

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



PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2003

**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: Iowa City Housing Authority (ICHA)

PHA Number: IA022

PHA Fiscal Year Beginning: (mm/yyyy) 07/2003

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 web site
- Other (list below)

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[24 CFR Part 903.5]

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: *The Iowa City Housing Authority will help improve the quality of life for those we serve and will act as a community leader on affordable housing by providing information and education, housing assistance, and public and private partnership opportunities.*

B. Goals

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

The measure(s) of success for reaching each goal/objective is referenced below the stated objective and is supported by one or more of the following documents:

1. Public Housing Assessment System (PHAS)

PHAS evaluates a PHA by assessing the following: (a) the physical condition of the PHA properties; (b) the PHA's financial condition; (c) the PHA's management operations; and (d) the resident assessment of the PHA's performance.

2. Section 8 Management Assessment Program (SEMAP)

SEMAP evaluates the management performance of the Section 8 Program by assessing the following: (a) compliance with policies for selecting from the waiting list; (b) reasonableness of rents; (c) when determining adjusted income, is information properly verified and documented; (d) is the utility allowance schedule up-to-date; (e) are a certain number of HQS re-inspections done to ensure quality control; (f) is the timely correction of HQS deficiencies being enforced; (g) are actions being taken to encourage housing opportunities outside areas of poverty and minority concentration; (h) Fair Market Rent limit and Payment Standard; (i) are annual reexaminations done for all participants; (j) are tenant rent calculations correct; (k) does each unit pass HQS inspection before the beginning date of the assisted lease and contract; (l) are all units

inspected annually; (m) is the lease-up rate for the fiscal year being met; (n) are families being enrolled in the Family Self Sufficiency (FSS) as required.

3. The Annual Plan

The Annual Plan is required by Housing and Urban Development (HUD) and is required to be updated annually. The Annual Plan provides details about the agency's immediate operations, program participants, programs and services, and the agency's strategy for handling operational concerns, resident's concerns and needs, programs and services for the upcoming fiscal year

4. Section 8 Administrative Plan

The Section 8 Administrative Plan is required by Housing and Urban Development (HUD). The Section 8 Administrative Plan defines the Iowa City Housing Authority's policies for the operation of the Section 8 Program, incorporating Federal, State and local law.

5. Admissions and Continued Occupancy Policy

The Admissions and Continued Occupancy Policy is required by Housing and Urban Development (HUD). The Admissions and Continued Occupancy Policy defines the Iowa City Housing Authority's policies for the operation of the Public Housing Program, incorporating Federal, State and local law.

6. CITY STEPS 2001-2006

CITY STEPS is the City of Iowa City's consolidated plan as required by Housing and Urban Development (HUD). CITY STEPS defines policies and strategies for providing assistance to Iowa City's low-income population over a period of five years.

7. Family Self Sufficiency Program (FSS)

The Family Self Sufficiency Program is funded by Housing and Urban Development (HUD). The Family Self Sufficiency Program promotes self-sufficiency and asset development by providing supportive services to improve participants' employability, increase the number of employed participants and encourage an increase in savings through an escrow savings program.

8. Affordable Dream Home Ownership Program (ADHOP)

The Affordable Dream Home Ownership Program is not required by Housing and Urban Development (HUD). It is a home ownership program implemented and administered by the Iowa City Housing Authority offering an opportunity for income eligible families to purchase newly constructed or newer homes.

9. Tenant To Ownership Program (TOP)

The Tenant To Ownership Program is funded by Housing and Urban Development (HUD). The Tenant to Ownership Program offers an opportunity for low to very low income families to purchase a single family house owned by the ICHA.

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

- PHA Goal: Expand the supply of assisted housing
- Objectives:
 - Apply for additional rental vouchers: *see below**
 - Reduce public housing vacancies: *see below**
 - Acquire or build units or developments
 - Other (list below)

***QUANTIFIABLE MEASURES OF SUCCESS**

The ICHA continues to reach its goal to expand the supply of assisted housing as shown:

- 1) *Applied and received 100 mainstream vouchers for people with disabilities.*
- 2) *Employed and continues to employ effective maintenance and management policies to minimize the number of public housing units off-line. PHAS scores for FY 2001 assessed public housing's management operations at 30 out of a maximum score of 30. The physical condition of the public housing's properties were assessed a score of 26 out of a maximum score of 30.*

Progress as of 1/1/03:

Received 63 additional vouchers.

Updated Rent Reasonableness to more accurately reflect the cost of housing in the community.

Beginning construction in Spring 2003 on a 9 unit affordable housing building within the Peninsula Project, which is a neo-traditional, mixed-income neighborhood design. Also, in partnership with the Greater Iowa City Housing Fellowship, the ICHA received a grant that will be used to purchase land in the Longfellow neighborhood where additional affordable housing will be built to be sold as owner occupied homes.

(Supporting documents available for review at the ICHA office include the Annual Plan and PHAS Score Report for FY 2001.)

- PHA Goal: Improve the quality of assisted housing
- Objectives:
 - Improve public housing management: (PHAS score) *see below**
 - Improve voucher management: (SEMAP score) *see below**
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections) *see below**

- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

***QUANTIFIABLE MEASURES OF SUCCESS**

The ICHA continues to meet its goal of improving the quality of assisted living as shown:

- 1) *Under PHAS assessment for FY 2001, the ICHA received a total score of 86 out of 100. HUD evaluated the ICHA public housing management operations and assessed a score of 30 points out a maximum score of 30. HUD issued a notice which stated "the Management Operations indicator under PHAS will continue to be the official assessment for public housing agencies with fiscal years ending June 30, 2000 through June 30, 2001." Therefore, giving Public Housing 100% High Performer status.*
- 2) *Under SEMAP, the ICHA received a high overall performance rating for FY ending 6/30/01. Also, overall occupancy was at 97% and total Budget Authority expenditures was at 100%*

Progress as of 1/1/03:

Continued to see high results in management operations. Although new PHAS and SEMAP scores have not been received, the ICHA expects scores to go up.

(Supporting documents available for review at the ICHA office include PHAS Score Report and SEMAP Assessment Profile.)

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

***QUANTIFIABLE MEASURES OF SUCCESS**

The ICHA continues to increase assisted housing choices by offering the following:

- 1) *Marketing to landlords, educating to them of the nature of the program, providing to them free advertising by maintaining a rental listing of their vacant units.*

- 2) *Providing payment standards that will enable families to rent throughout the jurisdiction. The ICHA's payment standards are at 110% of Fair Market Rent.*
- 3) *Planning to implement a Section 8 Homeownership program FY2002.*
- 4) *Sending a monthly newsletter to landlords informing them of policy changes and regulation updates. Also, correspondence regarding changes and updates is sent to City Council members, service providers and other interested parties.*

Progress as of 1/1/03:

Implemented Section 8 Homeownership Program

(Supporting documents available for review at the ICHA office include the Section 8 Administrative Plan, Admissions and Continued Occupancy Policy and the Annual Plan.)

- 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): *see below **
 - Other: (list below) Offer homeownership programs: *see below**

***QUANTIFIABLE MEASURES OF SUCCESS**

The ICHA continues to meet its goal of improving the quality of life and economic vitality in the community by providing the following:

- 1) *Improving security performing criminal record checks on applicants, reviewing daily police log for criminal activity and changing the locks when a tenant vacates a unit.*
- 2) *Targeting a public housing property (located on Muscatine Ave) to individuals who are elderly and/or disabled.*
- 3) *Offering the Tenant Ownership Program (TOP) through which 9 homes have been sold since May 1998,*
- 4) *Offering the Affordable Dream Home Ownership Program (ADHOP) where 5 homes have been sold since May 1999,*
- 5) *Building homes, through the ADHOP program, to meet special needs of residents and the community (i.e. last year the ICHA constructed a "green" home built from recycled materials and currently the ICHA is constructing a "universal design" home built to meet the needs of the physically disabled).*
- 6) *Continuing to leverage private or other public funds to create additional*

- housing opportunities.*
- 7) *Continuing to work with others to provide handicap accessible units.*

Progress as of 1/1/03:

Sold 3 additional homes through ADHOP

Sold 3 additional homes through TOP

Sold "universal design" home through the new Section 8 Homeownership program.

(Supporting documents outlining guidelines and the nature of these programs can be obtained from the ICHA office.)

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

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

The ICHA promotes self-sufficiency and asset development of families and individuals through the Family Self Sufficiency Program (FSS Program).

Objectives:

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

*Encourage increased savings for families through FSS escrow savings program: see below **

***QUANTIFIABLE MEASURES OF SUCCESS**

The ICHA continues to promote self-sufficiency and asset development as shown:

- 1) *Applies for grants and additional funding. Applied for and received Family Self-sufficiency Coordinator Grant in the amount of \$53,815 for FY 2002. Applied for and received ROSS grant which included funds of \$150,000 over a*

3 year period to be used for vocational services and reducing employment barriers. Applied for and received a grant from the Iowa Finance Authority for a free computer which will be given to a program participant.

