waiting list.

Two bed room units - 2 on waiting list.

Three bed room units - 3 on waiting list.

Supportive Services are being provided to families through the HRA's Family Investment Center Program. Supportive Services

are being provided to seniors through the HRA's Senior Service Coordinator and Assisted Living Program.

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 being "no impact" and 5 being

Housing Needs of Families in the Jurisdiction by Family Type

| Family Type | Overall | Afford-ability | Supply | Quality | Access-ibility | 2.Size | Loca-tion |
|------------------------------|---------|----------------|--------|---------|----------------|--------|-----------|
| Income <= 30% of AMI | 2720 | 5 | 1 | 1 | n/a | 1 | 1 |
| Income >30% but <=50% of AMI | 1638 | 4 | 1 | 1 | n/a | 1 | 1 |
| Income >50% but <80% of AMI | 1356 | 3 | 1 | 1 | n/a | 1 | 1 |
| Elderly | 2505 | 4 | 1 | 1 | n/a | 1 | 1 |
| Families with Disabilities | n/a | n/a | n/a | n/a | n/a | n/a | n/a |
| Race/Ethnicity | 8 | 4 | 1 | 1 | n/a | 1 | 1 |
| Race/Ethnicity | 19 | 4 | 1 | 1 | n/a | 1 | 1 |
| Race/Ethnicity | 124 | 4 | 1 | 1 | n/a | 1 | 1 |
| Race/Ethnicity | 8 | 4 | 1 | 1 | n/a | 1 | 1 |

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: _____
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year: _____
- Other housing market study
Indicate year: _____
- Other sources: (list and indicate year of information)

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

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

| Housing Needs of Families on the Waiting List |
|---|
| Waiting list type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing |

| Housing Needs of Families on the Waiting List | | | |
|---|---------------|---------------------|-----------------|
| ___ 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 | 11 | | 115 |
| Extremely low income <=30% AMI | 11 | 100 | |
| Very low income (>30% but <=50% AMI) | | | |
| Low income (>50% but <80% AMI) | | | |
| Families with children | 6 | 10 | |
| Elderly families | 5 | 90 | |
| Families with Disabilities | | | |
| Race/ethnicity | | | |
| Characteristics by Bedroom Size (Public Housing | | | |

| | | | |
|---|---|----|----|
| Only) | | | |
| 1BR | 6 | 90 | 30 |
| 2 BR | 2 | | |
| 3 BR | 3 | 10 | 31 |
| 4 BR | | | |
| 5 BR | | | |
| 5+ BR | | | |
| <p>Is the waiting list closed (select one)? No</p> <p>If yes:</p> <p>B. How long has it been closed (# of months)?</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? No Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No 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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

B. Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

[Empty form area for selecting applicable options]

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

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

| Financial Resources: Planned Sources and Uses | | |
|---|-------------------|----------------------|
| Sources | Planned \$ | Planned Uses |
| 1. Federal Grants (FY 2000 grants) | | |
| a) Public Housing Operating Fund | 566,368 | Operations (Subsidy) |
| b) Public Housing Capital Fund | 497,153 | Capital Imp. |
| c) HOPE VI Revitalization | | |
| d) HOPE VI Demolition | | |
| e) Annual Contributions for Section 8 Tenant-Based Assistance | | |
| f) Public Housing Drug Elimination Program (including any Technical Assistance funds) | | |
| g) Resident Opportunity and Self-Sufficiency Grants | | |
| h) Community Development Block Grant | | |
| i) HOME | | |
| Other Federal Grants (list below) | | |
| | | |
| 2. Prior Year Federal Grants (unobligated funds only) (list below) | | |
| | | |
| | | |
| | | |
| 3. Public Housing Dwelling Rental Income | 553,460 | Operations |
| | | |
| | | |
| 4. Other income (list below) | | |
| | | |

| Sources | Planned \$ | Planned Uses |
|--|------------|--------------|
| | | |
| 4. Non-federal sources (list below) | 50,000 | Capital Imp. |
| HRA Tax Levy | | |
| | | |
| | | |
| Total resources | 1,666,981 | |
| | | |
| | | |

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

When families are within a certain number of being offered a unit: (state number) 2

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

Other: (describe)

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

Criminal or Drug-related activity

Rental history

Housekeeping

Other (describe)

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

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

(2)Waiting List Organization

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

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

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

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

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

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

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

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

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

- PHA main administrative office

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

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

a. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

A preference shall be granted to qualified applicants that are at risk of nursing home placement and are eligible for the Assisted Living Program at Project MN 004-006, Seventh Avenue Apartments and are willing to participate in the Assisted Living Program at that complex. (The HRA, St. Louis County and a Licensed Health Care Provider participate in an Assisted Living Program at Project MN 004-006, Seventh Avenue Apartments.)

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:

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

Other preferences (select all that apply)

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

 1 Other preference(s) (list below)

A preference shall be granted to qualified applicants that are at risk of nursing home placement and are eligible for the Assisted Living Program at Project MN 004-006, Seventh Avenue Apartments and are willing to participate in the Assisted Living Program at that complex. (The HRA, St. Louis County and a Licensed Health Care Provider participate in an Assisted Living Program at Project MN 004-006, Seventh Avenue Apartments.)

4. Relationship of preferences to income targeting requirements:

 n/a The PHA applies preferences within income tiers

Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

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

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

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

- Adoption of site-based waiting lists
- If selected, list targeted developments below:

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

_____ Employing new admission preferences at targeted developments
If selected, list targeted developments below:

_____ Other (list policies and developments targeted below)

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

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

_____ Additional affirmative marketing

_____ Actions to improve the marketability of certain developments

_____ Adoption or adjustment of ceiling rents for certain developments

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

_____ Other (list below)

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

Not applicable: results of analysis did not indicate a need for such efforts

_____ List (any applicable) developments below:

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

Not applicable: results of analysis did not indicate a need for such efforts

_____ List (any applicable) developments below:

B. Section 8

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

(1) Eligibility

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).

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

Criminal or drug-related activity only to the extent required by law or regulation

Criminal and drug-related activity, more extensively than required by law or regulation

More general screening than criminal and drug-related activity (list factors below)

Other (list below)

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

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

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

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

Criminal or drug-related activity

Other (describe below)

(2) Waiting List Organization

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

None

Federal public housing

Federal moderate rehabilitation

Federal project-based certificate program

Other federal or local program (list below)

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

PHA main administrative office

_____ Other (list below)

(3) Search Time

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

If yes, state circumstances below:

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

- Date and time of application
- Drawing (lottery) or other random choice technique

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
 Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

a. 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:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

For certain size units; e.g., larger bedroom sizes

Other (list below)

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
- Other (list below)

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

(2) Flat Rents

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

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper

- Survey of similar unassisted units in the neighborhood
- Other (list/describe below) The HRA Board has chosen to use Ceiling Rents for Flat Rents. The Ceiling Rent is based upon the Fair Market Rent.