- 2) Provides an escrow savings program. As of January 2002, the average account balance was \$1500. The average monthly deposit was \$203.53 and the total amount in escrow accounts was \$109,464. 72% of families enrolled in the FSS Program have an escrow balance.*
- 3) Consistently exceeds the number of clients mandated in the FSS program. The number of clients mandated is 83. Currently (2/25/02), 125 clients are enrolled and 34 clients have graduated from the program.*
- 4) Completes grant activities by outreaching/educating other service providers and business groups and collaborating with them to offer services to program participants. Examples are: 1) The "Wheels to Work" Program where 2 ROSS participants have received donated cars; 2) Vocational Services where 35 participants have been successfully placed in jobs. Of the successful placements, 71% have retained employment (grant goal is 65%-75%) 3) Eliminate obstacles to employment. HUD approved use of funds up to \$15,000 to eliminate such obstacles. Funds have been used to purchase bus passes, cover daycare registration and expenses, purchase interview clothes and haircuts and cover the cost of car repairs (a working relationship has been established with area mechanics to provide car repairs at a reduced cost); 4) Offering free computer classes and giving away computers (that have been donated or provided by a grant) through a drawing to program participants who have successfully completed the program. So far, 2 computers have been given away, two more computers have been donated by the Iowa State Extension Office and the ICHA applied for and received a grant from the Iowa Finance Authority for an additional free computer.*

Progress as of 1/1/03:

Adopted revised FSS Action Plan in May 2002.

Liaison with the University of Iowa School of Social Work Field Experience Coordinator resulting in student placements providing work assistance to the ICHA at no cost.

In 2002 became referring agency for the new "Wheels to Work" Program resulting in 18 referrals and one car awarded since December 2002.

Offered series of computer classes for all FSS clients.

Offered more concentrated computer classes held at Goodwill Industries for ROSS program participants.

Continued growth with ROSS, have exceeded program objectives and outcomes with over 80 families receiving assistance in 2002.

Began developing Homeownership Workshop.

Working with ISU Extension office to provide Budget and Credit Courses.

Working with other agencies to develop and implement a local Iowa Save Program.

(Supporting documents are available for review at the ICHA office. They include the Annual Plan and FSS Program Reports, Summaries and Statistics.)

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing

It is the policy of the Iowa City Housing Authority (ICHA) to comply fully with all federal, state, and local nondiscrimination laws, the Americans with Disabilities Act and the U.S. Department of Housing and Urban Development regulations governing Fair Housing and Equal Opportunity by meeting the following objectives.

Objectives:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: *see below**
- 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: *see below**
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: *see below**
- Other: (list below)

***QUANTIFIABLE MEASURES OF SUCCESS**

The ICHA continues to meet its goal of ensuring opportunity in housing for all Americans by providing the following services:

- 1) Providing to applicants/tenants federal/state/local information regarding discrimination and recourse available if they believe they may be victims of discrimination. Information and discrimination complaint forms will be made available at the ICHA office. The ICHA continues to work with the City of Iowa City's Human Rights Department.*
- 2) Providing reasonable accommodations to individuals with disabilities,*
- 3) Providing accommodations for people who are not proficient in the English language. The ICHA has access to the City of Iowa City's subscription to a telephone interpreter service that provides interpretation in over 140 languages. At any time, a non-English speaking client family may request use of this service.*
- 4) Publicizing the availability and nature of the Section 8 Program through newspapers or other suitable means, broadcasting through the media, communicating with other service providers in the community and educating landlords.*

Progress as of 1/1/03:

Expanded briefing process to better assist families with disabilities (providing reasonable accommodations)

(Supporting documents available for review are the Section 8 Administrative Plan (ICHA office), Admissions and Continued Occupancy Policy (ICHA office) and the City of Iowa City's Consolidated Plan: CITY STEPS 2001-2006 (City Clerk's office).)

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2003
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

As permitted by the Final Rule, PHAs are not required to provide an Executive Summary (See notice PIH 99-51)

Executive Summary:

The past year has brought significant changes for the Iowa City Housing Authority (ICHA), changes that demonstrate the ICHA's efforts in meeting the goals and objectives stated in the department's 5-Year Plan.

The ICHA adopted new preferences to ensure those families most in need were assisted first.

The ICHA expanded the supply of assisted housing by applying for and being awarded 63 additional vouchers. The ICHA improved the quality of assisted housing by maintaining high results in its management operations. The ICHA increased assisted housing choices by implementing a Section 8 Homeownership Program. And, the ICHA promoted family self-sufficiency by adding additional programs for program participants.

With the Annual Plan, the Iowa City Housing Authority (ICHA) will provide a more comprehensive overview of these changes and all other plans, procedures and policies the department has adopted or plans to adopt. In providing this overview, the ICHA will demonstrate its intent to continue to engage in activities and adopt policies that

will enable the department to accomplish the goals set forth in the department's 5-Year Plan.

Finally, by accomplishing the goals and objectives set forth by the department, the Iowa City Housing Authority will achieve its mission to improve the quality of life of those we serve and be a community leader on affordable housing.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

Table of Contents

	<u>Page #</u>
Annual Plan	
i. Executive Summary	
ii. Table of Contents	
1. Housing Needs	6
2. Financial Resources	14
3. Policies on Eligibility, Selection and Admissions	15
4. Rent Determination Policies	26
5. Operations and Management Policies	31
6. Grievance Procedures	32
7. Capital Improvement Needs	33
8. Demolition and Disposition	35
9. Designation of Housing	36
10. Conversions of Public Housing	37
11. Homeownership	38
12. Community Service Programs	
44	
13. Crime and Safety	44
14. Pets (Inactive for January 1 PHAs)	47
15. Civil Rights Certifications (included with PHA Plan Certifications)	47
16. Audit	47
17. Asset Management	48
18. Other Information	48

Attachments

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

Required Attachments:

Admissions Policy for Deconcentration –

Iowa City does not have areas of concentration; therefore, the ICHA does not have an Admission Policy for De-concentration at this time. See CITY STEPS (Iowa City Consolidation Plan); page 24-25

IA022g01 - FY 2002 Capital Fund Program Annual Statement – includes Federal FY of Grant 7/2002 and Federal FY of Grant 7/2001

Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
The ICHA is not troubled or at risk of being designated troubled.

Additional Required Attachments:

Section 8 Homeownership Capacity Statement

Statement of Progress in Meeting 5 Year Plan Goals and Objectives

Pet Policy

Optional Attachments:

IA022e01 - PHA Management Organizational Chart

IA022f01 - FY 2001 Capital Fund Program 5 Year Action Plan;
Public Housing 5-Year Capital Improvement Plan

Public Housing Drug Elimination Program (PHDEP) Plan

IA022d01 - Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text

Other (List below, providing each attachment name)

IA022c01 *List of Resident Advisory Board Members*

IA022a01 *Statement of Progress in Meeting 5-Year Plan Goals and Objectives*

IA022b01 *Section 8 Capacity Statement to Administer a Section 8 Homeownership Program*

IA022h01 *Pet Policy*

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations (<i>available at ICHA’s administrative office</i>)	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan (<i>available at ICHA’s administrative office</i>)	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	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	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. (<i>see CITY STEPS 2001-2006, available City Clerk's office</i>)	
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 (<i>see CITY STEPS 2001-2006, available City Clerk's office</i>)	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program (<i>available ICHA's Administrative office</i>)	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP] (<i>pages 7-11; 14-17, available at ICHA's administrative office</i>)	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan – (<i>pages 12-21, available at ICHA's administrative office</i>)	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy - (<i>See Admissions and Continued Occupancy Policy, pages 29-33, available at ICHA's administrative office</i>)	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy – <i>See Admissions and Continued Occupancy Policy, page 31, available at ICHA's a</i>	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<i>administrative office</i>	
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan – (pages 41-46, available at ICHA’s administrative office)	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) <i>See Admissions and Continued Occupancy Policy ,available ICHA’s administrative office</i>	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy – <i>See Admissions and Continued Occupancy Policy, page 4, available at ICHA’s administrative office</i>)	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan- (pages 54-55 available at ICHA’s administrative office),	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year (available at ICHA’s administrative office and provided as an attachment to the Annual Plan)	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant (Discontinued by HUD)	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)(available at the ICHA administrative office and provided as attachment to the Annual Plan)	Annual Plan: Capital Needs
N/A	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
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans (available at ICHA’s administrative office)	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8	Annual Plan: Homeownership

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Administrative Plan	
N/A	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8 <i>Revised Action Plan adopted May 2002</i>	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports (<i>available at ICHA's administrative office</i>)	Annual Plan: Community Service & Self-Sufficiency
N/A	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(<i>available at ICHA's administrative office</i>)	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	3742	5	5	1	1	5	1
Income >30% but <=50% of AMI	2725	4	4	1	1	4	1
Income >50% but <80% of AMI	2611	2	2	1	1	1	1

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Elderly	596	3	5	1	1	3	1
Families with Disabilities	Combined with elderly	5	5	1	1	3	1
Caucasian	57.4%	N/A	N/A	N/A	N/A	N/A	N/A
Black	15.8%	N/A	N/A	N/A	N/A	N/A	N/A
Hispanic	3.4%	N/A	N/A	N/A	N/A	N/A	N/A
Asian	0.5	N/A	N/A	N/A	N/A	N/A	N/A
Native American	0.3%	N/A	N/A	N/A	N/A	N/A	N/A
Unknown or other	22.6%	N/A	N/A	N/A	N/A	N/A	N/A

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2001-2006
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset: 1990 US Census & 1996 Special Census for the City of Iowa City
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year: Maxfield Research 1998 Housing Market Analysis
- Other sources: (list and indicate year of information)

Race/Ethnicity percentages were based on the number of adult individuals sheltered in Iowa City’s emergency shelters. 65% or more of these individuals are from places other than Johnson County. This information came from the Iowa City Consolidated Plan (CITY STEPS).