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 completion of the voucher program, certificates).**

(i) Payment Standards

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

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

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

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

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

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

- Annually
- Other (list below)

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

Success rates of assisted families

Rent burdens of assisted families

Other (list below)

(2) Minimum Rent

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

\$0

\$1-\$25

\$26-\$50

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

An organization chart showing the PHA's management structure and organization is attached.

A brief description of the management structure and organization of the PHA follows:

The Mayor appoints the Five Member Board of Commissioners. The Board hires an Executive Director that reports to the Board. Office Operations consist of an Office Manager and Office Clerk who report to the Executive Director. Supportive Services Staff consist of a Family Investment Center Coordinator and a Senior Service Coordinator who report to the Executive Director. The Maintenance Staff and Apartment Complex Caretakers report to the Executive Director.

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 | 310 | 90 |
| Section 8 Vouchers | | |
| Section 8 Certificates | | |
| Section 8 Mod Rehab | | |

| | | |
|--|--|--|
| Special Purpose Section 8 Certificates/Vouchers (list individually) | | |
| Public Housing Drug Elimination Program (PHDEP) | | |
| | | |
| | | |
| Other Federal Programs(list individually) | | |
| | | |
| | | |

C. Management and Maintenance Policies

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

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

- Public Housing Maintenance and Management
- AFSCME Union Agreement
- 2. Blood Borne Diseases Policy
- 3. Capitalization Policy
- 4. Check Signing Authorization Policy
- 5. Criminal, Drug Treatment, and Registered Sex Offender Classification and Records Management
- 6. Policy
- 7. Drug Free Workplace Policy
- 8. Equal Housing Opportunity Policy
- 9. Ethics Policy
- 10. Facilities Use Policy
- 11. Funds Transfer Policy
- 12. Hazardous Materials Policy
- 13. Investment Policy
- 14. Maintenance Policy

- 15.Natural Disaster Response Guidelines
- 16.Pest Control and Extermination Policy
- 17.Procurement Policy
- 18.Continued Occupancy and Community Service Policy

(These policies are available for review at the HRA Main Office during regular business hours.)

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- PHA main administrative office
 - PHA development management offices
 - Other (list below)

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

PHA main administrative office

Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment

-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 at Attachment (state name)

-OR-

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

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
 - _____ Revitalization Plan under development
 - _____ Revitalization Plan submitted, pending approval
 - _____ Revitalization Plan approved
 - _____ Activities pursuant to an approved Revitalization Plan underway

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

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

Disabilities

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

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

| |
|---|
| <p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan</p> <p><input type="checkbox"/> Revision of a previously-approved Designation Plan?</p> |
| <p>1. Number of units affected:</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input type="checkbox"/> Total development</p> |

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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 |
|---|
| <p>1a. Development name:</p> <p>1b. Development (project) number:</p> |
| <p>2. What is the status of the required assessment?</p> <p><input type="checkbox"/> Assessment underway</p> <p><input type="checkbox"/> Assessment results submitted to HUD</p> <p><input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question)</p> <p><input type="checkbox"/> Other (explain below)</p> |

| |
|--|
| 3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.) |
| 4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway |
| 5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below) |

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

1. Yes No: Does the PHA administer any homeownership programs

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

- 25 or fewer participants
 26 - 50 participants
 51 to 100 participants
 more than 100 participants

b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

PHA Coordination With The Welfare (TANF) Agency

1. Cooperative agreements:

Yes No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as

contemplated by section 12(d)(7) of the Housing Act of 1937)?

06/01/99 If yes, what was the date that agreement was signed? DD/MM/YY

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

altered to facilitate its use.)

| 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) |
|---|----------------|---|---|--|
| Starting Your Own Business FIC Building, Haven Court | 20 | Individual Application | FIC | All of the above. |
| On Site Work Experience and Training | 4 | Assigned by State Employment Agency | FIC | All of the above. |
| Computer Training | 10 | Individual Application | FIC | All of the above. |
| Adult Basic Education - GED Skills Training | 3 | Self-Referral | FIC | All of the above. |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

(2) Family Self Sufficiency program/s

a. Participation Description

| Family Self Sufficiency (FSS) Participation | | |
|---|---------------------------------|---|
| Program | Required Number of Participants | Actual Number of Participants (As of: DD/MM/YY) |
| | | |

| | | |
|----------------|-----------------------------|--|
| | (start of FY 2000 Estimate) | |
| Public Housing | | |
| Section 8 | | |

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

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
 - Informing residents of new policy on admission and reexamination
 - Actively notifying residents of new policy at times in addition to admission and reexamination.
 - Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
 - Establishing a protocol for exchange of information with all appropriate TANF agencies
 - Other: (list below)

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and non-Federal PHAs at the discretion of HUD. All 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)

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

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

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

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

- MN 004-003, First Avenue Apartments
- MN 004-004, Jefferson Apartments

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

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

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design

- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below) New Security Entries at MN 004-003 (FY 2001 CFP)

2. Which developments are most affected? MN 004-004, Jefferson Apartments (FY 2002 CFP)

C. Coordination between PHA and the police

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

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

2. Which developments are most affected? (list below)
MN 004-004, Jefferson Apartments

D. Additional information as required by PHDEP/PHDEP Plan

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

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2002 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: _____)

[21 CFR Part 200.7.9 (d)]
14. RESERVED FOR 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

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

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

Attached at Attachment (File name)

Provided below:

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

Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments

List changes below:

Other: (list below)

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

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

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

3. Description of Resident Election Process

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

Candidates were nominated by resident and assisted family organizations

Candidates could be nominated by any adult recipient of PHA assistance

Self-nomination: Candidates registered with the PHA and requested a place on ballot

_____ Other: (describe)

b. Eligible candidates: (select one)

_____ Any recipient of PHA assistance

_____ Any head of household receiving PHA assistance

Any adult recipient of PHA assistance

_____ Any adult member of a resident or assisted family organization

_____ Other (list)

c. Eligible voters: (select all that apply)

All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)

_____ Representatives of all PHA resident and assisted family organizations

_____ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many

1. Consolidated Plan jurisdiction: (provide name here) St. Louis Country, Minnesota

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

The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

_____ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

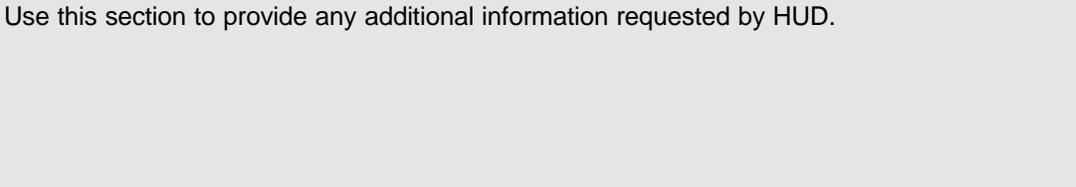
_____ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