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

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

Housing Needs of Families on the Waiting List
1/6/03
<i>(Note: Due to rounding and unavailability of some data, the total may not equal 100%)</i>

Housing Needs of Families on the Waiting List

1/6/03

(Note: Due to rounding and unavailability of some data, the total may not equal 100%)

Waiting list type: (select one)

- Section 8 tenant-based assistance
- Public Housing
- Combined Section 8 and Public Housing (includes all Public Housing applicants and active Section 8 participants who have chosen to remain on the waiting list for public housing))
- Public Housing Site-Based or sub-jurisdictional waiting list (optional)
If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	1064		
Extremely low income <=30% AMI	915	86.0%	
Very low income (>30% but <=50% AMI)	Unavailable		
Low income (>50% but <80% AMI)	None		
Families with children	668	62.8%	
Elderly families	39	4.0%	
Families with Disabilities	Combined with elderly		
White	550	51.7%	
Black	447	42.0%	
American Indian/Alaskan	13	1.2%	
Asian/Pacific	11	1.0%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	395	37.1%	
2 BR	401	37.7%	
3 BR	206	19.4%	
4 BR	50	4.7%	
5 BR/+	9	.8%	
5+ BR			

Housing Needs of Families on the Waiting List

1/6/03

(Note: Due to rounding and unavailability of some data, the total may not equal 100%)

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

If yes:

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

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

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

Housing Needs of Families on the Waiting List

1/6/03

(Note: Due to rounding and unavailability of some data, the total may not equal 100%)

Waiting list type: (select one)

Section 8 tenant-based assistance

Public Housing

Combined Section 8 and Public Housing (includes all Section 8 applicants and active public housing tenants who have applied to the Section 8 program)

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	928		
Extremely low income <=30% AMI	794	85.6%	
Very low income (>30% but <=50% AMI)	Unavailable	Unavailable	
Low income (>50% but <80% AMI)	None	None	
Families with children	625	67.3%	
Elderly families	22	4.0%	
Families with Disabilities	Combined with elderly		
White	463	49.9%	
Black	424	45.7%	
American Indian/Alaskan	13	1.4%	
Asian/Pacific	9	.9%	

Housing Needs of Families on the Waiting List <i>1/6/03</i> (Note: Due to rounding and unavailability of some data, the total may not equal 100%)			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	367	39.5	
2 BR	347	37.4%	
3 BR	175	18.9%	
4 BR	34	3.7%	
5 BR/+	3	.3% ^s	
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

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.

The ICHA intends to continue its programs, pursue expansion of the amount of rental assistance available, address the need for improved communication and education between tenants and landlords, facilitate and enhance the development of self sufficiency programs, assist families in purchasing their own homes, encourage residents to maintain involvement and participate in the Annual Plan developmental process to ensure coordination with broader community strategies.

(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 (working with other agencies to construct affordable rental and owner occupied housing units (Peninsula Project, Longfellow neighborhood))*
- Pursue housing resources other than public housing or Section 8 tenant-based assistance. *(Affordable Dream Home Ownership Project)*
- Other: (list below)

Apply for additional Section 8 vouchers should they become available

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) *Employ admissions preferences aimed at families involuntary displaced, families with children 18 years of age and under or elderly or disabled families.*

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 – *will not increase rent if increase in income is less than \$100.00 a month.*
- Other: (list below)

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)
FY99, applied and received 100 mainstream vouchers for people with disabilities. This includes elderly. Continues to be funded.

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)
FY99, Applied and received 100 mainstream vouchers for people with disabilities (including elderly). Continues to be funded. Educate local non-profit agencies that assist families with disabilities. Expand the briefing process to include these agencies and their employees as needed.

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

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

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- 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)
*Educate tenants and owners on fair housing rights through the Administrative Plan, Briefing Sessions and information packets.
Also, the ICHA works extensively with the City of Iowa City's Human Rights Department to ensure fair housing rights.
Provide reasonable accommodations as needed*

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

The ICHA recognizes the need for improved communication and education between tenants and landlords/owners. The ICHA has embarked on a public relations and education campaign by distributing newsletters, attending landlord association meetings and working one on one with tenants.

(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)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2003 grants)		
a) Public Housing Operating Fund	101,016	
b) Public Housing Capital Fund (CAP) FFY02 Balance as of 12/31/02	179,498.25	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance (FY03 Budget)	5,537,086 (\$5,490,325 – Annual Contributions Contract) (\$46,761 – Family Self-Sufficiency Coordinator)	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	N/A	
g) Resident Opportunity and Self- Sufficiency Grants (ROSS) (remaining for year 3 out of 3)	50,000	
h) Community Development Block Grant	None	None
i) HOME - TBRA	None	Tenant Based Rental Assistance

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
<i>Capital Fund CAP (FFY01)</i>	169,679.82	
<i>Capital Fund CAP (FFY00)</i>	1709.00	
3. Public Housing Dwelling Rental Income (FY03) Budget Projected	333,300	Public Housing Operations
4. Other income (list below)		
<i>TOP & ADHOP Sales As of 12/31/01</i>	725,340.54	Continue to develop affordable housing
<i>Sale of Property (Broadway) As of 12/31/01</i>	635,940.12	Continue to develop affordable housing
4. Non-federal sources (list below)		
Total resources		

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (30-60 days)
- 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? *The Iowa City Housing Authority may request records. The ICHA is checking the Iowa web site of registered sex offenders. (www.iowasexoffender.com). The ICHA is checking other states' sex offender web sites as well.*

e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source) *The Iowa City Housing Authority may request a check through the FBI's NCIC.*

(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)

Date and time applications are received, first giving preference to individuals and families involuntary displaced, then giving preferences to families with children 18 years of age and under, or elderly or disabled families, finally giving preference to families with no children under 18 years of age. Also, based on the size (# of bedrooms) of the unit when it becomes available. (See Iowa City Housing Authority's Admissions and Continued Occupancy Policy, page 14)

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**

NOT APPLICABLE - The Iowa City Housing Authority does not plan to operate site-based waiting list in the coming year.

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?
Currently the PHA exceeds the 40% requirement and if it becomes necessary, the PHA will target persons 30% or below.

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)

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Other preferences: (select below)

- Working families and those unable to work because of age or disability
 Veterans and veterans' families
 Residents who live and/or work in the jurisdiction
 Those enrolled currently in educational, training, or upward mobility programs
 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)

*(also defined in the ICHA's Admissions and Continued Occupancy Policy, page 14)
The Iowa City Housing Authority will select families based on the following preference; first assisting families displaced by government action or whose dwelling has been extensively damaged or destroyed as a result of disaster declared or otherwise formally recognized pursuant to federal disaster relief laws, then assisting families with children 18 years of age and under or elderly or disabled families, finally assisting families with no children under 18 years of age.*

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

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- 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)

The Iowa City Housing Authority will select families based on the following preference; first assisting families displaced by government action or whose dwelling has been extensively damaged or destroyed as a result of disaster declared or otherwise formally recognized pursuant to federal disaster relief laws, then assisting

families with children 18 years of age and under or elderly or disabled families, finally assisting families with no children under 18 years of age.

The date and time of application will be noted and utilized to determine the sequence within the above-prescribed preferences.

**Accessible units will be first offered to families who may benefit from the accessible features. Applicants for these units will be selected utilizing the same preference system as outlined above.

(as stated in the ICHA's Admissions and Continued Occupancy Policy, page 14)

4. Relationship of preferences to income targeting requirements:

- 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)

Statement of Family Responsibility for Public Housing
Addendum to Lease (Public Housing Tenant Responsibilities)

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

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

(6) Deconcentration and Income Mixing

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

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

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

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

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

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

Other (list policies and developments targeted below)

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

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

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

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

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

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

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

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
 - Criminal and drug-related activity, more extensively than required by law or regulation
 - More general screening than criminal and drug-related activity (list factors below)
 - Other (list below)
- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes? *The Iowa City Housing Authority may request records from State law enforcement agencies. The ICHA is checking the state web site of registered sex offenders (www.iowasexoffender.com)*
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source) *The Iowa City Housing Authority may request a check through the FBI's NCIC*
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
 - Other (describe below)
Upon request, the Housing Authority will also supply the following factual information if known: drug related or violent criminal activity, landlord evictions, lease violations, termination of housing assistance and the client's current address, name and previous landlord contact. (see ICHA's Section 8 Administrative Plan, p.9)

(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? *The ICHA follows the new standard 120-day period changed by HUD and may approve one 60-day extension*

If yes, state circumstances below:

Medical or extenuating circumstances may warrant a 60-day extension beyond the 120-day period.

(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)

The Iowa City Housing Authority will select families based on the following preference; first assisting families displaced by government action or whose dwelling has been extensively damaged or destroyed as a result of disaster declared or otherwise formally recognized pursuant to federal disaster relief laws, then assisting families with children 18 years of age and under or elderly or disabled families, finally assisting families with no children under 18 years of age.

The date and time of application will be noted and utilized to determine the sequence within the above-prescribed preferences.

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 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)

1 The Iowa City Housing Authority will select families based on the following preference; first assisting families displaced by government action or whose dwelling has been extensively damaged or destroyed as a result of disaster declared or otherwise formally recognized pursuant to federal disaster relief laws, then assisting families with children 18 years of age and under or elderly or disabled families, finally assisting families with no children under 18 years of age.