_____ Other: (list below)

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

D. Other Information Required by HUD

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



Attachments

| Optional 5-Year Action Plan Tables | | | |
|--|--|-----------------------------|--|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
| MN 004 | PHA Wide Management Improvements | 28HRA Wide | 9% HRA Wide |
| Description of Needed Physical Improvements or Management Improvements | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| FIC Coordinator and Staff Salary and Benefit Package @\$55,000/yr Replace two riding lawn mowers/snow blowers @ \$15,000 ea Replace plow truck | | 220,000 30,000 32,000 | 2002-2006 2002 2005 |
| Total estimated cost over next 5 years | | \$282,000 | |

| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development | |
|--|---|---------------------|----------------------------|-------------------------------------|
| MN 004-001 | Haven Court Apartments Physical Improvements | 7 | 7% | |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Landscaping for surface water runoff | | | 25,000 | 2006 |
| Sidewalk and curb/gutter replacement | | | 50,000 | 2004 |
| Refloor 1 st floor of family apartments | | | 150,000 | 2005 |
| Change Door Hardware/Locks/Storm Doors | | | 50,000 | 2004 |
| New Appliances | | | 80,000 | 2006 |
| Total Estimated Cost of the next 5 Years | | | 355,000 | |

| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development | |
|--|---|---------------------|----------------------------|-------------------------------------|
| MN 004-002 | Park Terrace Manor Physical Needs | 1 | 5% | |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Community Room Renovation Remodel Caretaker Unit | | | 15,000 30,000 | 2006 2006 |
| Total estimated cost over next 5 years | | | \$45,000 | |

| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development | |
|---|--|---------------------|--|--|
| MN 004-003 | First Avenue Apartments Physical Improvements | 2 | 3.33% | |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| New Kitchen Cabinets New Bathrooms New Flooring New Windows New Entry Doors w/.Storm Doors Renovate Laundry Room Site Lighting and Landscaping Apartment Painting Community Room Renovation Replace Community Room Furniture New Kitchen Appliances | | | 210,000 210,000 240,000 154,970 72,000 20,000 20,000 30,000 40,000 18,000 70,000 | 2002 2002 2002 2002 |
| | | | 264,970 | |

| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development | |
|--|---|---------------------|----------------------------|-------------------------------------|
| MN 004-0004 | Jefferson Apartments Physical Improvements | 18 | 30% | |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Fix Sidewalks/Curbs/Gutters | | | 35,000 | 2002 |
| Create new parking lot | | | 25,000 | 2002 |
| New Windows | | | 175,000 | 2005 |
| Relandscape Site | | | 30,000 | 2002 |
| Replace Community Room | | | 120,000 | 2006 |
| Replace Appliances | | | 60,000 | 2003 |
| Demo 10 Apartments | | | 70,000 | 2002 |
| New Site Lighting | | | 40,000 | 2002 |
| New Storm Doors/Door Hardware | | | 36,970 | 2003 |
| New Storage Building | | | 39,970 | 2005 |
| Total estimated cost over next 5 years | | | 631,940 | |

| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development | |
|--|--|---------------------|----------------------------|--|
| MN 004-0006 | Seventh Avenue Apartments Physical Improvements | 0 | 0% | |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| New Living Room Light Fixtures | | | 1,400 | 2004 |
| New Bathroom Light Fixtures | | | 8,600 | 2004 |
| A/C Sleeves | | | 23,970 | 2004 |
| Additional Phone Jacks in Bedrooms | | | 10,000 | 2004 |
| New Covered Entry at Front of Building | | | 40,000 | 2006 |
| Carpet Hallway/Common areas | | | 60,000 | 2004 |
| New Site Lighting | | | 35,000 | 2003 |
| Refinish Cabinets | | | 15,000 | |
| Replace Toilet Fixtures | | | 70,000 | |
| New Ceiling Tile throughout Building Common Areas | | | 40,000 | 2004 |
| Paint Common Areas | | | 28,000 | 2004 |
| New Hallway Lighting /Common Areas | | | 75,000 | 2004 |
| Repave Parking Lots/Lanes | | | 26,970 | 2006 |
| Additional Plug Ins for Resident Vehicles | | | 15,000 | |
| Replace Community/Lobby Furniture | | | 50,000 | 2004 |
| Replace Windows | | | 265,000 | 2003 |
| Replace Elevator Mechanical | | | 40,000 | |
| Add New Elevator | | | 300,000 | |
| New Sidewalks | | | 30,000 | 2006 |
| Landscape for water problems | | | 30,000 | 2006 |
| Total estimated cost over next 5 years | | | 723,940 | |

CAPITAL FUND PROGRAM TABLES START HERE

| Annual Statement/Performance and Evaluation Report | | | | | |
|--|---|---|---------|-------------------|------------------------------|
| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary | | | | | |
| PHA Name: Hibbing HRA | | Grant Type and Number Capital Fund Program Grant No: MN46P00450102 | | | Federal FY of Grant: 2002 |
| Original 2002 Annual Statement | | | | | |
| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
| | | Original | Revised | Obligated | Expended |
| 1 | Total non-CFP Funds | | | | |
| 2 | 1406 Operations | | | | |
| 3 | 1408 Management Improvements | 55,000 | | | |
| 4 | 1410 Administration | 49,700 | | | |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | 29,000 | | | |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | 48,480 | | | |
| 10 | 1460 Dwelling Structures | 284,973 | | | |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | | | | |
| 12 | 1470 Nondwelling Structures | | | | |
| 13 | 1475 Nondwelling Equipment | 30,000 | | | |
| 14 | 1485 Demolition | | | | |
| 15 | 1490 Replacement Reserve | | | | |
| 16 | 1492 Moving to Work Demonstration | | | | |
| 17 | 1495.1 Relocation Costs | | | | |
| 18 | 1499 Development Activities | | | | |
| 19 | 1501 Collateralization or Debt Service | | | | |
| 20 | 1502 Contingency | | | | |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | 497,153 | | | |
| 22 | Amount of line 21 Related to LBP Activities | | | | |
| 23 | Amount of line 21 Related to Section 504 compliance | | | | |
| 24 | Amount of line 21 Related to Security – Soft Costs | | | | |
| 25 | Amount of Line 21 Related to Security – Hard Costs | | | | |
| 26 | Amount of line 21 Related to Energy Conservation Measures | | | | |

| Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages | | | | | | | | |
|--|--|---------------|--|----------------------|---------|----------------------------------|-------------------|-------------------|
| PHA Name: Hibbing HRA | | | Grant Type and Number Capital Fund Program Grant No: MN46P00450102 | | | Federal FY of Grant: 2002 | | |
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| HA-Wide | Salary and Benefit Package for Family Investment Center Coordinator and Part Time Staff Person | 1408 | | 55,000 | | | | |
| HA-Wide | Admin Fees | 1410 | | 49,700 | | | | |
| HA-Wide | A&E Fees | 1430 | | 29,000 | | | | |
| MN 004-003 First Ave. Apts | Replace Windows | 1460 | 60 | 154,973 | | | | |
| | Replace Doors/Storms | 1460 | 60 | 72,000 | | | | |
| | Remodel Laundry Room | 1470 | 1 | 20,000 | | | | |
| | Purchase New Community Room Equipment/Furniture | 1475 | | 38,000 | | | | |
| MN 004-004 Jefferson Apartments | New Site Lighting, | 1450 | | 48,480 | | | | |
| HA-Wide | Replace Toro Groundmaster Mower/Blower | 1475 | | 30,000 | | | | |

| Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule | | | | | |
|--|---|--|----------------------------------|----------------------------------|--|
| PHA Name: Hibbing HRA | | Grant Type and Number Capital Fund Program No: MN46P00450102 | | Federal FY of Grant: 2002 | |
| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | All Funds Expended (Quarter Ending Date) | Reasons for Revised Target Dates | | |
| | | | | | |

| | Original | Revised | Actual | Original | Revised | Actual | |
|---|----------|---------|--------|----------|---------|--------|--|
| HA Wide | 30Mar03 | | | 30Mar04 | | | |
| MN 04-003 First Avenue Apartments | | | | | | | |
| Replace Windows | 30Jun03 | | | 30Sep04 | | | |
| Replace Doors/Storms | 30Jun03 | | | 30Sep04 | | | |
| Remodel Laundry Room | 30Jun03 | | | 30Sep04 | | | |
| Purchase New Community Room Equipment/Furniture | 30Jun03 | | | 30Sep04 | | | |
| MN 004-004 Jefferson Apts. | | | | | | | |
| New Parking Lot w/Plug-ins | 30Mar03 | | | 30Sep04 | | | |
| | .3 | | | | | | |

Capital Fund Program Five-Year Action Plan

Part I: Summary

| PHA Name: Hibbing HRA | | Original 5-Year Plan Revision No: 1 | | | |
|--------------------------------------|------------------|--|--|--|--|
| Development Number/Name/HA -Wide | Year 1 | Work Statement for Year 2 FFY Grant: 2003 PHA FY: 2003 | Work Statement for Year 3 FFY Grant: 2004 PHA FY: 2004 | Work Statement for Year 4 FFY Grant: 2005 PHA FY: 2005 | Work Statement for Year 5 FFY Grant: 2006 PHA FY: 2006 |
| HA Wide 1408 | Annual Statement | 55,000 | 55,000 | 55,000 | 55,000 |
| HA-Wide 1410 | | 49,700 | 49,700 | 49,700 | 49,700 |
| HA-Wide 1430 | | 29,000 | 29,000 | 29,000 | 29,000 |
| HA-Wide 1475 | | | | 32,000 | |
| | | | | | |
| MN 004-001 Haven Court Apts. | | | 66,483 | 150,000 | 105,000 |
| MN 004-002 Park Terrace Manor | | | | | 45,000 |
| MN 004-003 First Avenue Apts. | | | | | |
| MN 004-004 Jefferson Apartments | | 161,970 | | 181,453 | 86,483 |
| MN 004-006 Seventh Ave. Apts | | 211,483 | 296,970 | | 126,970 |
| CFP Funds Listed for 5-year planning | | 497,153 | 497,153 | 497,153 | 497,153 |
| Replacement Housing Factor Funds | | | | | |

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

| | | | | | |
|------------------------------------|----------------------|-----------|------------------------------------|--|------------------|
| HA-Wide | Administration | 49,700 | HA-Wide | Administration | 49,700 |
| HA-Wide | A&E Fees | 29,000 | HA-Wide | A&E Fees | 29,000 |
| HA-Wide | Replace Truck | 32,000 | | | |
| MN 004-001 Haven Court Apts. | Replace Floor Tile | 150,000 | MN 004-001 Haven Court Apts. | Replace Appliances Landscaping | 80,000 25,000 |
| MN 004-004 Jefferson Apartments | Replace Windows | 141483 | MN 004-002 Park Terrace Manor | Remodel Caretaker Apt. Renovate Laundry | 30,000 15,000 |
| | New Storage Building | 39,970 | MN 004-004 Jefferson Apartments | New Community Building | 86,483 |
| | | | MN 004-006 Seventh Ave. Apts. | New Sidewalks | 30,000 |
| | | | “ | New Covered Entry | 40,000 |
| | | | “ | Landscape for water | 30,000 |
| | | | “ | Repave Parking Lot | 26,970 |
| Total CFP Estimated Cost | | \$497,153 | | | \$497,153 |

MEMO

2002 Annual Plan

Resident Comments/HRA Response to Resident Comments

The following pages constitute Resident Comments into the HRA's 2002 Annual Plan and the HRA's response to those comments. Please note that all comments were considered by the HRA in developing the 2002 Annual Plan and 5-Year Plan. Cross reference these two documents.

Lance Sundquist
Executive Director

30 January, 2002

MEMO

2002 ANNUAL PLAN

An informal meeting was held on the 23rd of January, 2002 in the Community Room of First Avenue Apartments at 10am. Commissioners Shenk and Myrum attended and had coffee with those present.

In attendance:

HRA Commissioner Karen Shenk
HRA Commissioner Diane Myrum
HRA Senior Service Coordinator Marion Huber
Resident Millie Martin
Resident Marlin Meier
Resident Gertie Niemi
Resident Geraldine Kammermayer
Resident Lois Hooker
Former Resident Chris Moser

A group of residents generally get together for coffee and cookies every Wednesday at 10:00 am at this complex. Marion Huber and Lance Sundquist are regular guests and enjoy the opportunity to share in the conversation and provide any help requested by the residents.

Commissioners Shenk and Myrum were asked to attend by Sundquist to hear opinions of the residents regarding items that are included in the Annual Plan for the Capital Funding Program. Several ideas were presented by the residents. Of major importance to the residents was the security issue for the building. The Commissioners concurred and reaffirmed the desire to have a concept plan initiated and costs estimated.

The Capital Funding Program has addressed changing the mechanical system, installation of a new roof, new elevator controls, and replacement of new sliding windows in the living room area of each of the apartments, there hasn't been much done to the interiors of the apartments that the residents see an amenity for their living areas. The Commissioners suggested repainting the Community Room as a start, as was done at Park Terrace Manor a year ago.

Other items were discussed including:

The need for new bedroom windows.
The need for new apartment doors and storm doors.
Renovation of the bathrooms.
New appliances and kitchen redesign.
Re-landscaping of the site and better site lighting.
More parking lot area.
Laundry Room changes, including a room air conditioner.
Making the elevator car more appealing.

After coffee, the Commissioners toured the building and site with Sundquist and Marion Huber.

Sundquist invited the Commissioners for lunch at Seventh Avenue Apartments the following week.

Lance Sundquist
Executive Director

21 February, 2002

MEMO

2002 ANNUAL PLAN
Haven Court/Jefferson Residents

An informal meeting was held on the 21st of February, 2002 in the MultiPurpose Room of the Family Investment Center, 3112 East 6th Avenue of First Avenue Apartments at 10am.

In attendance:

| | |
|-----------------|--------------------|
| Shannon Collins | Lance Sundquist |
| Terri Froemming | Bev Johnson |
| Gene Cegon | Lindsay Grott |
| Patty Cegon | Cheryl Danculovich |
| Jeannine Crego | Darlene Gossit |

Sundquist shared with those in attendance the requirement for resident input for the Annual Plan and Five Year Plan. The previous submission was hilited for the group. The results of the Resident Survey was presented to the group, as were findings of the Annual HUD Inspection conducted in December.

Residents expressed concern over the amount of trash piling up near the recycling containers. Other trash seems to just blow through the complex. Sundquist suggested that the residents follow the recycling ordinance and dispose of items properly. Placing all refuse and recyclable items in the proper receptacles is mandatory. Children should be instructed as to which dumpster was designated for trash or recyclable items, Children should also be tall enough to place these items in those containers and not leave packages on the ground. And, residents need to develop a sense of pride for their area and pick up trash and dispose of it promptly when they come upon it.

A problem with residents illegally disposing of large household items was discussed. Incidents where this happens help contribute to a poor neighborhood "look". Sundquist suggested that all residents be notified that the City will dispose of large items for a fee of \$5.00. If the HRA has to perform this duty, a charge of \$50.00 per hour will be charged to a resident's account.

An issue of safety regarding illegal activity, drugs, etc, was broached by those in attendance. Sundquist stated that the HRA and the Police Department depended on residents to report suspicious activity promptly to the offices of both of those organizations. Anonymity will be respected.

Issues between neighbors was discussed. Staff from the FIC agreed that some kind of format for mediation may be necessary from time to time to help keep the peace.

The need for resident training, especially training and information for new residents was expressed. Sundquist also said that most new residents don't really read the lease agreement or pay much attention to site amenities or apartment emergency information until it is too late. Work will continue on developing better information, neighborhood information, etc. for all residents.

Neighborhood watch was brought up by residents. Sundquist said he would talk to the Police Department representatives and see what kind of programming the Department can help develop for the neighborhood.

The FIC Staff volunteered to help facilitate more neighborhood meetings when necessary.

Lance Sundquist
Executive Director

19 February, 2002

MEMO

2002 ANNUAL PLAN

Park Terrace Manor Representative: Mary Ann Mayer
HRA Commissioner: Diane Myrum
HRA Ex. Dir: Lance Sundquist

Executive Director Sundquist met with Mary Ann Mayer and Diane Myrum at Park Terrace Manor at 10am in the Community Room of Park Terrace Apartments to review work items in the CFP and other issues as brought forth during the meetings.

Discussion took place related to tenant and caretaker issues. Although not pertinent to the Annual Plan, itself, Sundquist stated that he would look into the matters and address the several of the issues focused on caretaker issues

A quick review of the work items included in the 5 Year Plan for Park Terrace Manor took place. The last of the window/door replacement and new mechanical system was discussed. Other minor remodeling work in the laundry room was mentioned but not prioritized in the Plan. It was decided that some of the later work could be done "in house" rather than through major contracting.

There was some discussion regarding the air conditioner sleeves that needed to be addressed. Sundquist stated that the contractor doing the windows would probably take a look at that problem this summer.

Lance Sundquist
Executive Director

The following Lease Attachment constitutes the HRA's Pet Policy:

This attachment to the Lease Agreement reflects the Landlord's requirements and responsibilities for resident ownership of a household pet and will be attached and made part of the Dwelling Lease.

Eligible residents are those residents who have not committed acts of cruelty to animals or have previously experienced an inability to follow the provisions of Pet Addendums or Policies at former residences as noted in Landlord References or other verified sources.

1. Permitted Pets: The following types of common household pets are permitted: dogs, cats small caged mammals, and aquarium fish. Dogs will be limited in size to no more than twenty (20) pounds. In any event, only one (1) cat or one (1) dog may be kept in the apartments of an eligible resident.
2. Prohibited Pets: Wild, undomesticated, vicious, destructive or uncontrollable animals of any type shall not be permitted to be kept as pets.

With the exception of an animal which is trained and certified to assist the handicapped or disabled (for example, a seeing eye dog), no dog, cat or other pet shall be allowed on Authority property without the explicit consent of the Housing and Redevelopment Authority of Hibbing.

3. Areas Off Limits to Pets: With the exception of an animal which is trained and certified to assist the handicapped or disabled (for example, a seeing eye dog), no dog, cat, or other pet shall be allowed to be taken into the community room, community room kitchen, laundry, meeting rooms, or office.

A pet owner shall not take a pet into the apartment of another resident without the explicit permission of that resident.

4. License, Inoculation and Identification Requirements for Dogs: In accordance with the City Ordinance, each dog shall be licensed annually and shall wear a valid animal license tag at all times. All dogs must be licensed and wearing tags after reaching the age of 6 months. In addition, a dog owned by a resident shall wear at all times, a valid rabies inoculation tag bearing the owner's name, address, and telephone number.

All dogs must have the required shots with records to prove it after the age of 3 months. Thereafter, they are required to have yearly visits to the veterinarian. Proof of vaccinations is required. This not only insures health of animal, but the protection of residents in case of serious bites or injuries.

5. Inoculation and Identification of Cats: A cat owned by a resident shall wear at all times a valid inoculation tag and an identification tag bearing the owners name, address, and telephone number.

All cats must have the required shots with records to prove it after the age of 3 months. Thereafter, they are required to have yearly visits to the veterinarian, Proof of vaccinations is required. This not only insures the health of the animal, but the protection of residents in case of serious bite or injuries.

6. Spaying or Neutering Requirements: Each female dog or cat over six (6) months of age shall be spayed and each male dog or cat over eight (8) months of age shall be neutered.

7. One Time Fee and Pet Deposits for Pet-Related HRA Property Damage: A One Time Fee shall be charged to each resident for costs related to operating costs to the development related to the presence of the pet(s) in the amount of \$200.

Additionally, residents who own pets shall be liable for the cost of repairing damage caused by their pets. Each resident who owns a dog or a cat shall be required to pay the HRA a Pet Deposit dependent upon apartment size as follows:

| | |
|--------------|----------|
| 1 bedroom - | \$250.00 |
| 2 bedrooms - | \$275.00 |
| 3 bedrooms - | \$300.00 |
| 4 bedrooms - | \$350.00 |

8. A new resident who owns a dog or cat at the time of moving into the HRA shall pay the Pet Deposit at the time of Lease signing. A resident who acquires a dog or a cat having moved into the HRA shall pay the Pet Deposit before bringing the dog or the cat onto the HRA property.

The Pet Deposit shall be held by the HRA until the resident moves out. The deposit will be fully refunded, with interest, according to State Law, provided that no pet related damage has been done on the premises. Amounts necessary to repair such damage shall be deducted from the rental deposit.

9. Pet Registration Requirements: At the time that a pet owner is admitted into HRA housing as a new resident, or at such time that a resident acquires a pet, said pet owner shall register his/her pet with the HRA management and shall continue to do so annually at the time of Application for Continued Occupancy (Recertification).

At the time of initial registration, and at each registration thereafter, each pet owner shall provide the HRA management with the following information:

- a. the names, addresses and telephone numbers of no less than two (2) people who shall be responsible for housing and caring of the owner's pet during vacations or in the event of an emergency, hospitalization, or death of the pet owner. The names, addresses, and telephone number of the two (2) people shall be given to the Caretaker if applicable for that Project, and posted on the back of the pet owner's apartment door; and
- b. if the pet is a dog or a cat, proof of valid license and inoculations as well as verifications of spaying and neutering signed by a licensed veterinarian.