The date and time of application will be noted and utilized to determine the sequence within the above-prescribed preferences.

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

- 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.

If it becomes necessary to meet the statutory requirement that 75% of newly admitted families in any fiscal year be families who are extremely low-income as defined by HUD, the Iowa City Housing Authority retains the right to skip higher income families on the waiting list to reach extremely low-income

families. This measure will only be taken if it appears the goal will not otherwise be met.

(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)
Family Unification Program

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

- Through published notices
- Other (list below)
Department of Human Services (i.e. Family Unification Program)

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:

If the family request a hardship exemption, the ICHA will suspend the minimum rent for the household beginning the month following the request. The suspension will continue until the ICHA can determine whether hardship exists and whether the hardship is of temporary or long-term nature (see Section 8 Administration Plan, page 43).

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

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

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

*With the Flat Rent option, it is possible to pay less than 30%.
(see ICHA's Admissions and Continued Occupancy Policy, p. 31),*

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 – *if less than \$100.00 a month*
 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)
Any time the family experiences an income decrease
Any time family composition changes

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)

Market Survey information on rents for comparable units in the area

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

A household may request a hardship exemption. The Iowa City Housing Authority will suspend the minimum rent requirement and then determine whether hardship exists and whether the hardship is temporary or long-term. If the Iowa City Housing Authority determines there is a long-term hardship, the household will be exempt from the minimum rent requirement until the hardship no longer exists. (This is a summary of the Iowa City Housing Authority's minimum rent hardship exemption. The complete policy is outlined in the Administrative Plan, pp. 40-41)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	98	21% for Public Housing
Section 8 Vouchers	1307 (1/16/02)	24 % for Section 8 Vouchers
Section 8 Certificates	0	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	100 (Disabled) 100 (FUP)	
Public Housing Drug	N/A	

Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

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

(1) Public Housing Maintenance and Management: (list below)
Admissions and Continued Occupancy Policy

(2) Section 8 Management: (list below)
Section 8 Administrative Plan

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 (state name) 5-Year Capital Improvement Plan

-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) 5-Year Capital Improvement Plan

-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)

NOT APPLICABLE – The Iowa City Housing Authority does not administer HOPE VI and /or Public Housing Development and Replacement Activities not described in the Capital Fund Program Annual Statement.

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: Demolition <input type="checkbox"/>	
Disposition <input type="checkbox"/>	
3. Application status (select one)	
Approved <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	

4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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

[24 CFR Part 903.7 9 (i)]

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

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

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

Designation of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>

<p>3. Application status (select one)</p> <p>Approved; included in the PHA's Designation Plan <input type="checkbox"/></p> <p>Submitted, pending approval <input type="checkbox"/></p> <p>Planned application <input type="checkbox"/></p>
<p>4. Date this designation approved, submitted, or planned for submission: <u>(DD/MM/YY)</u></p>
<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>6. 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 section.

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

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

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

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway	
<input type="checkbox"/> Assessment results submitted to HUD	
<input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next	

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

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937
NOT APPLICABLE – ICHA does not have

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937 -
NOT APPLICABLE – ICHA does not have

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 –

NOT APPLICABLE because the ICHA is a high performing PHA. However, the ICHA does have a 5(h) Plan available.

- 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: Tenant Ownership Program (TOP)	
1b. Development (project) number:	
2. Federal Program authority:	
<input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)	
3. Application status: (select one)	
<input checked="" 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: (09/10/93)	
5. Number of units affected:	
6. Coverage of action: (select one)	
<input type="checkbox"/> Part of the development <input checked="" 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.**)

3. Program Description: Section 8 Homeownership Program

4. HUD Regulations issued.

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

The ICHA has established a limit to the homeownership option to three (3%) of the total Section 8 voucher program budgeted by the ICHA in any fiscal year, excluding disabled and elderly families.

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:

- Participants will be evaluated for mortgage readiness; the ICHA will consider factors to include history of income, history of meeting financial obligations, a satisfactory credit report, a recommendation letter from the current employer, any pattern of criminal behavior and any other documentation deemed necessary.*
- Participants are ineligible until completion of a one year Section 8 lease term and participation in the first annual re-certification for the Section 8 Housing Choice Voucher Program.*

3. *Participants are ineligible in the event any debt remains owed to ICHA or other Housing Authority.*
4. *Although participants are not required to participate in Iowa City Housing Authority's Family Self Sufficiency Program (FSS), FSS participants will be given preference for participation in the Section 8 Homeownership Program.*

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- Yes No: Has the PHA 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)?

However, the ICHA has been working on a plan and continues to do so.

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

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

- Public housing rent determination policies
- Public housing admissions policies

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>ROSS Resident Opportunity & Self-sufficiency Program Partnership between the ICHA and Goodwill Industries of Southeast Iowa using grant funds to promote personal responsibility and self-sufficiency by providing job seeking placement and training services, case management, child care and transportation support services.</i>	<i>130 (over 3-year period) (80 families received assistance in 2002)</i>	<i>Public Housing 67% Section 8 33%</i>	<i>PHA main office, Goodwill Industries of Southeast Iowa</i>	<i>Both</i>
<i>ROSS computer classes. 10 week classes held throughout the year.</i>	<i>4-5 each session</i>	<i>Open to ROSS participants</i>	<i>PHA main office, Goodwill Industries of Southeast Iowa</i>	<i>Both</i>
<i>Micro Enterprise Workshops Provides information on social and economic development for those tenants interested in utilizing their part-time talents to</i>	<i>5</i>	<i>Open to all tenants</i>	<i>PHA main office, Institute of Social & Economic Development (ISED)</i>	<i>Both</i>

<i>create something they can own.</i>				
<i>Budget and Credit Classes</i>	<i>Unknown</i>	<i>Open to all tenants</i>	<i>PHA main office, ISU Extension</i>	<i>Both</i>
<i>Other Program Coordinating Committee (PCC) projects: Securing donated clothing for job interviews Resume writing and mock interview workshops Dissemination of information for advocacy purposes with a brochure to explain the FSS program and the role of the PCC. Car Repairs Bus Vouchers Haircuts Child Care</i>	<i>As needed</i>	<i>Open to all FSS clients</i>	<i>PHA main office, Program Coordinating Committee (PCC)</i>	<i>Both</i>

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2003 Estimate) <i>The number of clients mandated has decreased due to participants graduating</i>	Actual Number of Participants (As of: 01/1/03)
Public Housing	14	36
Section 8	19	113

Total number of families that have graduated from the FSS program is 50 families.

Total number of FSS graduates that moved to homeownership is 16 graduates.

Total number of families with an escrow balance is 88 families (60%).

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:

The ICHA is exceeding the minimum program size.

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)

The ICHA has already met with DHS to revamp reporting mechanisms used to share information with each other and to educate staff on these new procedures.

Existing grant of 100 vouchers to be used for families who have children in danger of being displaced or are in life threatening housing.

Families will not receive a reduction in rent when their welfare assistance is reduced because of fraud.

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

(Reserved) This requirement has been suspended indefinitely by HUD. If reinstated, the Iowa City Housing Authority will develop guidelines for its implementation based on instruction from HUD.

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

As a high performing PHA not participating in PHDEP, the ICHA is exempt from Component 13.

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

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

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

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

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

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

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

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

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

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

C. Coordination between PHA and the police

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

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

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

D. Additional information as required by PHDEP/PHDEP Plan

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

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

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

The Iowa City Housing Authority has established a Pet Policy. The Iowa City Housing Authority's Pet Policy is defined in the Iowa City Housing Authority's Admission and Continued Occupancy Policy (pages 41-44). The policy states that the resident must have prior approval of the Housing Authority before moving a pet into their unit.

Before the Housing Authority will consider approval of a request, the resident must apply for a pet permit. All tenants with pets permitted to be kept on the premises shall comply with all rules set forth in the Admission and Continued Occupancy Policy.

Should a breach of the rules set forth occur, the lease will stand in violation and the Iowa City Housing Authority may exercise any remedy available, under Federal, State or local law, including eviction.

This policy does not apply to animals that are used to assist persons with disabilities.

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

As a high performing PHA, the ICHA is not required to complete this component.

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 times as necessary).

1. Consolidated Plan jurisdiction: *Iowa City (CITY STEPS 2001-2006)*

-

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)

The goal of the consolidated plan, CITY STEPS 2001-2006, is to encourage and support families and individuals in achieving their highest degree of self-sufficiency by identifying the needs of low-income persons and developing strategies to meet these needs. (see CITY STEPS 2001-2006)

D. Other Information Required by HUD

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

Attachments

- Statement of Progress in Meeting 5 Year Plan Goals and Objectives
- Section 8 Capacity Statement to Administer a Section 8 Homeownership Program
- List of Resident Advisory Board Members
- Comments of Resident Advisory Board
- PHA Management Organizational Chart
- Public Housing's 5-Year Capital Improvement Plan
- Capital Fund Program Tables
- Pet Policy

PHA Plan Table Library

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

Annual Statement Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

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

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

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

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

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

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

Iowa City Housing Authority's Statement of Progress
in Meeting 5 Year Plan Goals and Objectives
(as of January 2003)

The Iowa City Housing Authority (ICHA) is midway through its fiscal year and has already implemented significant changes demonstrating the department's efforts to meet and exceed the goals and objectives set forth in its 5-Year Plan. This report is a summary highlighting significant changes and initiatives undertaken by the department.