9. Pet Control Requirements: Each dog or cat shall be kept on a leash when being taken outside of the owners apartment. The dog or cat shall always be accompanied by, and in direct control of, an adult person.

A pet owner shall physically be in control of/or confine his/her pet during the times when HRA employees, agents of the HRA or others must enter the pet owner's apartment to conduct business, provide services, enforce lease terms, etc.

10. Pet-related Use of Corridors or Lobby(ies): An escorted dog or cat shall be allowed in the building corridors and lobby only for the purpose of passing through.

11. Disturbances Caused by Pets: A pet owner shall not permit any disturbances by his/her pet which interferes with the peace of other residents, visitors, HRA staff or agents of the HRA, whether by barking, howling, growling, chirping, biting, chewing, scratching or other such activities which threaten to disturb others.

12. Unattended Pets: Residents who own pets shall be, or shall arrange for others to be responsible for their pets at all times. If any pet is left unattended and it is determined by the HRA that the pet is in distress or is suffering from lack of care, or if the pet is causing a disturbance to other's apartments, the HRA will have the pet removed and delivered to the proper authorities. The HRA accepts no responsibility for the pet under such circumstances.

13. Improperly Cared for Pets: If it is determined by the HRA that a pet owner is no longer capable of caring for a pet, the HRA may, at its sole discretion, require that pet to be removed from the owners immediate possession and control.

14. Pet Waste Disposal Requirements: Each pet owner shall be responsible for promptly cleaning up pet wastes deposited within his/her apartment, within public areas of the building or on the building grounds, and disposing of the wastes in a tied plastic bag in containers that shall be provided by the HRA; i.e. City of Hibbing garbage dumpsters. Entrance areas, walkways, and parking lots are to be avoided as places for pets to deposit wastes.

Each cat owner shall provide a litter box for his/her cat. Each litter box shall be kept within the pet owners apartment. No less than every other day, the litter box shall be cleaned and accumulated wastes properly wrapped and disposed of in the containers provided.

Each pet owner shall take the adequate precautions to eliminate any pet odors within or around the pet owners apartment and shall maintain the apartment in a clean and sanitary condition at all times.

In no event shall pet wastes or litter box material be disposed of through sinks, toilets, or trash chutes.

15. Pet Bathing Restrictions: The bathing of a pet shall be permitted in the building laundry room or in a tub/shower room.

Pet bedding shall also not be washed in any common laundry facilities.

16. Policy Violations: Residents who violate the above conditions shall be subject to the following actions by the HRA:

- a. If a pet causes harm to any person, the pet's owner shall be required to permanently remove the pet from the building within twenty-four (24) hours of written notice from the HRA. Said pet owner may also be subject to termination of his/her dwelling lease.
- b. A pet owner who violates any other conditions of this policy may be required to remove his/her pet from the building within seven (7) days of written notice from the HRA. Said pet owner may also be subject to termination of his/her dwelling lease.

The HRA Grievance Procedures shall be applicable to all individual grievances or disputes arising out of violations of this policy.

This policy in no way releases residents of their obligation to abide by state or local law or regulation regarding pets. If a conflict arises between this policy and state or local law or regulation, state or local law or regulation shall apply. The HRA is indemnified for any damages caused by the resident's pet during the term of the Lease Agreement. The HRA recommends that the resident carry a pet liability rider in the resident's Homeowner Insurance Policy for further protection.

Pet Name: _____

License Tag Number: _____

HIBBING HRA DECONCENTRATION POLICY

In accordance with HUD regulations regarding Deconcentration, the Hibbing HRA will annually review the apartment complex populations under its control to determine the income levels of those residents.

The information provided from this annual family income review will be used to determine if a situation exists whereby individuals of greater or lesser income levels from the median are concentrated in any one apartment complex.

If it is determined that a situation exists whereby one or the other groups is concentrated at any one complex, the HRA will:

1. Review its vacant and ready apartment lists to determine if deconcentration can be accomplished by transferring current and willing residents in the two categories to complexes of lesser concentration.
2. Seek to locate new residents at complexes that will offset any concentration of populations of higher or lower incomes.

No resident will be forced to move to a complex of lesser or greater income concentration. The HRA respects the location choice of all applicants and current residents.

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No resident will be forced to move to a complex of lesser or greater income concentration. The HRA respects the location choice of all applicants and current residents.

MEMO

2002 Annual Plan

Resident Advisory Board Makeup

Resident Millie Martin
Resident Marlin Meier
Resident Gertie Niemi
Resident Geraldine Kammermayer
Resident Lois Hooker
Resident Terri Froemming
Resident Gene Cegon
Resident Patty Cegon
Resident Maryann Mayer
Resident Larry Taylor
Resident Dayna Neiger
Resident Iris Sherman
Resident Patty Erickson
Resident Wendy O'Neil

CAPITAL FUND PROGRAM TABLES START HERE

| Annual Statement/Performance and Evaluation Report | | | | | |
|--|---|--|------------|-------------------|------------------------------|
| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary | | | | | |
| PHA Name: HIBBING HRA | | Grant Type and Number Capital Fund Program Grant No: MN 46P00450100 | | | Federal FY of Grant: 2000 |
| FINAL PERFORMANCE AND EVALUATION REPORT | | | | | |
| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
| | | Original | Revised | Obligated | Expended |
| 1 | Total non-CFP Funds | | | | |
| 2 | 1406 Operations | 29,837.39 | 39,216.39 | 39,216.39 | 39,216.39 |
| 3 | 1408 Management Improvements | 76,539.32 | | 76,539.32 | 76,539.32 |
| 4 | 1410 Administration | 50,100.00 | | 50,100.00 | 50,100.00 |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | 22,300.00 | 24,407.93 | 24,407.93 | 24,407.93 |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | 65,000.00 | 15,000.00 | 15,000.00 | 15,000.00 |
| 10 | 1460 Dwelling Structures | 181,985.00 | 200,193.74 | 200,193.74 | 200,193.74 |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | 76,032.29 | 77,698.53 | 77,698.53 | 77,698.53 |
| 12 | 1470 Nondwelling Structures | | | | |
| 13 | 1475 Nondwelling Equipment | | 18,638.09 | 18,638.09 | 18,638.09 |
| 14 | 1485 Demolition | | | | |
| 15 | 1490 Replacement Reserve | | | | |
| 16 | 1492 Moving to Work Demonstration | | | | |
| 17 | 1495.1 Relocation Costs | | | | |
| 18 | 1499 Development Activities | | | | |
| 19 | 1501 Collateralization or Debt Service | | | | |
| 20 | 1502 Contingency | | | | |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | 501,794.00 | | 501,794.00 | 501,794.00 |
| 22 | Amount of line 21 Related to LBP Activities | | | | |
| 23 | Amount of line 21 Related to Section 504 compliance | | | | |
| 24 | Amount of line 21 Related to Security – Soft Costs | | | | |
| 25 | Amount of Line 21 Related to Security – Hard Costs | | | | |
| 26 | Amount of line 21 Related to Energy Conservation Measures | | | | |

| Annual Statement Capital Fund Program | | | | | | | | | |
|---|--|---------------|--|----------------------|------------|-------------------|---------------------------|----------------|--|
| Part II: Supporting Pages | | | | | | | | | |
| PHA Name: Hibbing HRA | | | Capital Fund Program Grant No: MN46P004560100 | | | | Federal FY of Grant: 2000 | | |
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work | |
| | | | | Original | Revised | Funds Obligated | Funds Expended | | |
| PHA Wide | Operations | 1406 | | 29,837.39 | 39,216.39 | 39,216.39 | 39,216.39 | Complete | |
| PHA Wide | FIC Staff Salary/Benefit Package | 1408 | | 55,000.00 | | 55,000.00 | 55,000.00 | Complete | |
| PHA Wide | Utility Van | 1408 | | 21,539.32 | | 21,539.32 | 21,539.32 | Complete | |
| PHA Wide | Admin Fees | 1410 | | 50,100.00 | | 50,100.00 | 50,100.00 | Complete | |
| PHA Wide | A/E Fees and Costs | 1430 | | 22,300.00 | 24,407.93 | 24,407.93 | 24,407.93 | Complete | |
| MN 004-001 Haven Court Apartments | Side Drainage Correction | 1450 | | 15,000.00 | | 15,000.00 | 15,000.00 | Complete | |
| MN 004-003 First Ave. Apts. | Replace Building Roof | 1460 | | 81,984.75 | | 81,984.75 | 81,984.75 | Complete | |
| MN 004-003 First Ave. Apts. | Replace Living Room Windows, And Common Area Windows | 1460 | | 70,000.00 | 118,208.99 | 118,208.99 | 118,208.99 | Complete | |
| MN 004-003 First Ave. Apts. | Replace Mechanical System, Steam to Hot Water Heat System | 1465.1 | | 20,798.00 | 22,464.24 | 22,464.24 | 22,464.24 | Complete | |
| MN 004-006 7th Ave. Apts. | Replace Appliances | 1465.1 | | 55,234.29 | | 55,234.29 | 55,234.29 | Complete | |
| PHA Wide | New Computer System | 1475 | | 18,638.09 | | 18,638.09 | 18,638.09 | Complete | |

| Annual Statement/Performance and Evaluation Report | | |
|--|---|---------------------------|
| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) | | |
| Part III: Implementation Schedule | | |
| PHA Name: HIBBING HRA | Grant Type and Number Capital Fund Program No: MN46P00450100 | Federal FY of Grant: 2000 |

| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates |
|--|---|---------|---------|---|---------|---------|---|
| | Original | Revised | Actual | Original | Revised | Actual | |
| PHA Wide | 30Sep01 | | 30Sep01 | 30Sep01 | | 30Sep01 | |
| MN 004-001 Haven Court Apts | 31Dec01 | | 31Dec01 | 30Dec01 | | 30Dec01 | |
| MN 004-003 First Avenue Apts | 30Sep01 | | 30Sep01 | 31Dec01 | 30Jun02 | 30Jun02 | Cold weather prevented the painting of outside trim work until late May. |
| MN 004-006 7th Avenue Apartments | 30Mar01 | | 30Mar01 | 30Jun01 | | 30Jun01 | |

Capital Fund Program Five-Year Action Plan

Part I: Summary

| PHA Name: Hibbing HRA | | Original 5-Year Plan Revision No: 1 | | | |
|--------------------------------------|------------------|--|--|--|--|
| Development Number/Name/HA-Wide | Year 1 | Work Statement for Year 2 FFY Grant: 2003 PHA FY: 2003 | Work Statement for Year 3 FFY Grant: 2004 PHA FY: 2004 | Work Statement for Year 4 FFY Grant: 2005 PHA FY: 2005 | Work Statement for Year 5 FFY Grant: 2006 PHA FY: 2006 |
| HA Wide 1408 | Annual Statement | 55,000 | 55,000 | 55,000 | 55,000 |
| HA-Wide 1410 | | 53,500 | 53,500 | 53,500 | 53,500 |
| HA-Wide 1430 | | 30,000 | 30,000 | 30,000 | 30,000 |
| HA-Wide 1475 | | | | 32,000 | |
| MN 004-001 Haven Court Apts. | | | 100,000 | 150,000 | 105,000 |
| MN 004-002 Park Terrace Manor | | | | | 45,000 |
| MN 004-003 First Avenue Apts. | | | | | |
| MN 004-004 Jefferson Apartments | | 96,970 | | 214,970 | 120,000 |
| MN 004-006 Seventh Ave. Apts | | 300,000 | 296,970 | | 126,970 |
| CFP Funds Listed for 5-year planning | | | | | |
| Replacement Housing Factor Funds | | | | | |

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

| Activities for Year : 4 FFY Grant: 2005 PHA FY: 2005 | | | Activities for Year: 5 FFY Grant: 2006 PHA FY: 2006 | | |
|--|--------------------------|------------------|---|--------------------------|------------------|
| Development Name/Number | Major Work Categories | Estimated Cost | Development Name/Number | Major Work Categories | Estimated Cost |
| HA-Wide | FIC Staff Salary Package | 55,000 | HA-Wide | FIC Staff Salary Package | 55,000 |
| HA-Wide | Administration | 53,500 | HA-Wide | Administration | 53,500 |
| HA-Wide | A&E Fees | 30,000 | HA-Wide | A&E Fees | 30,000 |
| HA-Wide | Replace Truck | 32,000 | | | |
| MN 004-001 Haven Court Apts. | Replace Floor Tile | 150,000 | MN 004-001 Haven Court Apts. | Replace Appliances | 80,000 |
| | | | | Landscaping | 25,000 |
| MN 004-004 Jefferson Apartments | Replace Windows | 175,000 | MN 004-002 Park Terrace Manor | Remodel Caretaker Apt. | 30,000 |
| | New Storage Building | 39,970 | | Renovate Laundry | 15,000 |
| | | | MN 004-004 Jefferson Apartments | New Community Building | 120,000 |
| | | | MN 004-006 Seventh Ave. Apts. | New Sidewalks | 30,000 |
| | | | “ | New Covered Entry | 40,000 |
| | | | “ | Landscape for water | 30,000 |
| | | | “ | Repave Parking Lot | 26,970 |
| Total CFP Estimated Cost | | \$535,470 | | | \$535,470 |