The ICHA expanded affordable housing opportunities in the community. This past year the ICHA received 63 "Fair Share" vouchers and updated its Rent Reasonableness to more accurately reflect the cost of housing in the community. The agency expanded its briefing process to educate the caseworkers of Section 8 clients with disabilities and has worked to improve safety by performing more extensive criminal background and sex offender registry checks. In December new preferences were adopted to ensure those families most in need were assisted first.

In addition, the ICHA implemented a Section 8 Homeownership Program. A "Universal Design Home" was sold to two disabled clients under this program. The home was designed and built in partnership with many community groups and businesses to meet the needs of any resident. The ICHA sold 3 additional homes under the Affordable Dream Home Ownership Program, for a program total of 7 homes. Three more homes were sold in the Tenant-to-Owner Program, totaling 12 homes.

The ICHA promoted self-sufficiency. In addition to the mandatory Family Self-sufficiency program, a voluntary FSS program was started. The program currently has 150 participants and programs are continually being developed to meet client needs. The ICHA participated in the resurrection of the "Wheels to Work" program operated by the local chapter of Goodwill, organized and hosted a series of computer classes, and has created a workshop to assist participants in thinking about homeownership as a possibility. Also, the ICHA rewrote the FSS Action Plan and submitted it to HUD in May 2002.

The ICHA worked to ensure equal opportunity in housing. The agency continued to work with the Iowa City Human Rights Department to provide information on legislation and recourse to clients. Also, determined to provide reasonable accommodations to its clients with disabilities, the ICHA improved awareness of Section 8 policies and procedures to local non-profit agencies that assist families with disabilities by going to the agency and educating the employees who will be working on behalf of the families.

The Iowa City Housing Authority will continue to investigate new opportunities, innovation and collaboration. The ICHA will continue to work with the Greater Iowa City Housing Fellowship on the purchase of land to be used for affordable housing opportunities. The ICHA will continue to be involved in the Peninsula Project, which has a neo-traditional, mixed-income neighborhood design. Additionally the ICHA will be coordinating with other community providers to create affordable housing opportunities for individuals re-entering society from prison and/or participating in rehabilitation programs. Finally, an event likely to impact the ICHA in 2003 is the departure of its administrator. Maggie Grosvenor will be leaving in July 2003 after serving as the Iowa City Housing Authority Administrator for the past seven years.

Iowa City Housing Authority Section 8 Capacity Statement

The Iowa City Housing Authority has the capacity to successfully operate a Section 8 Homeownership program. The Iowa City Housing Authority has demonstrated its capacity by successfully administering two other homeownership programs, the Tenant to Owner Program (TOP) and the Affordable Dream Home Ownership Program (ADHOP).

Resident Advisory Members

Evans, Mitzi
Hain, Brenda
Hamilton, Sorayah
Hampton, Alishea
Hargrove, Lisa
Hill, Willow
Keenan, Brenda
Kimber, Kori
Martin, Anita
Miller, Gary
Nyane, Mamonate
Ruiz, Cynthia
Waite, Theresa
Wesley, Cassandra

Resident Advisory Board Comments

Resident Advisory Board Comment:

"If it is suppose to be a 5-year plan then why is it set for the fiscal years off 2000-2004. I believe it should be 2003 - 2008."

Resident Advisory Board Comment:

"They should consider adding to the Section B Goals #1 to have a good valid emergency plan and available maintenance, a well-lit parking lot and better lighting inside the building"

Resident Advisory Board Comment:

"Any units that have any type of gas through Mid America or Alliance should be equipped with Carbon Monoxide Detectors"

Resident Advisory Board Comment:

"The ICHA needs to provide a complete list of sex offenders and that all tenants be properly notified of who and where these sex offenders live"

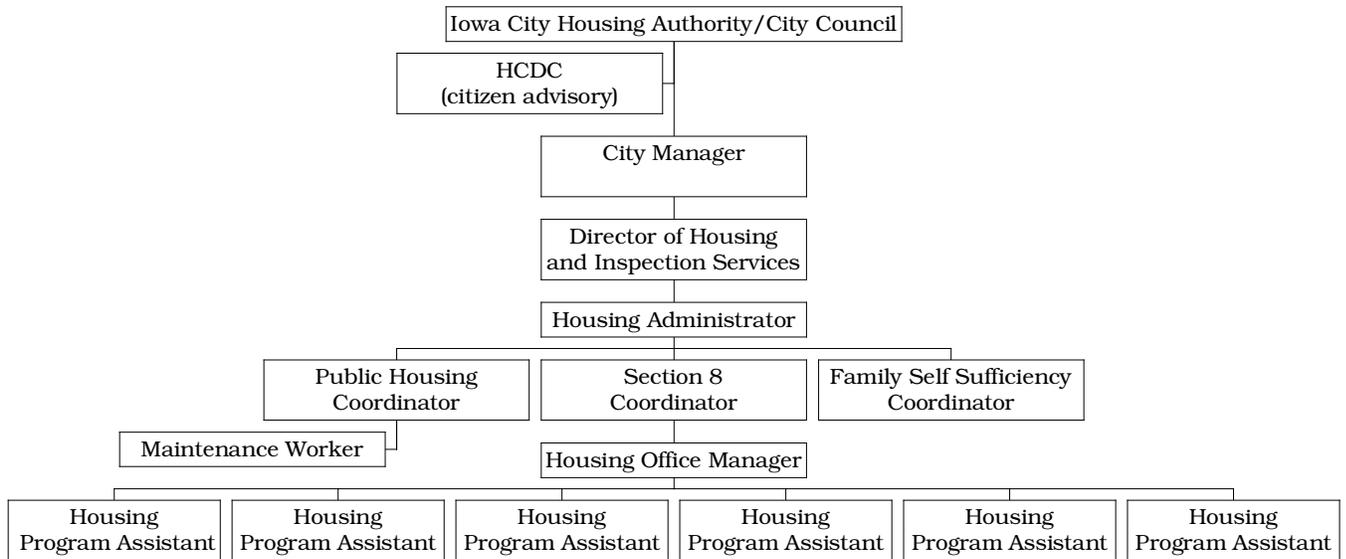
Resident Advisory Board Comment:

"In reference to the large number of people on the waiting list leaves me to wonder why more landlords or owners refuse low renters. It seems to me that the owners need more of an incentive to allowing low income on Section 8 Housing, like a large tax break and assistance available for upgrades or improvement on said property"

"Concerned with landlords dropping Section 8, worried about checks or papers too slowly"

Organizational Chart

Iowa City Housing Authority



**5 YEAR
 PUBLIC HOUSING CAPITOL IMPROVEMENT PLAN**

ADDRESS	6515.2		6515.9		WORK YEAR		6515.6		6515.2	
	2000-2001	Cost	2001-2002	Cost	2002-2003	Cost	2003-2004	Cost	2004-2005	Cost
15 Amber Lane	Replace Stove Replace refrigerator Interior Remodel Replace Carpet/Lino Replace Water Heater	414 493 10,935 3,278 405	Furnace - blower (hj)	297.27						
244 Amhurst	Replace Deck Landscaping	1,215 360	Clean Replace Furnace/registers Paint Interior AMS - Labor AMS - Labor	365.00 2854.08 162.45 74.05	Replace Kit. Cabinets, Flooring Remodel expenses Replace Bath vanity, chest 2 doors Remove rails, install wall Balance of flooring	3,652.00 4,003.80 3,425.20				
2120 Arizona Ave.	Waterproof Basement Replace Door Replace Basemnt Replace	2,650 233 917	AMS Paint Interior Replace Carpet	620.08 1310.55 978.36			Replace Kit. Cabinets Cement	5000.00 4241.00		
2418 Aster Ave.			Add Storm doors							
2434 Aster Ave.			Add Storm doors							
2457 Aster Ave.			Add Storm doors				Paint Interior	650.00		
2511 Aster Ave.	Paint Interior	1014	Add Storm doors Paint Interior Replace Lino - entry	612.96 262.84						
2543 Aster Ave.			Add Storm doors							

**5 YEAR
 PUBLIC HOUSING CAPITOL IMPROVEMENT PLAN**

ADDRESS	2000-2001	Cost	2001-2002	Cost	2002-2003	Cost	2003-2004	Cost	2004-2005	Cost
617 Brookside Dr.							Replace Stove Replace fridge. Replace Lino Replace kit. Cabinets Driveway - cement	550.00 500.00 1000.00 5000.00 1952.50		
1905 California Ave			Replace Carpet & Replace Paint Interior	2511.06 1059.23						
1528 Crosby Lane	Replace Carpet Paint Interior	762 1108	Remove dead tree limbs	150.00	Finish 2nd bath & other plumbing upgrades. Remv. Wall & cibstruct new walk to code Replace carpet/lino Remove branches, trim Replace kit. Cabinets	12,000.00 2,000.00 100.00 5,000.00				
328 Douglass Ct	Landscaping Replace Air Conditioner	138 784	Remove fallen branches	150.00			Replace Carpet Landscaping Kitchen cabinets Replace Lino Paint Interior	950.00 2500.00 5000.00 800.00 650.00		
320 Douglass St.	Replace Kit. Cabs./vanity	4285	Install dryer outlet Replace Carpet/vinyl Plumbing repair Appliance repair Painting - Meyers AMS - Labor & parts AMS AMS Electric work Landscape - Dalton Tree S AMS	58.97 2583.88 796.13 82.97 4000.00 79.25 2075.52 194.89 563.11 100.00 137.50						
1508 Dover Street			AMS #7339	101.94	Replace Thermo window	315.58	Replace Carpet Replace Lino Cement	2000.00 1200.00 600.00		

**5 YEAR
PUBLIC HOUSING CAPITOL IMPROVEMENT PLAN**

ADDRESS	2000-2001	Cost	2001-2002	Cost	2002-2003	Cost	2003-2004	Cost	2004-2005	Cost
1316 Dover Street	Replace Carpet/Replace L Remodel Basement Replace AC Landscaping Replace doors & misc. Replace Stove	3,373 8,366 681 2117 1119 428	Replace Siding	7335.00						
608 Eastmoor Dr	Test backflows	109	Annual Boiler Test (2002) Annual Boiler Test Remove tree limbs/trim Tree trimming	382.03 99.00 540.82 122.85	Paint Interior		Replace Carpet Replace Lino Replace/refin.kit.cabs.	1500.00 1000.00 5000.00		
1900 F Street	Mudjack Driveway Replace Partial Driveway	250 1,782	Replace Stove Subfloor/Replace Lino 1/2 Paint Interior AMS AMS Trim bushes	440.00 481.84 901.12 887.81 225.91 80.00	Add Garage Replace door(Meyers)	15,000.00 195.28				
1220 First Ave	Replace fridge.	539	Remove dead limbs Repalce/Refin kit. Cab AMS - Labor Vinyl - kitchen	150.00 3872.37 203.50 657.19	Replace Siding Repair shed/siding(Meyer)	7,500.00 570.00	Patio/didewalk cemen	2937.00		
602 First Ave	Replace Air Conditioner Paint Interior Repair Patio	1415 1293 1000	Replace Stove Replace Replace fridg Replace carpet/vinyl Knebel - screen repair Gen Tree & Shrub Cleanup	383.00 479.00 2547.54 20.16 270.00	Replace/Refin. kit. cabs.& Countertops/ kit sink	8,145.65				
1905 Gleason Ave	Add egress window Int.Paint Interior/tub surrou Bath Replace Lino Replace Water Heater/Rep Bathroom floor	817 1560 328 949 149	UNIT SOLD TO TENANT - TOP							
1927 Grantwood St	Replace Tub surround Repair Chimney	664 656			Replace Carpet/lino Paint Interior Replace Stove Replace frig Replace cabs./counters Trim trees/shrubs Window repairs	3,500.00 950.00 500.00 500.00 5,000.00 300.00 1,500.00				
ADDRESS	2000-2001	Cost	2001-2002	Cost	2002-2003	Cost	2003-2004	Cost	2004-2005	Cost

**5 YEAR
 PUBLIC HOUSING CAPITOL IMPROVEMENT PLAN**

718 Highland Ave	Repair Water Heater Repair Window	158 219	AMS Dalton Tree Svc	631.64 200.00	Replace Stove Replace fridge.	550.00 500.00	Replace Furnace Cement	3000.00 90.00		
725 Highland Ave	Paint Interior Replace windows	509 1323			Replace roof	7,000.00	Replace fridge. Replace Water Heater Cement Replace/Refin. kit.cab	500.00 450.00 4775.00 5000.00		
1200 Highland Ave	Replace Countertops	917	AMS	463.13	Replace Air Conditioner		Cement	90.00		
1218 Hollywood Blvd			AMS - #7344	321.44			Replace kit. Cabinets Replace Lino Replace Carpet Paint Interior	5000.00 1000.00 2000.00 950.00		
924 Hudson Ave	Landscaping	169			Replace kit. Cabinets	5,000.00	Replace Siding Cement	7500.00 5962.75		
2608 Indigo Ct	Paint Interior	501	Add Storm doors							
2614 Indigo Ct	Repair Sewerline	250	Add Storm doors Saddle - City Maxwell - Svc Break	174.77 1084.92						
2622 Indigo Ct			Add Storm doors							
2630 Indigo Ct			Add Storm doors Replace window Replace Carpet Grell - repair water leak Paint interior	359.00 1768.80 603.00 576.79						

**5 YEAR
 PUBLIC HOUSING CAPITOL IMPROVEMENT PLAN**

ADDRESS	2000-2001	Cost	2001-2002	Cost	2002-2003	Cost	2003-2004	Cost	2004-2005	Cost
2631 Indigo Ct			Add Storm doors Paint Interior AMS AMS	537.11 356.00 525.74						
2637 Indigo Ct			Add Storm doors Paint interior	526.90						
2646 Indigo Court	Paint Interior	486	Add Storm doors AMS - #7350	60.00						
2655 Indigo Ct	Partial Paint Interior	180	Add Storm doors AMS #7352 1/2	20.00						
2661 Indigo Ct			Add Storm doors Meyers - paint AMS - Labor AMS - Labor AMS #7352	664.41 382.86 54.75 20.00						
2667 Indigo Ct			Add Storm doors AMS - #7353 1/2	10.00						
2673 Indigo Ct			Add Storm doors AMS - #7353 1/2	10.00						
2548 Indigo Dr			Add Storm doors Replace Carpet	1776.90						

**5 YEAR
 PUBLIC HOUSING CAPITOL IMPROVEMENT PLAN**

ADDRESS	2000-2001	Cost	2001-2002	Cost	2002-2003	Cost	2003-2004	Cost	2004-2005	Cost
2344 Lakeside Dr.			Paint Interior	1200.81	Replace Carpet Replace Lino	2,000.00 1,500.00	Replace Stove Replace fridge. Replace shingles Replace kit. Cabinets	550.00 500.00 6000.00 5000.00		
1215 Louise St			Replace Carpet Menards - cabinets Replace Stove Replace A/C Paint Interior Chambers Electric work Plumbers Suppy items AMS - Labor & parts AMS - Labor & parts Replace Water Heater AMS - Labor & parts AMS - Labor & parts	2908.12 1077.26 436.00 499.00 1185.24 266.38 14.85 1716.00 74.50 394.08 443.43 375.00						
3357 Lwr W Branch Rd									Paint Interior Replace Stove Replace fridge Replace Lino	800 550 500 950
2721A Muscatine Ave					Replace Stove	447.60	Replace Lino Paint Interior	700.00 550.00		
2721B Muscatine Ave	Paint Interior	531			Replace Stove	447.60	Paint Interior	550.00		
2721C Muscatine Ave					Replace Stove	447.60				

**5 YEAR
 PUBLIC HOUSING CAPITOL IMPROVEMENT PLAN**

ADDRESS	2000-2001	Cost	2001-2002	Cost	2002-2003	Cost	2003-2004	Cost	2004-2005	Cost
2721D Muscatine Ave	Paint Interior	300			Replace Stove	447.60				
2727A Muscatine Ave					Replace Stove Replace Lino	447.60 700.00				
2727B Muscatine Ave	Replace Stove Replace Carpet	484 1146	Paint Interior	450.49	Knebel - Window Repair Replace carpet/lino	139.46 1,141.72				
2727C Muscatine Ave	Replace Carpet	1182	A/C REPLACEMENT AMS - Labor	573.00 195.20	Replace Stove	447.70	Replace Lino Replace Water Heater	700.00 450.00		
2727D Muscatine Ave							Replace Water Heater	450.00		
MUSCATINE BULDING			Replace Carpet-Hall/Stairs AMS - Labor - roots Dalton Tree Svc Action Sewer - roots	1036.00 25.00 80.00 225.00						
MUSCATINE PARKING LOT			Repair sink hole - concrete	684.00						
2311 Nevada Ave	Paint Interior ceilings	161	Replace Siding Replace Doors	12533.00 131.00	Replace kit. Cabinets Cement Replace Carpet Replace Lino Replace Water Heater Replace fridge. Replace Stove	5,000.00 3,500.00 2,000.00 1,000.00 450.00 500.00 550.00	Cement	1952.50		
2550 Nevada Ave			Add Storm doors Tree/landscape	250.00	Replace Carpet Replace lino	3,000.00 1,000.00				
ADDRESS	2000-2001	Cost	2001-2002	Cost	2002-2003	Cost	2003-2004	Cost	2004-2005	Cost

**5 YEAR
 PUBLIC HOUSING CAPITOL IMPROVEMENT PLAN**

2551 Nevada Ave			Add Storm doors						
919 N Dodge St			Replace Air Conditioner AMS - installation of AC AMS - Labor Replace Carpet/Vinyl Paint	629.00 100.00 164.50 2519.68 596.42	Replace Stove	550.00			
921 N Dodge St	Replace Lino Replace Doors	1008 688	Replace Air Conditioner AMS Misc. Menards - cabinets Window- Knebels Replace Vinyl Slager - Ref parts AMS - Labor & parts AMS - Installation of AC AMS AMS Replace broken Vinyl	629.00 185.41 97.79 1102.21 41.40 350.20 31.20 691.44 100.00 377.61 570.75 70.00					
145 S Westminster St	Basement waterproofing Paint Interior Replace Air Conditioner	2900 1000 900	AMS #7372 Replace Carpeting Replace Stove Replace fridge. Tree/Landscape AMS - labor AMS - labor tub Add Carpet - Lower level	462.15 2558.10 366.00 517.00 275.00 56.05 25.00 1074.36	Replace kit.cabs/counters	11,963.61			
1034 Sandusky Dr	Int. Paint Interior/drywall re	1766			Replace Stove Replace fridge.	550.00 500.00	Cement	150.00	
3410 Shamrock Dr SOLD-TOP 9-11-01	Remodel basement, Paint Interior, replace tub surround & ext. railing Replace Carpet Misc.	6,078 3,386 141	install AC - Larew	1700.00					
SHAMROCK COMPLEX	Replace Siding/Exterior Pa Landscaping Preventative Maint.Tour	25283 18207 125	Center island turf repairs Globe, Ballast, Lamps	17997.03 433.73	Pruning	3,000.00			