CAPITAL FUND PROGRAM TABLES START HERE

| Annual Statement/Performance and Evaluation Report | | | | | |
|--|---|---|---------|-------------------|------------------------------|
| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary | | | | | |
| PHA Name: Hibbing HRA | | Grant Type and Number Capital Fund Program Grant No: MN46P00450101 | | | Federal FY of Grant: 2001 |
| Revised Annual Statement (revision no: 2) | | | | | |
| Performance and Evaluation Report for Period Ending: 30Jun02 | | | | | |
| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
| | | Original | Revised | Obligated | Expended |
| 1 | Total non-CFP Funds | | | | |
| 2 | 1406 Operations | | | | |
| 3 | 1408 Management Improvements | 55,000 | | 55,000 | 12,119.13 |
| 4 | 1410 Administration | 53,500 | | 53,500 | 17,306.29 |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | 30,000 | | 30,000 | 4,200 |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | | | | |
| 10 | 1460 Dwelling Structures | 364,861.39 | | 364,861.39 | 25,325 |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | | | | |
| 12 | 1470 Nondwelling Structures | | | | |
| 13 | 1475 Nondwelling Equipment | 32,108.61 | | 32,108.61 | 32,108.61 |
| 14 | 1485 Demolition | | | | |
| 15 | 1490 Replacement Reserve | | | | |
| 16 | 1492 Moving to Work Demonstration | | | | |
| 17 | 1495.1 Relocation Costs | | | | |
| 18 | 1499 Development Activities | | | | |
| 19 | 1501 Collateralization or Debt Service | | | | |
| 20 | 1502 Contingency | | | | |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | 535,470 | | | |
| 22 | Amount of line 21 Related to LBP Activities | | | | |
| 23 | Amount of line 21 Related to Section 504 compliance | | | | |
| 24 | Amount of line 21 Related to Security – Soft Costs | | | | |

| | | | | | |
|----|---|--|--|--|--|
| 25 | Amount of Line 21 Related to Security– Hard Costs | | | | |
| 26 | Amount of line 21 Related to Energy Conservation Measures | | | | |

**Annual Statement Capital Fund Program
Part II: Supporting Pages**

| PHA Name: Hibbing HRA | | Grant Type and Number Capital Fund Program Grant No: MN46P004560101 | | | Federal FY of Grant: 2002 | | | |
|--|---|--|----------|----------------------|---------------------------|--------------------|-------------------|------------------------------------|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| PHA Wide | Family Investment Center Staff Salary and Benefit Package | 1408 | | 55,000 | | 55,000 | 12,119.13 | On Schedule |
| PHA Wide | Administration | 1410 | | 53,500 | | 53,500 | 17,306.29 | On Schedule |
| PHA Wide | Fees and Costs | 1430 | | 30,000 | | 30,000 | 4,200 | On Schedule |
| MN 004-002 Park Terrace Manor | New Mechanical System | 1460 | | 100,000 | 25,325 | 25,325 | | In Startup |
| MN 004-003 First Ave. Apts | Construct Secure Building Entries for Entire Building (work item change from 5 – Year Plan (2002)) | 1460 | | | 344,675 | | | Out for Bids |
| MN 004006 7th Ave. Apts | Add New Elevator | 1460 | | 270,000 | 0 | | | Removed from this years Plan |
| PHA Wide | New Truck and Plow | 1465 | | 32,108.61 | | 32,108.61 | 32,108.61 | Done |

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

| PHA Name: Hibbing HRA | | Grant Type and Number Capital Fund Program No: MN46P00450101 | | | | | Federal FY of Grant: 2001 |
|--|---|---|---------|---|---------|---------|---|
| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates |
| | Original | Revised | Actual | Original | Revised | Actual | |
| HA Wide FIC Staff Salary/Benefit | 31Mar03 | 31Mar02 | 31Mar02 | 30Sep04 | | | Program continuation with earlier obligation date |
| HA Wide Administration | 31Mar03 | 31Mar02 | 31Mar02 | 30Sep04 | | | Program startup was earlier than expected |
| HA Wide Fees and Costs | 31Mar03 | 31Mar02 | 31Mar02 | 30Sep04 | | | Program startup was earlier than expected |
| MN 004-002 Park Terrace Manor New Mechanical | 31Mar03 | 30Jun02 | 30Jun02 | 30Sep04 | | | Program startup was earlier than expected |
| MN 004-003 First Avenue Apartments New Security Entrances/Systems | 30Sep02 | | | 30Sep03 | | | Moved up CFP from 2002 |
| HA Wide New Truck and Plow | 31Mar03 | | 31Mar03 | 30Sep04 | | 31Mar03 | Completed Purchase |

Capital Fund Program Five-Year Action Plan

Part I: Summary

| PHA Name: Hibbing HRA | | Original 5-Year Plan Revision No: 1 | | | |
|--------------------------------------|------------------|--|--|--|--|
| Development Number/Name/HA -Wide | Year 1 | Work Statement for Year 2 FFY Grant: 2003 PHA FY: 2003 | Work Statement for Year 3 FFY Grant: 2004 PHA FY: 2004 | Work Statement for Year 4 FFY Grant: 2005 PHA FY: 2005 | Work Statement for Year 5 FFY Grant: 2006 PHA FY: 2006 |
| HA Wide 1408 | Annual Statement | 55,000 | 55,000 | 55,000 | 55,000 |
| HA-Wide 1410 | | 53,500 | 53,500 | 53,500 | 53,500 |
| HA-Wide 1430 | | 30,000 | 30,000 | 30,000 | 30,000 |
| HA-Wide 1475 | | | | 32,000 | |
| MN 004-001 Haven Court Apts. | | | 100,000 | 150,000 | 105,000 |
| MN 004-002 Park Terrace Manor | | | | | 45,000 |
| MN 004-003 First Avenue Apts. | | | | | |
| MN 004-004 Jefferson Apartments | | 96,970 | | 214,970 | 120,000 |
| MN 004-006 Seventh Ave. Apts | | 300,000 | 296,970 | | 126,970 |
| CFP Funds Listed for 5-year planning | | | | | |
| Replacement Housing Factor Funds | | | | | |

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

| Activities for Year : 4 FFY Grant: 2005 PHA FY: 2005 | | | Activities for Year: 5 FFY Grant: 2006 PHA FY: 2006 | | |
|--|--------------------------|------------------|---|--------------------------|------------------|
| Development Name/Number | Major Work Categories | Estimated Cost | Development Name/Number | Major Work Categories | Estimated Cost |
| HA-Wide | FIC Staff Salary Package | 55,000 | HA-Wide | FIC Staff Salary Package | 55,000 |
| HA-Wide | Administration | 53,500 | HA-Wide | Administration | 53,500 |
| HA-Wide | A&E Fees | 30,000 | HA-Wide | A&E Fees | 30,000 |
| HA-Wide | Replace Truck | 32,000 | | | |
| MN 004-001 Haven Court Apts. | Replace Floor Tile | 150,000 | MN 004-001 Haven Court Apts. | Replace Appliances | 80,000 |
| | | | | Landscaping | 25,000 |
| MN 004-004 Jefferson Apartments | Replace Windows | 175,000 | MN 004-002 Park Terrace Manor | Remodel Caretaker Apt. | 30,000 |
| | New Storage Building | 39,970 | | Renovate Laundry | 15,000 |
| | | | MN 004-004 Jefferson Apartments | New Community Building | 120,000 |
| | | | MN 004-006 Seventh Ave. Apts. | New Sidewalks | 30,000 |
| | | | “ | New Covered Entry | 40,000 |
| | | | “ | Landscape for water | 30,000 |
| | | | “ | Repave Parking Lot | 26,970 |
| Total CFP Estimated Cost | | \$535,470 | | | \$535,470 |