**5 YEAR
 PUBLIC HOUSING CAPITOL IMPROVEMENT PLAN**

ADDRESS	2000-2001	Cost	2001-2002	Cost	2002-2003	Cost	2003-2004	Cost	2004-2005	Cost
3501 Shamrock PI					Replace Carpet & Vinyl Repalce Stove Paint Interior	2,362.84 465.99 650.00				
3503 Shamrock PI	Replace Carpet/Lino	2774								
3505 Shamrock PI			Replace Stove	438.26	Replace Carpet Paint Interior Refrigerator	1,326.00 900.00 608.00				
3509 Shamrock PI	Paint Interior	803	Replace Stove	438.26			Replace Lino	1000.00		
3511 Shamrock PI	Paint Interior	431	Replace Stove Paint interior Replace Carpet	438.26 461.39 1327.14			Replace Lino	1000.00		
3517 Shamrock PI			Replace Stove Replace Carpet Paint interior AMS - Labor	438.26 1327.14 461.39 279.48						
3519 Shamrock PI	Replace back door	236	Replace Stove Replace Carpet/Vinyl Paint	438.26 1971.82 489.89						
3523 Shamrock PI	Replace back door	236	Replace Stove Replace ca+E65rpet & Lino AMS	438.26 1925.60 377.55						

**5 YEAR
 PUBLIC HOUSING CAPITOL IMPROVEMENT PLAN**

ADDRESS	2000-2001	Cost	2001-2002	Cost	2002-2003	Cost	2003-2004	Cost	2004-2005	Cost
3525 Shamrock PI			Paint interior	664.05	Replace Lino	1,144.28	Replace Carpet	1150.00		
3527 Shamrock PI	Replace Stove	384	Replace Stove Replace Carpet/Lino Paint Interior	455.99 1956.19 687.09						
3534 Shamrock PI			Replace Stove	438.26			Paint Interior	650.00		
3536 Shamrock PI	Paint Interior	742	Replace Stove	438.26						
3538 Shamrock PI	Replace back door	236	Replace Stove	438.26						
3542 Shamrock PI			Replace Stove Paint Interior Replace Air Conditioner Replace Carpet	438.26 506.50 616.32 1326.00						
3544 Shamrock PI			Replace Stove AMS - Labor	438.26 264.25	Replace Carpet	1,314.00				
3550 Shamrock PI	Replace back door Replace storm door	236 138	Replace Stove AMS - Labor Replace Vinyl	438.26 25.00 426.92	Replace carpet/lino Paint Interior	2,000.00 900.00				

**5 YEAR
 PUBLIC HOUSING CAPITOL IMPROVEMENT PLAN**

ADDRESS	2000-2001	Cost	2001-2002	Cost	2002-2003	Cost	2003-2004	Cost	2004-2005	Cost
3552 Shamrock Pl			Replace Stove Partial Paint Interior	438.26 261.80			Replace Lino	1000.00		
3556 Shamrock Pl					Replace Carpet/Vinyl	1,754.09				
3558 Shamrock Pl	Replace Carpet	1474	Replace Stove Replace Carpet-partial	438.26 361.30						
3560 Shamrock Pl			Replace Stove Paint Interior	438.26 461.44			Replace Lino Replace Carpet	1000.00 913.00		
333A S Lucas St	Repair roof/ceiling Replace LR Carpet Replace Stove	1240 477 484	Replace Air Conditioner Remove overgrowth & replace shrubs AMS - Labor Paint Interior	629.00 573.78 141.50 607.05	Replace Lino Landscaping	865.92 500.00				
333B S Lucas St	Replace replace fridg	503	Replace Air Conditioner Remove overgrowth & replace shrubs Doors - Nagle AMS - Labor	629.00 573.77 270.30 90.00	Replace Lino Replace Carpet Landscaping	1,000.00 1,500.00 500.00				
801 Southlawn Dr	Replace/move AC Replace Carpet Test Backflows Add heat to Basement BR Paint Interior	2,836 2,050 109 1,478 1,384	Annual Boiler Test Remove dead limbs Annual Boiler Test (2002)	99.00 200.00 82.50	Replace Water Heater	450.00	Cement	2520.00	Repalce Kit. C	5000
2239 Union Road	Paint Interior	639	Remove limb on roof	80.00						
3300 Washington St	Replace fridge.	491			Replace Stove Landscaping	550.00 1,000.00				
ADDRESS	2000-2001	Cost	2001-2002	Cost	2002-2003	Cost	2003-2004	Cost	2004-2005	Cost

**5 YEAR
 PUBLIC HOUSING CAPITOL IMPROVEMENT PLAN**

3302 Washington St	Replace Water Heater	421	Range	521.00	Replace Stove Landscaping	550.00 1,000.00				
3310 Washington St	Replace Replace fridg Repair Window	491 531	AMS - Labor Paint Replace Carpet AMS - Labor	20.00 1020.24 1920.63 106.75	Replace Stove Landscaping	550.00 1,000.00				
3312 Washington St	Replace Replace fridg	491			Replace Stove	550.00	Replace Carpet Landscaping	1500 1000		
2531 Wayne Ave	Repair/Reshingle Roof Paint Interior Vent to roof	8925 1100 500	Replace Siding Replace kit. Cabinets Tree/yard cleanup Meyers - repairs for siding	5568.00 1362.14 550.00 14378.93			Landscaping	2500		
WHISPERING MEADOWS ADDITION	Lawn treatments	8657	Siding - repairs	250.10			Landscaping - Aster Landscaping- Whisp Replace water main saddles (30 @ \$500 ea.)	10000.00 10000.00 15000.00		
2351 Whispering Mead.			Add Storm doors Paint Interior Replace Carpet/Lino	878.83 3353.58						
2357 Whispering Mead.			Add Storm doors Paint	688.71						
2363 Whispering Mead.			Add Storm doors Interior Paint	583.90	Carpet Repair	222.50				
ADDRESS	2000-2001	Cost	2001-2002	Cost	2002-2003	Cost	2003-2004	Cost	2004-2005	Cost
2401 Whispering Mead.			Add Storm doors							

**5 YEAR
 PUBLIC HOUSING CAPITOL IMPROVEMENT PLAN**

2452 Whispering Mead.			Add Storm doors						
2611 Whispering Mead.			Add Storm doors						
2437 Whispering Prair.			Add Storm doors						
2507 Whispering Prair.			Add Storm doors						
2537 Whispering Prair.			Add Storm doors						
2622 Whispering Prair.	Paint Interior	501	Add Storm doors AMS #7375 1/2	10.00					
2630 Whispering Prair.			Add Storm doors AMS #7375 1/2	10.00					

**5 YEAR
 PUBLIC HOUSING CAPITOL IMPROVEMENT PLAN**

ADDRESS	2000-2001	Cost	2001-2002	Cost	2002-2003	Cost	2003-2004	Cost	2004-2005	Cost
2640 Whispering Prair.			Add Storm doors Sidewalk repair(tomlinson)	90.00						
2650 Whispering Prair.			Add Storm doors Sidewalk repair(tomlinson) AMS #7376	90.00 25.00						
ALL Whispering Meadows UNITS - SEE "STORM DOORS"			Storm doors - KNEBELS	15210.00						
INDIGO CT. ISLAND					Plantings- Center Island	500.00				
ANNUAL FURNACE CHECK			55 UNITS - LAREW	2750.00			AMS TO CHECK CEMENT	100.00		
1417 Franklin	Replace Tub surround	465	UNIT SOLD TO TENANT - TOP							
OPERATIONS 1406	Computer software	21593	HAPPY Software HAPPY Software HAPPY Software	1847.50 200.00 100.00	Office Improv. Conting.	3,600.00	Misc.	20472.00		
ADMINISTRATIVE 1406	Staff Training	198	Staff Training - SH LEADERSHIP	800.00	HJ Financial - Consultant	3,998.45	HJ Financ. Consult.	4000.00		
NONDWELLING EQUIP.	Computer Hardware Furniture Fire Extinguishers	47966 154 3022.9	Vehicle Digital Camera Fax Machine	16265.00 637.60 2999.00	Computer upgrades	50,000.00	Scanning hardware & software	34000.00	Peninsula Project	250,000

**5 YEAR
 PUBLIC HOUSING CAPITOL IMPROVEMENT PLAN**

	2000-2001	Cost	2001-2002	Cost	2002-2003	Cost	2003-2004	Cost	2004-2005	Cost
TOTALS	240981		TOTALS	213304.74	TOTALS	215,497.27	TOTALS	204705.75		#####
AMOUNT AWARDED	240981		Acct Adjustment	-45.12	AMOUNT AWARDED	216,787.00	bills paid	15258.75	AMOUNT AWARDED	
Award Year	1999		AMOUNT AWARDED	213315.00	Award Year	2001	AMOUNT AWARDED	204719.00	Award Year	2003
			Award Year	2000			Award Year	2002		
Balance of Avail.Funds	0		Balance of Avail.Funds	55.38		1,289.73		13.25		
	6515.2			6515.9		6515.6		6515.2		
			Est. Remaining Costs							
			Amount Obligated							

KEY:
 Clear cells are completed projects. Funds are expended.
 Dotted cells are projects where bids have been received and work is being scheduled. Funds have been obligated
 Shaded cells are estimated costs of anticipated projects.

Last Updated: 4/16/2003
KEY is located on last page.

**5 YEAR
PUBLIC HOUSING CAPITOL IMPROVEMENT PLAN**



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: Iowa City Housing Authority		Grant Type and Number: Capital Fund Program Grant No: IA05P022501-00 Replacement Housing Factor Grant No:		Federal FY of Grant: FFY 2000	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-2002 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	6,284		6,284	6,284
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	24,717		24,717	24,717
10	1460 Dwelling Structures	155,846		155,846	154,137
11	1465.1 Dwelling Equipment—Nonexpendable	10,203		10,203	10,203
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	16,265		16,265	16,265
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				

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

PHA Name: Iowa City Housing Authority	Grant Type and Number: Capital Fund Program Grant No: IA05P022501-00 Replacement Housing Factor Grant No:	Federal FY of Grant: FFY 2000
---------------------------------------	---	----------------------------------

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12-31-2002
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	213,315		213,315	211,606
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				

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: Iowa City Housing Authority		Grant Type and Number: Capital Fund Program Grant No: IA05P022501-01 Replacement Housing Factor Grant No:		Federal FY of Grant: FFY 2001	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-2002 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	64,537		3,999.00	3,999.00
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	33,000			
10	1460 Dwelling Structures	62,850		42,500.18	42,500.18
11	1465.1 Dwelling Equipment—Nonexpendable	6,400		608.00	608.00
12	1470 Nondwelling Structures	50,000			
13	1475 Nondwelling Equipment				
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				

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

PHA Name: Iowa City Housing Authority	Grant Type and Number: Capital Fund Program Grant No: IA05P022501-01 Replacement Housing Factor Grant No:	Federal FY of Grant: FFY 2001
--	--	---

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12-31-2002
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	216,787		47,107.18	47,107.18
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				

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: Iowa City Housing Authority		Grant Type and Number: Capital Fund Program Grant No: IA05P022501-02 Replacement Housing Factor Grant No:			Federal FY of Grant: FFY 2002
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-2002 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	20,472			
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	26,950		25,220.75	1,729.25
10	1460 Dwelling Structures	123,647			
11	1465.1 Dwelling Equipment—Nonexpendable	3,650			
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				

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

PHA Name: Iowa City Housing Authority	Grant Type and Number: Capital Fund Program Grant No: IA05P022501-02 Replacement Housing Factor Grant No:	Federal FY of Grant: FFY 2002
---------------------------------------	---	----------------------------------

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12-31-2002
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 -- 20)	204,719		25,220.75	25,220.75
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				

PET POLICY

24 CFR 960.707

EXCLUSIONS

24 CFR 5.303 (a)

This policy does not apply to animals that are used to assist persons with disabilities. Assistive animals, that have current rabies and distemper inoculations and a current City license are allowed in all Public Housing facilities with no restrictions other than those imposed on all tenants to maintain their units and associated facilities in a decent, safe, and sanitary manner and to refrain from disturbing their neighbors.

PERMIT

Application for ICHA Pet Permit. Prior to housing any pet on premises, the resident shall apply to the Iowa City Housing Authority for a pet permit. When the permit is returned it shall be accompanied by the following:

1. A current license issued by the City of Iowa City per the Iowa City Code (all dogs and cats must be licensed).
2. Evidence that the pet has been spayed or neutered, and, with respect to cats, that the pet has been de-clawed on all four paws;
3. Evidence that the pet has received current rabies and distemper inoculations or boosters by a licensed veterinarian. (This information must be updated annually).
4. Picture of pet
5. The Iowa City Housing Authority, in its sole discretion, shall determine adequacy of the evidence.
6. **A pet deposit of \$200 which applies to new residents, current residents with new pets, or transfers.**
7. Tenants must identify in writing the name, address, and phone number of an alternate custodian for pets in the event of tenant illness or other absence from the dwelling unit. The identification of an alternate custodian must occur prior to the ICHA issuing a pet registration permit.
8. The privilege of maintaining a pet in a facility owned and/or operated by the ICHA shall be subject to the rules set forth in 18.4. This privilege may be revoked at any time subject to the ICHA Administrative Hearing if the animal should become destructive, create a nuisance, represent a threat to the safety and security of other residents, or create a problem in the area of cleanliness and sanitation.

APPROVAL

Residents must have the prior approval of the Housing Authority before moving a pet into their unit. Residents must apply for a pet permit, which must be fully completed before the Housing Authority will consider approval of the request.

TYPES AND NUMBER OF PETS

All tenants with pets permitted to be kept on the premises shall comply with the following rules:

- a. The Iowa City Housing Authority does not allow any pets prohibited or restricted as listed in the Iowa City Housing Code 8.4 1. (See Appendix II)
- b. All dogs and cats must be neutered or spayed. All cats must be declawed.
- c. No animal may exceed 30" (adult size) in height (measured from paw to top of head).
- d. Only one (1) 4 legged animal per unit allowed.
- e. In the case of fish, the maximum aquarium size is 50 gallons.
- f. Birds must be confined to a cage and there is a limit of two.
- g. No reptiles are allowed, with the exception of turtles.
- h. Any animal deemed to be potentially harmful to the health or safety of others, including attack or fight trained dogs, will not be allowed.
- i. Tenants are prohibited from feeding or harboring stray animals. The feeding of stray animals shall constitute having a pet without the written permission of the ICHA and is a violation of the Dwelling Lease.

INOCULATIONS AND LICENSES

Pets must be licensed yearly with the City of Iowa City and tenants must provide the ICHA with a copy of the renewal as well as proof of current rabies and distemper booster inoculations.

PET DEPOSIT

A pet deposit of \$200 is required at the time of registering a pet. The deposit is refundable after the family vacates the unit, (even if the pet is removed earlier) less any amounts owed due to damage beyond normal wear and tear.

FINANCIAL OBLIGATION OF RESIDENTS

Any resident who owns or keeps a pet in their dwelling unit will be required to pay for any damages caused by the pet. Also, any pet-related insect infestation in the pet owner's unit will be the financial responsibility of the pet owner and the Iowa City Housing Authority reserves the right to exterminate and charge the resident.

NUISANCE OR THREAT TO HEALTH OR SAFETY

Tenants shall not permit their pet to disturb, interfere or diminish the peaceful enjoyment of other tenants. The term "disturb, interfere and diminish" shall include, but are not limited to, barking, howling, chirping, biting, scratching, and other similar activities. ***VICIOUS AND/OR INTIMIDATING PETS WILL NOT BE ALLOWED.***

Repeated substantiated complaints of this nature by neighbors or Iowa City Housing Authority personnel regarding pets disturbing the peace of neighbors through noise, odor, animal waste, or other nuisance shall constitute a violation of the lease and may result in the revocation of the pet permit, termination of the Dwelling Lease agreement, or both.

The pet and its living quarters must be maintained in a manner to prevent odors and any other unsanitary conditions in the owner's unit and surrounding areas.

Tenant pet owners are solely responsible for the safety and health of their pet during those scheduled occasions when the dwelling units in the facility are being treated for de-infestation. The ICHA shall not be liable for the ill health or death of a pet as a result of the periodic de-infestation treatment.

DESIGNATION OF PET AREAS

Pets must be kept in the owner's apartment or on a leash and controlled by an adult at all times when outside. No outdoor cages may be constructed. Birds must be confined to a cage at all times. Pet owners must clean up after their pets and are responsible for disposing of pet waste. Tenants shall take adequate precautions and measures necessary to eliminate pet odors within or around the unit and shall maintain the unit in a sanitary condition at all times. Tenants must provide litter boxes for cat waste, which must be kept in the dwelling unit. Tenants shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary. Tenants are solely responsible for cleaning up pet droppings, if any, outside the unit and on facility grounds. Droppings must be disposed of by being placed in a sack and then placed in an acceptable refuse container outside the building.

VISITING PETS

Pets that meet the size and type criteria outlined above may visit the unit where pets are

allowed for up to two weeks, with Iowa City Housing Authority approval. Tenants who have visiting pets must abide by the conditions of this policy regarding health, sanitation, nuisances, and peaceful enjoyment of others. If visiting pets violate this policy or cause the tenant to violate the lease, the tenant will be required to remove the visiting pet.

REMOVAL OF PETS

The Iowa City Housing Authority, or an appropriate community authority, shall require the removal of any pet from a unit if the pet's conduct or condition is determined to be a nuisance or threat to the health or safety of other occupants of the unit or of other persons in the community where the unit is located.

If pets are left unattended for a period of twenty-four (24) hours or more, the Iowa City Housing Authority may enter the dwelling unit, remove the pet and transfer it to the proper authorities, subject to the provisions of Iowa state law and pertinent local ordinances. The Iowa City Housing Authority accepts no responsibility for the animal under such circumstances.

In the event of the death of a pet, the tenants shall immediately remove and properly dispose of the remains. The remains shall not be placed in any container inside an ICHA facility or in a container on ICHA grounds. **If a new pet is desired, a new ICHA pet permit will be required.**

Should a breach of the rules set forth in 18.0 above occur, the lease will stand in violation and the ICHA may exercise any remedy available, under Federal, State or local law, including eviction.